



Appendix A- Cover Sheet

CHATTANOOGA STATE COMMUNITY COLLEGE

Veteran Reconnect Grant Program

Michelle Olson

Educational Outreach Programs and Retention
4501 Amnicola Hwy.
Chattanooga, TN 37406

423-697-5740

Michelle.olson@chattanoogastate.edu

Funding requested:

\$ 100,00.00

A handwritten signature in black ink, appearing to read "Fannie Hewlett".

Dr. Fannie Hewlett
President
Chattanooga State Community College

A handwritten signature in black ink, appearing to read "Michelle F. Olson".

Michelle Olson
Project Director
Director, Educational Outreach

CHATTANOOGA STATE COMMUNITY COLLEGE

Chattanooga State Veteran Reconnect Grant Program Table of Contents

<u>Content</u>	<u>Page</u>
Abstract	1
Narrative	
◦ Section 1: Need	2
◦ Section 2: Program Plan	3
◦ Section 3: Budget	10
◦ Section 4: Sustainability	10
Budget and Budget Detail	12
Letter of Support	17

Project Director: Michelle Olson
Educational Outreach Programs and Retention
4501 Amnicola Hwy.
Chattanooga, TN 37406
423-697-5740
Michelle.olson@chattanoogastate.edu

Chattanooga State Community College Veteran's Reconnect Program

Abstract

Chattanooga State Veteran's Reconnect Program will endeavor to accelerate the success of the 240 veterans already enrolled, create favorable conditions to increase by 5% the enrollment and retention of student veterans and to increase by 5% the number of veterans graduating and securing job placement through the Veteran's Reconnect Program. The endorsement of the 8 Keys to Success serves as the benchmark for the program to: Create a culture of trust and connectedness across the campus; Ensure support from campus leadership; Implement an early alert system; Create a Single Point of Contact; Creation of a designated space; Collaborate with veteran, community and governmental agencies to coordinate veteran services; Utilize a uniform tracking system for demographics, retention, and degree completion; Provide comprehensive professional development for faculty and staff; and develop a system for sustainability of effective practices for veterans.

Veterans' Connect will partner with Gestamp Chattanooga and numerous other employers to secure job placement and internships for veterans completing their program of study at Chattanooga State.

Section I. Need: The transition from the intensity of military life to a more self-sufficient civilian life can be overwhelming. Chattanooga State Community College (CSCC) stands ready to serve veterans within our dedicated service area of Bledsoe, Grundy, Hamilton, Marion, Rhea, and Sequatchie Counties which has a total of 32,880 veterans living in these counties.¹ Data indicates that the average rates for unemployment is 6.8%, 21% live in poverty, only 14.7% hold a bachelor's degree or higher and the median household income is \$36,900. If data is transferrable to veterans, CSCC is serving only 5% of potential students. Need is therefore substantial!

Chattanooga State Community College served 240 veterans during the 2014 fall semester. Veterans used their educational benefits for both degree programs and those aligned with the institution's Tennessee Center for Applied Technology (TCAT). The average age for the enrolled veteran is 21 years of age, 209 males and 31 females. Accurate data on the postsecondary academic outcomes of today's generation of student veterans has been difficult to find. **Inconsistent methods of collecting information** has led to confusion about the completion rates of student veterans in higher education, and without strong, empirical data, the uncertainty will persist. Although veteran's benefits are available, benefits are null if **veterans don't apply**. Getting through the maze of **Veterans Affairs paperwork** may be the biggest obstacle that student veterans face in getting a higher education. According to a survey completed for veterans in the CSCC service area, the **following issues were highlighted:** length of the enrollment process and lack of support, lack of awareness of available resources and concerns about belonging, returning to school after many years, study skills, and faculty's appreciation for their challenges. This proposed program seeks to address these identified needs.

