

Industry Sector Grant

Applicant	Christy Doyle
Applicant ID	APP-000482
Company Name	North Idaho College
Recipient Address	North Idaho College 1000 West Garden Avenue Coeur d'Alene, ID 83814-2161
Phone	208-769-3480
Email	cadoyle@nic.edu
Funding Requested	\$554,804.00
Status	Submitted
Funded	<input type="checkbox"/>

Application Title: North Idaho College Industry Sector Grant Application.

Description:

North Idaho College is requesting WDTF monies to help expand their dental hygiene and dental assistant programs.

Review Notes:

June 22nd, 2021 Grant Review Committee Meeting Notes

North Idaho College – Industry Sector Grant

Dental providers in North Idaho have reached out to North Idaho College to produce more trained dental hygienists and dental assistants. The current space available for the programs is insufficient. In order to meet employer’s need NIC plan to move their program to an existing facility located at the colleges main campus. NIC is currently renting a facility and anticipates the cost of the lease to increase substantially over the next year. The new location will require new equipment and renovations to accommodate an increase to the number of individuals trained. The renovation of the facility will increase capacity for the dental hygiene program by adding annual entry rather than every other year entry. It will also allow the program to add 10 additional seats maintaining 25 students each year as opposed to 15 students every other year. The dental assisting program will see a smaller increase, accommodating 2 additional students each year once the renovation is complete.

WDTF Request: \$554,804

NIC is a great example of an education partner in respect to their grant management practices. NIC has successfully managed at least 4 industry sector grants.

Discussion:

Has the WDC funded projects to build a facility?

- The WDC provided funding to CEI to help build a training facility.
- NIC does not have the funds to build the facility but have the funding to maintain the program.
- Could a business in turn apply for a grant to build a training center just for their business?
 - o In theory yes, but the business would have to prove that the facility will only be used for training and how the center would benefit other businesses.

Including cash, in-kind, and WDTF funds the total cost of the program is \$1,471,848.87 .

What metrics are being used to determine if expenses are reimbursed or not?

- Because NIC has such a detailed budget, they will need to prove to Amanda that the requested reimbursement is for allowable expenses.
- If NIC does not meet their agreed upon performance measures, then it would impact any future WDTF applications.
- All of the WDTF money will be expended in the first year of the program but the grant will continue and NIC will be responsible for providing the WDC with metrics.

Motion by Mr. Larsen to approve the NIC Industry Sector Grant in the full amount of \$554,804.
Second by Ms. Griffin. Motion carried.

Company Information

Question: Business entity name

North Idaho College

Question: “Doing business as” entity name

North Idaho College

Question: Federal Tax ID Number

82-6000936

Question: Street address

1000 West Garden Avenue

Question: PO Box (If applicable)

n/a

Question: City

Coeur d'Alene

Question: State

ID

Question: Zip code

83814-2161

Question: Business website

<https://www.nic.edu/programs/dental-hygiene> and
<https://www.nic.edu/websites/default.aspx?dpt=215&pagelId=13352> dental assisting

Question: First name of person to be contacted about this application

Christy

Question: Last name

Doyle

Question: Job title

Dean of Instruction - Workforce Education

Question: Street address

1000 West Garden Avenue

Question: City

Coeur d'Alene

Question: State

ID

Question: Zip Code

83814-2161

Question: Email address

christy.doyle@nic.edu

Question: Contact phone

(208) 769-3481

Consortium

The applicant must be an employer or educational entity representing a consortium of at least three employer partners with a similar occupational training need. All members of the consortium will be required to complete a Memorandum of Understanding (MOU). A link to the grant MOU is provided below. Please upload all completed and signed MOU's by the consortium to this section of the application.

[Employer Partner MOU](#)

Question: Please describe how employer partners are involved in the project and how they will engage with trainees who receive training.

The college engaged with multiple employers throughout the development of this project, including North Idaho College's Dental Assisting and Dental Hygiene Advisory Committee members. Committee members and clinical site partners will participate in the program by providing supervising dentists in the clinic, clinical rotations at their sites, guest speakers, and donations of products. Employer partners are reflected as in-kind in the budget worksheet.

The Dental Hygiene Advisory Committee is made up of 12 employer partners. The Dental Assisting Advisory Committee is made up of 16 employer partners. Each committee includes participation by faculty members from both programs to ensure collaboration and resource sharing.

The primary focus of these advisory committees is to:

- bring focus to important program outcomes.
- bring training expertise to the table i.e., they provide on-the-job training to their employees and can share best practices.
- secure resources for programs i.e., equipment, manpower, expertise, speakers.
- provide students and staff with new opportunities i.e., internships, work experiences, and career exploration.
- connect with the larger community i.e., committee members have networks they can engage as appropriate.
- advocate on behalf of the programs.

In addition to Advisory Committee members, the Dental Assisting program has a longstanding

partnership with Generations Dental, who will continue to train one Dental Assistant student per semester in clinical rotation during Fall 2021 and Spring 2022 (two students total). The in-kind training value of 80 total hours x \$20 per hour is \$1,600. All dental assisting students enrolled in the program will participate in the same 40 hours of training with various partners. The partners are fluctuating, and students arrange for the training. Similar to Generations Dental, several partners regularly take students but are not represented in the grant.

The Dental Hygiene program will partner with five regional employers who will provide on-site clinical rotations for the 15 students in the program who are completing the program by Spring 2022. The employer partners supervise the trainees daily and assess the students on the accomplishment of the appropriate skills.

The employer partners are:

1. Avondale Dental will train ten Dental Hygiene students for Fall 2021 and Spring 2022. In-kind value of 320 total hours x \$40 per hour is \$12,800
2. Aspen Dental-Spokane Valley: 5 Dental Hygiene students for Fall 2021 and Spring 2022. In-kind value of 160 total hours x \$40 per hour is \$6,400
3. Aspen Dental-North Spokane: 5 Dental Hygiene students for Fall 2021 and Spring 2022. In-kind value of 160 total hours x \$40 per hour: \$6,400
4. Aspen-Dental Coeur d'Alene: 5 Dental Hygiene students for Fall 2021 and Spring 2022. In-kind value of 160 total hours x \$40 per hour: \$6,400
5. Aspen Dental-Lewiston: 5 Dental Hygiene students for Fall 2021 and Spring 2022. In-kind value of 160 total hours x \$40 per hour: \$6,400

Question: Do each of the industry partners pay at least \$12 per hour

Yes

No

Question: Please upload completed MOU here.

[Generations Dental Benefits Summary 2020.pdf](#) (6/15/2021 2:58 PM)

[Avondale-Dental-Benefits Booklet 20-21.pdf](#) (6/15/2021 2:57 PM)

[Aspen Dental Benefit Guide final.pdf](#) (6/15/2021 2:57 PM)

[Generations Dental MOU.pdf](#) (6/1/2021 5:42 PM)

[Avondale Executed MOU.pdf](#) (6/1/2021 5:42 PM)

[Aspen Dental Spokane Valley.pdf](#) (6/1/2021 5:41 PM)

[Aspen Dental North Spokane.pdf](#) (6/1/2021 5:41 PM)

[Aspen Dental Lewiston.pdf](#) (6/1/2021 5:40 PM)

[Aspen Dental Coeur d'Alene.pdf](#) (6/1/2021 5:40 PM)

Project Overview

Question: Please provide a brief overview/executive summary of the training need(s), current/projected skills gaps, and what you're trying to accomplish with this project. (You are

limited to 2000 characters for this section so please be concise.)