Veterans enrolled at CSCC tend to focus of STEM (Science, Technology, Engineering, and Math) related programs of study that feed into the job demands of the area, thus supporting this investment. CSCC is committed to accelerating the success of veterans already enrolled at the CSCC and creating more favorable conditions to recruit new students. The CSCC Veteran's Reconnection Program will assist the state's

future labor needs by providing access to career and education programs thus enabling more veterans to successfully complete programs and pursue careers. The Tennessee Department of Labor has provided U.S. Military Veterans access to all new jobs 24 hours in advance of the general public on Jobs4TN.govⁱⁱⁱⁱ and has partnered with several major employers in Tennessee to connect veterans with jobs.^{iv} CSCC will meet the optional priority area by partnering with Gestamp Chattanooga to institute an **internship program** and/or to **commit to hiring five (5) veterans** upon completion of their program of study.

To meet the identified needs, Chattanooga State will develop and implement veteran interventions aligned with Tennessee's Drive to 55^v to better prepare our workforce, align student skills with workforce needs and The 8 Keys to Success.^{vi} Strategies, goals and objectives will be described in detail in Section 2.

Section 2. Program Plan: The CSCC Veteran Reconnect Program is committed to creating a learning environment where students have the resources necessary to successfully attain their educational goals. Sustainability for the program begins in August 2015 by seeking additional support as an early and ongoing project activity. **Project timeline:** In order to efficiently serve the veterans, there will be ongoing discussion and convening necessary to accurately implement the goals, objectives and strategies of CSCC Veterans Reconnect. The Veteran's Success Committee, Evaluation Team and select others will meet on a monthly basis to discuss data provided by the evaluation. Specific operations occur in **August:** Program Startup, Veteran Success Committee meets, central points of contact (POC) established, Early Alert System operational, CSCC recruiters trained, CSCC branding developed, focus groups held. **September:** Data Tracking System, Priority Registration and Orientation offered, Professional Development held, **October:** Veterans Center open, Veterans Reference Guide available, Green Zone Training, Career Service opportunities, Four year University linkages, **November:** Veteran's Day Celebration, recruitment information available, Chattanooga's Vet Center, local staffing and governmental agencies meet. **December:** Survey administered, graduation, **January:** Priority class selection offered,

Attend Student Veterans of America Conference, Mentors trained. **February – June:** Sponsor military related event, spring picnic, appreciation events, veteran recognition at graduation. Strategies and activities are indicated within the Goals and Objectives Chart. As a demonstration of CSCC’s commitment, the institution has agreed to endorse the standards set by The 8 Keys to Success through the following goals, objectives, strategies, specified measurement metrics and timeline to increase by 5% the enrollment and retention of student veterans.

Goal 1: To promote culture of trust and connectedness for current and new recruit veterans to increase retention, recruitment and graduation rates: Success Key (SK) 1.	
Objective 1: Develop a standardized tracking system for veteran data success data: SK 6	
Objective 1 Strategies, Metrics & Timeline	Strategy 1.1.1: Develop a uniform set of data tools. Collection System to collect and track information on Veterans, including basic demographics, educational plan, case notes, persistence, retention, graduation and placement. Metric: Data collection methodology and outcome field tested for fidelity using simulation data. System will acquire and track 100% of Reconnect veterans. Timeline: September 1, 2015
	Strategy 1.1.2: Develop and administer a Veterans survey. Veteran-participants will participate in an annual survey provided to identify views, needs, issues and suggestions. Metric: Survey developed, approved in veterans and staffs focus session. Survey will be offered to 100% of veterans each semester Timeline: December 2015.
Objective 2: Convene a Veteran’s Success Task Force at Chattanooga State: SK 2	
Objective 2 Strategies, Metrics and	Strategy 1.2.1: Identify and convene a CSCC Veteran Success Committee. The committee will include the School Certifying Official, as well as key representatives from the Student Support Center, Academic Affairs, Enrollment Services, Career Services and Counseling, Disabilities Support Services, a student, and community partners. Metric: Summary