Dental providers are asking NIC to produce more trained Dental Hygienists and Dental Assistants for the region's healthcare needs. The current numbers of trained practitioners are insufficient for the region's needs, as evidenced through Burning Glass Technologies' job posting data for the Spokane-Coeur d'Alene region. Dental assisting skills are in high demand, at 760 job postings over the last 12 months, and a ten-year growth projection of 13.4%. Dental hygiene demand for the region is average with 208 job postings over the last 12 months, and a projected ten-year growth of 13.6%

The Dental Hygiene program is currently limited to evening hours in the Heritage Health Dental Clinic away from the Coeur d'Alene campus. The Dental Assisting space is shared with other noncredit healthcare programs at the Workforce Training Center, and includes modified "macgyvered" equipment in a small space. To meet the region's healthcare and employer needs, NIC proposes to renovate the existing Winton Hall into the new NIC Dental Clinic. This retrofit will increase capacity for the dental hygiene program by adding annual entry rather than every other year entry point. Currently dental hygiene accepts 15 students every other year (10 NIC/5 LCSC); this will allow additional ten on the opposite years; maintaining a total 25 students from 1st and 2nd year - each year. Dental assisting accepts ten each semester and has recently increased to 12 anticipating additional lab space through this retrofit.

The nine-chair clinic will be adjacent to the Meyer Health & Sciences Building and has dedicated parking for patients. The clinic will provide a state-of-the-art, permanent teaching lab and clinic for the Dental Hygiene and Dental Assisting programs. The clinic will also create a welcoming and accessible space for enhancing oral health and oral health education for under-served populations in North Idaho.

Question: How will the project change and/or enhance the current landscape of Idaho's talent pipeline/development efforts.

Dental Assistants provide patient care, take radiographs, keep records, and schedule appointments. Dental Assistants perform technical work under the supervision of dentists. Dentists are relying more and more on dental assistants, who need a combination of clinical and interpersonal skills to perform a wide variety of tasks. The median salary for a Dental Assistant is listed at \$28,765, according to a recent Burning Glass report for the Spokane-Coeur d'Alene region.

The Dental Assisting program at NIC has existed for three years. The Dental Assisting program is currently housed at the Workforce Training Center in Post Falls. The program enrolled ten students each for the spring and fall semesters since January of 2019 for a total of 40, with completion of 36. In January of 2021, the cohort size increased to 12 in anticipation of a shared dental lab on main campus, which did not materialize. However, the completion rate remained comparable to NIC's former Dental Assisting cohorts completing nine of the ten students.

The Dental Assisting space is shared with other noncredit healthcare programs at the Workforce Training Center, and includes modified equipment. For example, esthetician chairs "macgyvered" into dental chairs. The small space is used as both a classroom and lab, making it difficult to navigate the room. The Dental Assisting program will be able to maintain the cohorts of twelve entering each semester rather than reducing back to ten per semester.

Dental Hygienists are oral health professionals responsible for preventing and treating oral diseases. Dental hygienists in Idaho require an associate degree or higher. Programs usually take 3 years to complete. All states require dental hygienists to be licensed; requirements vary

by state. The Burning Glass report lists the median salary for a Dental Hygienist at \$49,862.

North Idaho College launched a Dental Hygiene program in 2021 to meet the region's needs. NIC's cohort model trains a maximum of 15 students every two years; due to the incredibly high demand for this project and the historically high completion rate for NIC's other cohort programs, NIC expects 14 out of the 15 students to graduate. This two-year Associate of Applied Science degree prepares graduates for licensing in the State of Idaho. The Dental Hygiene program leases practicum space from Heritage Health in Coeur d'Alene. This space accommodates eight students and has eight dental chairs and operatories.

The Dental Hygiene program is currently limited to evening hours in the Heritage Health Dental Clinic away from the Coeur d'Alene campus. To accommodate ten students in the program during evening hours requires rotations out of the clinic. A new clinic will provide additional space, additional operatories, and full-day hours (while keeping evening hours to benefit employed students and clients), allowing the program to train more students and care for more patients. Classroom/lab space on the main campus is currently limited, and the program does not have a materials lab. Moreover, the clinic will provide a centralized sterilization station, materials lab, X-ray/CT space, a classroom, and nine operatories. Currently dental hygiene accepts 15 students every other year (10 NIC/5 LCSC); this will allow additional ten on the opposite years; maintaining a total 25 students from 1st and 2nd year - each year.

A single shared clinic will provide the opportunity for collaboration between the two programs. The clinic will provide the North Idaho community with quality preventative dental care at a low cost, a benefit for low- to moderate-income community members who do not have dental insurance. The clinic will be ADA accessible. The new clinic will provide a fully functional dental

clinic for students to learn and familiarize themselves to the real-world environment prior to clinical rotation.

Question: What specific skills training will be provided? Include any planned enhancements that will be made to current training.

Dental Assisting Skills

Typical responsibilities and skills include:

- Prepare patient, sterilize, disinfect instruments, set up instrument trays, prepare materials, and assist dentist during dental procedures.
- Record treatment information in patient records.
- Expose diagnostic dental radiographic images.
- Take and record medical and dental histories and vital signs of patients.
- Assist dentist in management of medical or dental emergencies.
- Provide postoperative instructions prescribed by dentist.
- Instruct patients in oral hygiene and plaque control programs.
- Order and monitor dental supplies and equipment inventory.
- Fabricate temporary restorations from preliminary impressions.
- Make preliminary impressions for study casts and occlusal registrations for mounting study casts.
- Pour, trim, and polish study casts.
- Clean and polish removable appliances.
- Fabricate and fit orthodontic appliances and materials for patients, such as retainers, wires, or bands.
- Schedule appointments, prepare bills and receive payment for dental services, complete insurance forms, and maintain records, manually or using computer.
- Apply fluoride to teeth.

Dental Hygiene Skills

Typical responsibilities and skills include:

- Perform oral healthcare and risk assessments that include the review of patients' health history, taking and recording blood pressure, dental and periodontal charting, oral cancer screening, and evaluation of oral disease/health.
- Evaluating a patients' current health status including all medications.
- Perform an extraoral and intraoral cancer screening.
- Complete a comprehensive dental and periodontal charting that includes a detailed description and evaluation of the gingiva and periodontium.
- Develop a dental hygiene diagnosis as a component of the dental diagnosis based on the oral health findings.
- Expose, process, and interpret dental radiographs.
- Remove biofilm plaque and calculus (soft and hard deposits) from the teeth both coronal and apical to (above and below) the gingival margin using dental instruments.
- Apply caries-preventive agents such as fluorides and sealants to the teeth.
- Discuss the progress being made toward isolating evidence that notes the potential association between systemic and oral health and disease.
- Administer local controlled and sustained release antimicrobial agents.
- Administer pain control agents such as local anesthetics and/or nitrous oxide analgesia.
- Provide patient education on biofilm plaque control and homecare protocol by incorporating techniques and products that will become part of an individualized self-care oral hygiene program.
- Counsel and coordinate tobacco cessation programs.
- Educate patients on the importance of good nutrition for maintaining optimal health.

Enhanced Skills

- Laser-assisted periodontal therapy
- Silver diamide fluoride therapy
- Special Populations: treating patients with developmental disabilities.

Question: How will the project accelerate the pathway to a career for individuals being trained.

As stated previously, the Dental Hygiene program is currently limited to evening hours in the Heritage Health Dental Clinic away from the Coeur d'Alene campus. To accommodate ten students in the program during evening hours requires rotations out of the clinic. The classroom/lab space on the main campus is currently limited, and the program does not have a materials lab. The Dental Assisting space is shared with other noncredit healthcare programs and includes inadequate equipment. The small space is used as both a classroom and lab, making it difficult to navigate the room.

A new clinic will prepare students to work in a modern practice. The career pathway will be made more convenient and accessible to students, removing the necessity to perform all training during abbreviated evening hours and away from the main campus. The clinic will provide additional space, additional operatories, and full-day hours (while keeping evening hours to benefit employed students and clients), allowing the Dental Hygiene program to train an additional cohort of students and care for more patients. The clinic will provide a centralized sterilization station, materials lab, X-ray/CT space, a classroom, and nine operatories. It will provide a space where collaboration between the two programs can occur. The new clinic will provide efficiency and eliminate the need for students to travel between campus and clinic. The clinic will allow the ability to simultaneously train dental assistants and dental hygienists, providing a "real-world" experience.