Timeline	list of individuals, attendance records at meetings and record of actions taken by CSCC with 75% of those selected in attendance Timeline: by September 2015.
Objective 3: To design Space and designate a Central Point of Contact and for student veterans: SK 4	
Objective 3	Strategy 1.3.1: Identify a designated common space and create "Chattanooga State Veterans Center." The center will accommodate space for OVA enrollment services, tutoring and mentoring, display of campus and community resources, studying, and group meetings. The veterans will also have a break area where they can visit with their peers. The Veterans Center will be fully equipped with furniture, technology and resources needed for student success. Metric: Description of materials in designated space, continued monitoring of space use and suitability to assure continued functionality and veteran use. Timeline: by October 1, 2015.
Strategies, Metrics and Timeline	Strategy 1.3.2: Identify a <i>Central Point of Contact</i> to coordinate services for veterans. Primary office to include CSCC's Office of Veteran Affairs and the Student Affairs Division. Information regarding central points of contact will be provided at veteran orientation. Metric: Development of Central Point operational chart, notification of veterans of service and logs of activity with 90% of eligible participants aware of program. Timeline: Beginning August 1, 2015.
Objective 4: To Create and Provide Academic Services necessary for Veteran Success	
Objective 4	Strategy 1.4.1: With the support of CSCC's Records, develop a standardized plan for prior learning assessment and specifically the allocation credit for military service. Metric: Plan developed, approved by CSCC Staff and Veterans' Success Committee. Timeline: By February 2015.
Strategies, Metrics and Timeline	Strategy 1.4.2: Provide veteran specific orientation to provide pertinent information addressing veteran academic needs. Metric: Approved plan developed and endorsed by CSCC and Veteran's representatives. Orientation provided, with 75% attendance. Timeline: September 2015
Timeline	Strategy 1.4.3: To provide priority class selection for veterans to assure access to graduation mandated

	<p>classes. Metric: Policy written and endorsed by CSCC. Plan implemented and record of use calculated.</p> <p>Timeline: January 2016.</p>
<p>Goal 2: Create awareness for faculty/staff on Veterans unique issues and challenges: SK 8</p>	
<p>Objective 1: To provide information to faculty, staff, and veterans concerning military and veterans' culture</p>	
<p>Objective 1</p> <p>Strategies,</p> <p>Metrics and</p> <p>Timeline</p>	<p>Strategy 2.1.1: Develop Veteran related professional development. Sessions for professional development opportunities including information on combat related mental and physical disabilities and additional challenges. Metric: Written curricula and delivery methods approved by CSCC and delivered with 70% attendance.</p> <p>Timeline: September 15, 2015.</p>
	<p>Strategy 2.1.2: Develop and provide campus faculty and staff with a reference guide to military culture and lingo as well as informative resources detailing common issues that face reintegrating veterans can face. Metric: Veteran's Reference Guideline is written and approved by CSCC and veterans. Handbook is available to 100% of faculty. Timeline: By October 15, 2015.</p>
	<p>Strategy 2.1.3: Create and implement an Early Alert system to ensure all veterans receive academic, career and financial advice from faculty and staff. Metric: Early alert system components are identified and put into place. Simulation data are used to test system so that 90% of faculty staff understand and use the system correctly. Timeline: By September 15, 2015.</p>
	<p>Strategy 2.1.4: Train current Chattanooga State veterans to serve as mentors providing information on all veteran services available on campus. Metric: Training curricula are developed and delivered to 90% of veterans. Timeline: By January 1, 2016.</p>
<p>Objective 2: Recruit and train faculty and staff who are willing to serve as Green Zone members.</p>	