Question: If training exists in the marketplace, describe why this project better meets employer and/or workforce needs.

Dental Hygiene training does not exist in Region 1 or 2 outside of NIC's newly launched program, which includes a satellite location/dental clinic in region 2 on the LCSC campus. The closest dental hygiene program, which is a Bachelor of Science, is housed at Eastern Washington University's downtown Spokane, Washington location.

Dental Assisting has been offered at NIC for three years. Spokane Community College offers a Certificate and Associate of Applied Science in Dental Assisting. Carrington College offers a Dental Assisting Certificate of Achievement.

The Dental Assisting and Dental Hygiene programs located in the State of Washington require students to pay out-of-state tuition. The NIC clinic will allow students in northern Idaho to remain in their region, thereby eliminating out-of-state tuition costs, and in some cases reducing cost of living expenses.

Question: Who will receive training from this project (examples – general public or current employees) and how will they be recruited?

North Idaho College is an open-access institution. Trainees are members of the general public enrolled in NIC's Dental Assisting or Dental Hygiene programs.

Nationally, students demonstrate a high-level of interest in oral healthcare professions. North Idaho College uses various recruiting methods for all its programs. NIC has a strategic enrollment management plan and recruitment strategy. In addition, two Enrollment Coordinators work with small teams to build out communication plans and work with target audiences. NIC recruits from the high schools in the region (juniors, seniors, dual-credit), community members, and adult learners in Region 1, and the greater Spokane area, career technical education students, out-of-state students in AK, MT, OR and WA, and instate students at specific recruiting events such as Counselor Days across the state and several Boise-area engagements. The North Idaho College recruitment team consists of the following: two enrollment coordinators, one veteran's advisor, one American Indian support advisor, three financial aid officers, one dual-credit coordinator, one dual-credit advisor, one transition coordinator, and five student ambassadors. In addition, NIC belongs to the North Idaho Higher Education (NIHE) partnership, a five-campus cooperative agreement between NIC, BSU, LCSC, ISU, and UI. NIC's marketing and communication office brands and advertise the college and its programs. Part of NIC's marketing and recruitment plan includes "NIC Connect" a series of up to five (5) purposeful visits to Region 1 high schools to guide students through the enrollment process.

Students interested in Dental Assisting apply through the Workforce Training Center. Students interested in Dental Hygiene must complete one year of prerequisite courses and apply to the program's professional component.

Question: Please describe any credentials that participants will obtain.

The Dental Assistant program will prepare graduates to sit for the American Medical Technologists (AMT) registered dental assistant (RDA) certification exam.

Upon completion of the Dental Hygiene program, graduates will be eligible to take the National Dental Hygiene Board Examination (NBDHE) to earn the Registered Dental Hygienist (RDH) credential.

Question: Who will provide the training? (Identify the entity that will provide training, the qualifications of the trainer(s), and location of training site.)

North Idaho College will continue to provide the training. Location of the training would be 1000 W. Garden Ave., Winton Hall, Coeur d'Alene, Idaho. Qualifications of the faculty of both the Dental Hygiene Program and the Dental Assisting Program include:

- Registered Dental Hygienist (RDH)
- Registered Dental Hygienist Extended Access
- Restorative Dental Hygienist
- Registered Dental Assistant (RDA)
- Master's Degree
- Bachelor's Degree
- Certificate in Expanded Functions
- Certificate of Radiology
- Laser Certification
- CPR
- 6- 46 years' experience in the dental profession

Question: Where will the training be provided?

The training will be provided in the newly remodeled Winton Hall on North Idaho College's main

campus at 1000 W. Garden Ave., Coeur d'Alene, Idaho. Employer partners will provide clinical rotations for students through and beyond the grant period. MOUs developed are for two semesters as Dentists typically only commit to one year at a time. A one-year commitment is not uncommon.

Question: Please provide a detailed description of why funding is needed for this project?

During the 2020-21 academic year, North Idaho College (re)visioned Workforce Education and Development to include three goals:

Goal 1: Increase alignment, coordination, and accessibility of noncredit and credit program pathways and services to ensure student success.