<p>Objective 2</p> <p>Strategies,</p> <p>Metrics and</p> <p>Timeline</p>	<p>Strategy 2.2.1: Volunteer CSCC staff complete a training session to identify themselves as one who is knowledgeable and aware of the challenges that veterans face, and one who is able to assist the student veteran. Metric: Training curricula are in place and volunteers are trained. Guidelines for successful training outcomes (rubrics) are developed. Timeline: By September 15, 2015 and thereafter offered at least annually.</p> <hr/> <p>Strategy 2.2.3: All Green Zone volunteers agree to display Green Zone stickers, door hangers or other medium that will identify their office or environment as a “safe place” for veterans. Metric: Identification of symbols for 100% of volunteers.</p> <p>Timeline: By October 1, 2015.</p>
<p>Goal 3: To Create and Provide career services and opportunities after graduation.</p>	
<p>Objective 1: To Provide Career Service opportunities for veterans</p>	
<p>Objective 1</p> <p>Strategies,</p> <p>Metrics and</p> <p>Timeline</p>	<p>Strategy 3.1.1: Offer assistance in resume writing, interviewing skills, translating their military experience into language understood by Human Resource specialists, and job search. Metric: Develop approved curriculum, designate trainers and advertise availability to veterans. Record rate of utilization. Timeline: By October 2015.</p> <hr/> <p>Strategy 3.1.2: Provide opportunities for veterans to connect with local employers through job fairs, job shadowing, internships and employment. Metric: Tally of opportunities offered and tally of attendance. Anecdotal evidence collected by survey from attendees. Timeline: Beginning October 1, 2015, continuous.</p>
<p>Objective 2: To Provide linkages for veterans to four year Universities (UTC)</p>	
<p>Objective 2</p> <p>Strategies,</p>	<p>Strategy 3.2.1: Provide for campus information and scheduled connection to veteran offices at (nearby) UTC or other campus. Metric: Tally of opportunities offered and tally of completions. Timeline: Beginning</p>

Metrics and Timeline	October 1, 2015. Strategy 3.2.2: Onsite four year college recruitment. Metric: Number of participating Institutions, dates, applications, successes. Timeline: Beginning October 15, 2015.
Goal 4: Create and Implement a Veteran's Recruitment and Marketing Plan	
Objective 1: To Create and Implement Outreach, Recruitment and Retention Plan for Veterans	
Objective 1	Strategy 4.1.1: Train Chattanooga State recruiters on resources available to veterans. Metric: Training curricula are developed and delivered to 100% of recruiters Timeline: By August 2015.
Strategies, Metrics and Timeline	Strategy 4.1.2: Development of Brochures, Facebook Page, Website, Chattanooga State Portal for Veterans, email blasts, Student Veterans of America, and Institution communications. Metric: Identification of developed procedures, where possible counts of responses (e.g., website visits). Timeline: Fully initiated by November 2015. Total tally by end of school year.
Objective 2: Implement outreach strategies for local military service providers, governmental agencies and community resources for the purpose of identifying potential veteran students.	
Objective 2	Strategy 4.2.1: Solicit Chattanooga's Vet Center to distribute brochures, host education fair, link to website link. Metric: Identification of developed procedures, where possible counts of responses (e.g., website visits). Timeline: Fully initiated by November 2015. Total tally by end of school year.
Strategies, Metrics and Timeline	Strategy 4.2.2: Solicit Governmental Agencies of Chattanooga to distribute brochures, host education fair, link to website link Metric: Identification of developed procedures, where possible counts of responses (e.g., website visits). Timeline: Fully initiated by November 2015. Total tally by end of school year.
Objective 3: Implement Veteran's Recruitment Plan for Local Staffing offices, Chamber of Commerce, Economic Development offices, local employers	
Objective 3	Strategy 4.3.1: Have presence of Mentor Veterans at Education and Job Fairs. Metric: records of attendance at recognized job fairs. Timeline: Beginning September 2015.
Strategies,	Strategy 4.3.2: Solicit support and provide recognition for Local Staffing offices, Chamber of Commerce,

Metrics and Timeline	Economic Development offices, local employers who provide information for recruiting veterans. Metric: Agencies agreeing to endorse support the efforts put forth by CSCC will be listed as Veteran Friendly agencies at the CSCC website. Timeline: Beginning November 2015, with continuing additions.
Objective 4: To Maintain a Physical and Digital Presence on Campus	
Objective 4 Strategies, Metrics and Timeline	Strategy 4.4.1: Emphasize that CSCC is a veteran friendly institution through the creation of a veteran friendly brand utilized for all marketing and recruiting, maintaining correct marketing veteran terms <i>thank you for your service, veteran, commitment, sacrifice, honor, transitioning, family, and demanding</i> . Metric: Measured responses from focus session groups including campus veterans and local veteran associated agencies. Timeline: Prior to any public release, assumed to be early fall 2015.
	Strategy 4.4.2: Develop a navigation button on the website for Veterans listing all the things we have mentioned above. Metric: Functionality of button and links as well as hit counts. Timeline: Beginning in late fall, continuous.
	Strategy 4.4.3: Sponsor military events on campus; special recognition on one or more National holidays, appreciation events, family inclusion event (spring picnic) Metric: Chronical of calendar of CSCC events. Timeline: At least three events annually.
	Strategy 4.4.5: Special recognition at commencement exercise. Metric: Veteran's use of free red, white and blue tassel. Public "thanks" to veterans. Timeline: Next graduation date.