Goal 2: Develop and maintain responsive programs and curriculum that are data-driven, co-developed with industry partners, and ensure success and career readiness for all students.

Goal 3: Evaluate and enhance existing college resources and infrastructure to support noncredit and credit efforts to be innovative and responsive to industry while increasing student learning and success.

This project aligns with the revisioning effort, which includes a focus on noncredit and credit systemization. Moreover, as evidenced earlier, the local industry need is such that a state-wide dental insurance company has committed to a major gift of \$242,500 for clinic equipment and \$7,500 in annual scholarship support for Dental Hygienist students.

This Industry Sector Grant is a request for funding to make related improvements and renovations necessary to the Winton Building. Funding for this project is needed as the College cannot cover the cost of retrofitting the existing building, and beginning January 2022, NIC must renew the lease with Heritage Health at a rate higher than the current lease amount of \$30,000 per year. The rate is yet to be determined however past discussions suggest a rate of \$100,000 per year. As such, NIC is highly motivated to complete the clinic retrofit during the summer and fall of 2021, as funds would be much better spent directly supporting student outcomes and oral health in our community.

Question: Will tuition be charged? If yes, please explain.

Yes, tuition will be charged. However, as with all CTE programs, the advisor will work directly with each student to ensure federal financial aid applications are completed for the dental hygiene program, and other funding options are offered for students pursuing the dental assisting program. Tuition for the Dental Hygiene program is estimated at \$7,499.50 per student. Tuition cost for the Dental Assistant program is estimated at \$3,495 per student. Tuition dollars are collected, however, CTE programs do not receive any tuition collected. All funding for CTE programs is provided through Idaho Division of Career Technical Education.

Training Schedule

Provide a quarterly training break-out for year one and year two. For year three show the number of planned NEW participants entering training and number of individuals exiting training for each course of training, for each quarter. Any example is provided on the provided training schedule.

[Training Schedule](#)

Question: Please provide an anticipated project start date?

8/2/2021

Question: How many training sessions will be held during the 36 months of the grant?

The grant project period would begin upon notice of award, potentially in August 2021. Remodel work would begin as early as summer or fall 2021 (estimated length for completion is five months), with estimated program moves in spring 2022. Dental Assisting students will continue to use the shared space at the Workforce Training Center, and Dental Hygiene students will use the current training space at Heritage Health while NIC's new clinic is prepared for them during the fall 2021 semester. At the start of the spring 2022 semester training will take place in the new clinic.

As evidenced by the drawings and estimates already provided, North Idaho College is poised and ready to move should this grant be awarded.

Dental Hygiene: Two cohorts of 15 students and one cohort of ten will be trained during the 36-month grant period. Cohort I started in January 2020, and will finish in December 2022. Cohort II will start in January 2023 and finish in December 2025. Cohort III will start in January 2024 and finish in December 2026.

Dental Assisting: Six cohorts of 12 students will be trained during the 36-month grant period August 1, 2021 – July 31, 2024.

Question: Please upload Training Schedule form here. A link to the form is provided at the top of this section.

[Training Schedule Denal Clinic Grant NIC 6-15-2021.xlsx](#) (6/15/2021 3:05 PM)

Sustainability

The industry consortium will need to show if and how the project will be sustained past the grant period.

Question: Please describe if and how the project will be sustained past the grant period?

As part of the instructional program offerings at North Idaho College, the Dental Hygiene and Dental Assisting programs receive dedicated and on-going financial and administrative support from the Idaho Division of Career Technical Education and through self-support funding.

The Dental Hygiene program receives dedicated funding from Idaho Division of Career Technical Education. Dental Hygiene students are eligible to receive federal financial aid and scholarships from the College and NIC Foundation.

The Dental Assisting program also generates revenue from student tuition/fees to cover faculty expenses and lab supplies only. Federal financial aid is not available for short-term training programs such as dental assisting; however, North Idaho College and NIC Foundation provide targeted scholarship support for students.

North Idaho College is fully committed to the on-going program costs, including program employee wages, benefits, and maintenance and operations and the sustainability of such through the Idaho Division of Career Technical Education. However, funding for retrofit and/or new buildings is not available from the Idaho Division of Career Technical Education, nor is the Clinic on the NIC Facility Plan. The earliest this could be revisited with the Board is next spring during the facility planning process, unfortunately, there are other higher priority projects on the Board list.

An existing facility owned and operated by North Idaho College will be the home of the new clinic. The only challenge facing North Idaho College at this time is securing the external resources needed to complete the remodel of the Clinic as quickly as possible. Thus, eliminating the multiple barriers identified previously, allowing NIC to meet the regions needs to train qualified Dental Assistants and Dental Hygienist.

Project Outcomes

Grant objectives must have measurable results on an individual participant level. Employees or job candidates should learn new skills that were not previously available and gain enhanced skills that allow them to achieve to a higher earning level.

Question: Number of participants/incumbent workers who will receive classroom training?

112.00

Question: Number of participants/incumbent workers who will complete classroom training?

103.00

Question: Number of participants/incumbent workers who will receive structured on-the-job training?

112.00

Question: Number of participants/incumbent workers who will complete structured on-the-job training?

103.00

Question: Number of individuals attaining some type of recognized credential, including degrees, occupational licenses, industry certifications and/or Idaho SkillStack Badges.

112.00

Question: Average wage for incumbent workers prior to training?

\$13.86

Question: Average wage for incumbent workers after training?

\$18.00

Question: Number of open enrollment individuals entering training-related employment within 30 days of training completion?

80.00

Budget

The application must provide a detailed budget identifying the direct personnel costs, fringe benefits, equipment cost, facility costs and other identified costs to deliver this training. For each line item on the budget, provide the budget amount, a detailed narrative describing how the line item amount was determined, the necessity of the item to develop/deliver training, and whether the cost is supported by grant funds or partner match (cash or in-kind).

[Budget Sheet](#)

Question: How else have you sought to fund this project?

Received cash from major donor for nine operatories and chairs. NIC has determined it cannot provide the cash needed for the facility retrofit in the timeline needed to complete the clinic by January 2022. NIC is committed to this project and is supporting it in the following ways: instructors' salary/benefits, maintenance/operations, professional development for faculty.

Question: Why do you think WDTF is a good source of funding for this project?

North Idaho College, in partnership with industry and community partners, has successfully launched and has sustaining funding in place for the NIC Dental Hygiene and Dental Assisting programs. With your investment in the repurposed NIC owned facility, the NIC Dental Clinic will become a reality expeditiously in service and support of the current and future workforce needs. The NIC Dental Clinic will provide a state of the art, permanent teaching lab and clinic for the Dental Hygiene and Dental Assisting Programs. In addition, the clinic will create a welcoming and accessible space to enhance oral health and oral health education for underserved populations in North Idaho. The NIC Dental Clinic will be adjacent to the Meyer Health & Sciences Building and has dedicated parking for patients. One of the advantages of the NIC Dental Clinic will be to provide increased access to dental services and oral health to the underserved patients of the region. As part of the program, each student must have 50 patients completed to graduate. We estimate that the NIC clinic would accommodate approximately 800 patient encounters over a two-year period with clinic operation hours (6:00pm-9:00pm) contributing to a robust patient pool. The clinic operates on a low fee model to provide access and attract underserved populations. The revenue generated from patient fees will go to compensating supervising dentists. In addition to the patients served in the dental hygiene clinic, the students will provide dental education for the child, adolescent, adult, geriatric, and special

needs patients of the community. Students will participate in community health fairs, school oral health programs, daycare facilities, long-term-care facilities, and provide educational interventions to other healthcare support groups. Your investment will ensure NIC will: • continue to deliver quality education and training that will elevate the economic mobility of Idahoans through training that leads to wage gains and retention and to more fully develop the talent pipeline; • enhance NIC's ability to expand collaborative opportunities with industry and community and to serve as a resource and partner; • continue to serve employers by elevating the skills and knowledge of their current and future employees and provide a ready workforce to meet their needs and to promote innovation in talent development for the dental industry in service to Idahoans.