Michelle Olson, Director of Educational Outreach Programs & Retention, will serve as the project director and reports directly to Debbie Adams, Vice President of Student Affairs. Ms. Olson, along with the Veteran's Success Committee, will maintain decision making authority concerning the Veteran Reconnect Program. The Veteran Success Committee, Evaluation Team and select others deemed

necessary will meet monthly to ensure fidelity of program design, review data, and make recommend necessary changes needed maximize the opportunity for student veterans' success. The development and establishment of employer relationships is will be ongoing, therefore, local employers sought each month. The Veteran's Success Committee will maintain oversight throughout the project period.

Chattanooga State Veteran's Success Committee					
Name	Department	Mailing Address	Phone	Email	Project Role
Michelle Olson	Educational Outreach Programs and Retention	4501 Amnicola Hwy. Chattanooga, TN 37406	423-697-5740	Michelle.olson@chattanooga.state.edu	Project Director
Kathryn Bissell	Educational Outreach Programs and Retention (Veteran Affairs)	4501 Amnicola Hwy. Chattanooga, TN 37406	423-697-2435	Kathryn.bissell@chattanooga.state.edu	Coordinator, Veteran Affairs Workforce Development
Renee Phifer	School Certifying Official	4501 Amnicola Hwy. Chattanooga, TN 37406	423-697-2509	Renee.phifer@chattanoogastate.edu	School Certifying Official, Veteran Affairs
Tony Cates	Gestamp Chattanooga	3063 Hickory Valley Rd Chattanooga TN 37421	423-305-6300	tcates@us.gestamp.com	Human Resources
TBD	<ul style="list-style-type: none"> • TCAT • Veteran's Outreach • Chattanooga Vet Center 				

Chattanooga maintains a growing economy for individuals with sufficient skills. Veterans Reconnect will develop these skills.

Section 3. Budget: The Veteran's Reconnect budget is judiciously developed to provide efficient services described in the Program Plan. Justifications and details are included in the attached budget that will clearly define the alignment between the requested funding and the goals, objectives and strategies. Projected expenditures are consistent with the program's plan.

Section 4. Sustainability: The goal of the Drive to 55 Alliance, to help generate greater private sector

awareness, ownership and support for the long-term steps needed in college entry and completion, adult education and training, and identifying and closing skills gaps to better prepare our veteran workforce, will remain the **CSCC vision** upon completion of the Veteran's Reconnect Program.

Sustainability for the program will begin early as funding is announced by seeking internal organizational changes and commitment to assure long term survival. **Outcomes and key results for the program will be documented and shared** with the public as part of the outreach and marketing plan and is likely to increase sustainability. **Key stakeholders will play an active role** in the program through participation on the Veteran's Success Committee, focus groups, community and family involvement activities and will be asked to provide input on the project's maintenance and growth. CSCC will **develop a specific funding plan**, beginning August 1, 2015, to maintain the commitment to create a learning environment where veteran students have resources necessary to successfully attain their educational and career goals. The plan will include: to seek additional grant funds from the Department of Labor, THEC, and foundations, seek funding from employers to train students, and shifting of internal funds,. Veterans who complete the program will receive benefits beyond the funding period through internships, program completion and employment. Veteran students recruited at CSCC will continue to benefit from implemented goals, objectives and strategies beyond June 30, 2016. Resources to include professional development, the Veteran Center, resource book, single point of contact, Veterans Success Task Force, and developed employer relationships will provide continued support for future veterans.

ⁱ <http://tn.gov/assets/entities/labor/attachments/LaborMAY2015.pdf>

ⁱⁱ <http://www.tn.gov/workforce>

ⁱⁱⁱ <http://www.tn.gov/workforce/topic/job-placement-for-veterans#sthash.f5RTUzqW.dpuf>

^{iv} <http://www.tn.gov/workforce/topic/job-placement-for-veterans#sthash.f5RTUzqW.dpuf>

^v <http://driveto55.org/>

^{vi} <http://www.ed.gov/veterans-and-military-families/8-keys-success-sites>

Chattanooga State Community College Grant Budget

Veteran Reconnect Grant Line-item Detail			APPENDIX B - BUDGET	
Policy 03 Object Line-Item Reference	Expenditure	AMOUNT	Grantee Participation	Total
1,2	Salaries, Benefits and Taxes			
	Temporary Clerical Support responsible to maintain data streaming, collection of data, and perform tasks assigned by the Project Director. CSCC certifies that grant funds will not be commingled with payment for existing staff member duties. Veteran's Reconnect Funds are dedicated and will be used exclusively for execution of the new duties outlined in the submitted proposal. 20.0 hours per week @ \$15 per hour	\$16,137.50		
		\$16,137.50	\$0.00	\$16,137.50
4,15	Professional Fee, Grant & Award *2			
Goal 2 Objective 1 Strategy 2.1.1	<i>Kognito Interactive Peer to Peer Training for Veteran Mentors.</i> Training is listed in SAMSHA's SPRC/AFSP Best Practices Registry. The license fee includes hosting, technical support, usage reports, assessment, customized local resources web page, implementation manual, outreach materials and client support from a Kognito account manager. Veterans on Campus: Peer Program is a 30-minute online, interactive training simulation that uses virtual role-plays to teach student veterans and student leaders how to support fellow student veterans as they face challenges in adjusting to college life. Annual License	\$5,334.00		

Goal 2 Objective 1 Strategy 2.1.4 Objective 2 Strategy 2.2.1	Kognito Interactive Veterans on Campus: Faculty & Staff. Military Cultural Competency & Mental Health Training for faculty and staff. Veterans on Campus: Faculty & Staff is a 30-minute, online, interactive training program that uses virtual role-plays to help faculty and staff learn about the needs and experiences of student veterans, including (1) the unique value they bring to campus, (2) obstacles they may face in their pursuit of a college degree, (3) effective techniques for managing classroom discussions around topics that may be sensitive to veterans, and (4) best practices for connecting student veterans exhibiting signs of psychological distress with support. Annual License	\$5,985.00		
Goal 1 Objective 1 Strategy 1.1.1	Titanium Schedule is an electronic medical records (EMR) system designed specifically for university and college counseling centers. Titanium Schedule package with licenses for 5 users \$1,475 Client Import Allows the import of client information from an external data source \$400	\$1,875.00		
		\$13,194.00	\$0.00	\$13,194.00
5,6,7,8,9,10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipmental Rental, Printing and Publications			
Goal 1 Objective 3 Strategy 1.3.1	1 Apple - 27" iMac Intel Core i5 (3.3GHz) - 8GB Memory - 1 TB Hard Drive Model: MF885LL/A utilized in Veteran Center (1) for students when they are working on projects that require better technical capabilities and (2) the development of our tracking system. \$1,849	\$1,849.00		
Goal 1 Objective 3 Strategy 1.3.1	5 Windows based desktop computers with monitor, keyboard, mouse and software Built-in wireless networking; webcam. \$999 each	\$4,995.00		
Goal 1 Objective 3 Strategy 1.3.1	Furniture for Veterans Center; Sofa, chairs, computer chairs, computer desks, printer, refrigerator, television, projector, conference table \$20,653	\$20,653.00		