Question: Please download the attached budget. Once completed, upload budget here. A link to the budget is provided above.

[NIC ISG Budget Narrative and Expenditures FINAL.xlsx](#) (6/17/2021 9:24 AM)

Tracking and Reporting

WDTF grant funds must be expended within a 36-month period. Award of funds will require the lead applicant/grant recipient to provide "skill training plans" for each job classification, identification of vendor training, training descriptions, skill attainments and costs. If the consortium provides internal training, the training must be a structured on-the-job training with a specific outline of the training curriculum, skills gained, expected outcomes and details on the effectiveness of the training.

Question: Entity responsible for tracking and reporting.

North Idaho College

Question: Contact Person First Name

Christy

Question: Contact Person Last Name

Doyle

Question: Job Title

Dean of Instruction - Workforce Education

Question: Contact Phone

(208) 769-3481

Question: Email Address

Christy.Doyle@nic.edu

Question: Street Address

1000 West Garden Avenue

Question: City

Coeur d'Alene

Question: State

ID

Question: Zip Code

83814-2161

Organizational and Fiscal Capacity

The grant recipient – either the lead applicant or the training provider identified above – must have the organizational and fiscal capacity to track funds and safeguard spending.

Question: Please provide a short summary outlining your organizational capacity to complete this project?

North Idaho College (region 1) is fully accredited by the Northwest Commission on Colleges and Universities (NWCCU). NWCCU is a regional authority on educational quality and institutional effectiveness of higher education institutions. NIC is a comprehensive community college with a significant history of successful management of federal and state grants. NIC has received four Idaho Department of Labor grants (three WDTF sector grants, one WDTF micro grant) which support our Health Professions, Aerospace, and Wood Products initiatives. NIC maintains the administrative, fiscal, and accountability systems necessary to track results and report the return on investment for workforce programs to federal agencies. The NIC Business Office and NIC grants development personnel have direct experience with a variety of federal and state funding sources including Carl Perkins, Community Based Job Training, U.S. Department of Health and Human Services, U.S. Department of Education, U.S. Department of Labor, the National Science Foundation, Idaho Department of Labor, and the Idaho Humanities Council. NIC has established practices and experience in executing grant sub-awards and memorandums of agreement with partnering educational institutions and project consortium members.

Question: Please describe the grant recipient's accounting structure, job titles, and qualifications of staff responsible for fiscal actions.

NIC's Business Office uses customary and approved accounting practices, and the college complies with the state's accounting and financial reporting system. Program financial reports are submitted monthly to all administrators for review. NIC currently has two senior accountants who oversee the fiscal activities of state and federal grants that the college secures.

The staff has the experience and skill to lead and manage the project, ensure timely

implementation, address program or fiscal challenges, meet technical assistance needs, and ensure the project teams are meeting their fiscal performance outcomes and deliverables.

Fiscal administration of the proposed project will be administered through NIC's Business Office, where Vice President for Finance and Business Affairs Chris Martin, provides oversight of all fiscal operations. Martin has been an administrator at NIC since 2014 and successfully manages an institutional budget of over \$65 million each year. Previously, Martin was a vice president at Wichita Area Technical College with oversight of finance, facilities and college operations and managed a budget of over \$50 million. Martin has over fourteen years of management experience in higher education administration, and he reports to the NIC President.

Question: Please provide a statement from the entity's independent auditing firm regarding the entity's most recent fiscal audit to include a statement of any audit findings. The application may be rejected if audit findings exist. Attach signed statement here.

[NIC 2020 AU260 audit findings ltr.pdf](#) (6/1/2021 5:56 PM)

Terms and Conditions

[Terms and Conditions](#)

Question: I certify I have read the terms and conditions governing the Workforce Development Training Fund grant and agree to comply if awarded a training grant. Click on the link above to view a copy of the terms and conditions.

Yes

No