Goal 1 Objective 3 Strategy 1.3.1	Coffee machine, snacks, meals for "working" meetings such as mentoring, training, and group meetings.	\$4,500.00		
Goal 1 Objective 3 Strategy 1.3.1	Internet access and phone line for Veteran's Center			
Total Program	Postage and shipping	\$1,000.00		
Goal 1 Objective 3 Strategy 1.3.1	Veteran's Lounge Space: classroom sized space, office 1571 sq. feet @ \$12.50. Include the space, utilities, and custodial services.		\$19,637.50	
Total Program	Brochures, posters, postcards, letters, informational flyers, invitations Copier lease included at \$125 per month	\$5,487.50		
		\$38,484.50	\$19,637.50	\$58,122.00
11,12	Travel, Conferences & Meetings			
Total Program	Local Travel allocated for meeting attendance, travel to career and educational fairs, etc for recruitment and marketing 1,754 miles @ \$0.57	\$1,000.00		
Goal 4 Objective 4 Strategy 4.4.5	Student Veterans of America's National Conference Orlando, Florida January 7-10, 2016			
Goal 4 Objective 4 Strategy 4.4.5	Registration 10 Veterans @ \$60 each and 4 staff/adults @ \$110 each = \$1,040	\$1,040.00		
Goal 4 Objective 4 Strategy 4.4.5	Transportation, meals, lodging and Perdiem for the Student Veterans of America's National Conference 10 veterans and 4 staff: Flight: 14 people @ \$400 = \$5,600 Lodging: 9 rooms @ \$150 for 4 nights = \$5,400 Per diem: 14 people @ \$196.50 = \$2,744 Airport Transportation = \$200 Airport Parking: 14 people @ \$50 = \$700 Baggage Check: 14 people @ \$50 = \$700	\$15,344.00		
		\$17,384.00	\$0.00	\$17,384.00
13	Interest *2			
		\$0.00	\$0.00	\$0.00
14	Insurance			

		\$0.00	\$0.00	\$0.00
16	Specific Assistance to Individuals			
		\$0.00	\$0.00	\$0.00
17	Depreciation *2			
		\$0.00	\$0.00	\$0.00
18	Other Non-personnel *2			
Other Non-personnel *2	<p>Contract for Evaluator: Evaluator will work closely with the Veteran Success Team to ensure that the evaluation is accurate and useful during implementation. The evaluation, by design, will not limited to a summative annual report. The Team will meet frequently and review the evaluation process, make modifications where necessary (with approval of the Program Director) and generally ensure that the evaluation is helpful to implementers in attaining the goals set forth in the proposal. The evaluation will provide strength and weaknesses and will provide a replicable program.</p>	\$9,800.00		
		\$9,800.00	\$0.00	\$9,800.00
20	Capital Purchase *2			
		\$0.00	\$0.00	\$0.00
22	Indirect Cost			
		\$5,000.00	\$0.00	\$5,000.00
		\$5,000.00	\$0.00	\$5,000.00
24	In-Kind Expense			
		\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$100,000.00	\$19,637.50	\$119,637.50

1 Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Costs Allocation Plans for Sunrecipients of Federal and State Grant Monies*, internet at: www.state.tn.us/finance/act/documents/policy3.pdf

2 Applicable detail follows this page is line-item is funded

June 27, 2015

Mr. Scott Sloan
THEC Tennessee Veterans Mr. Scott Sloan
Reconnect Program
404 James Robertson Parkway, Suite 1900
Nashville, TN 37243

Dear Mr. Sloan,

Gestamp is an international company dedicated to the design, development and manufacture of metal automotive components. Gestamp specializes in developing innovatively designed products to achieve increasingly safer and lighter vehicles, thereby reducing energy consumption and environmental impact.

As a company, we value the knowledge and skills that our nation's veterans acquire during their military service and appreciate the unique perspectives that they bring to civilian occupations.

Gestamp is pleased to work closely with Chattanooga State Community College and the THEC Veterans Reconnect Grant. We strongly support career preparation opportunities for veterans and will work closely with Chattanooga State Community College by providing employment opportunities or internship positions to five Chattanooga State veteran graduates.

Chattanooga State Community College's Veteran Center will address the needs of veterans in our region and Gestamp strongly encourages you to support their application for the THEC Tennessee Veterans Reconnect grant application.

Sincerely,



Tony Cates
Human Resources Manager
Gestamp Chattanooga, LLC
tcates@us.gestamp.com
(423) 305-6301