

FY25 Nursing FTES

Allocation-Specific Assurances

This assurances document must be signed by the college president or their designee and submitted to Anna Nikolaeva Olson at anikolaeva@sbctc.edu at the time the college completes the associated Program Funding Request (PFR). A signed copy must be kept on file at the educational institution.

This assurances document recognizes SBCTC is expediting nursing allocations at the system's request in order to allocate resources quickly, to ease administration, and to create uniformity across new funding streams where possible. These allocation-specific assurances encompass both the language that is typically contained in assurances for workforce funding and new language addressing items that would be included in program guidelines typically issued by SBCTC.

It is assured and understood that:

1. A signed assurances document indicates that all relevant instructional, administrative, and budget staff persons have reviewed these assurances and understand the expectations set forth herein.
2. Acceptance of these funds implies agreement that the funds will be used in direct support of the professional-technical instructional intent of the funding, as provisioned by the Washington State Legislature.
3. Acceptance of these funds implies agreement to comply with all applicable federal, state, and local requirements, and that administration costs for these funds is capped at 10 percent.
4. Any materials developed with these funds shall be considered the property of the State of Washington and shall be available to other educational institutions, at no cost, upon request.
5. Any materials developed with these funds shall be subject to the SBCTC's Open Licensing Policy, requiring that all digital software, educational resources, and knowledge produced as part of this funding be placed under the Attribution license from Creative Commons. This license will allow others to use, distribute, and create derivative works based upon the digital works, while still allowing authors to receive credit for their efforts.
6. Any equipment procured with these funds must be documented in such a way that can be reported to SBCTC separately from procurements using other fund sources. Proper inventory controls will be maintained for any equipment procured with these funds.
7. Acceptance of these funds implies agreement to provide complete and timely program and fiscal reports upon SBCTC request. Reporting may include the itemized disclosure of fund utilization and enrollment expansion in order to determine whether funds were utilized in compliance with allowable expenses and in alignment with programmatic and legislative intent.
8. Acceptance of these funds implies agreement to participate, as called upon, in legislative work sessions and other forums in which decision makers request information about state budget investments in education and training.



9. Acceptance of these funds implies agreement to provide data and input into any SBCTC deliberations about performance outcomes and funding redistribution.
10. Acceptance of these funds implies agreement to maintain an allocation-specific budget and expenditure record that can be reported to SBCTC upon request.
11. Acceptance of these funds implies agreement to demonstrate how student recruitment and retention efforts using these funds result in equitable program access and progression for underserved populations specific to these funds.
12. Acceptance of these funds implies agreement to implement coding requirements that may be set-forth by SBCTC subsequent to the allocation of funding. Requests made by SBCTC to college instructional administrators, enrollment administrators, and/or institutional researchers to test and validate coding will be responded to in a timely manner.
13. The collect understands that these funds may be subject to redistribution after year two of funding, based on outcomes and college input.
14. SBCTC reserves the right to add additional requirements for institutions deemed to be of higher audit risk. Additional requirements may include, but are not limited to, additional reporting requirements or additional monitoring to assess the institution's ability to adhere to program funding requirements.
15. Funds become available by allocation after the request has been approved, and once approved, may be expended through June 30, 2025. Funds supporting FTES growth are recurring, subject to appropriations by the state legislature and any redistribution policies adopted by the State Board. Terms in this document apply to recurring funds.

Certificate of Assurance

THE APPLICANT AGREES to adhere to the conditions and requirements outlined above.

FURTHERMORE, the applicant agrees to comply with federal and state fiscal control procedures to (1) avoid the commingling of federal and state funds, and (2) provide necessary program and financial descriptive and statistical reports.

FURTHERMORE, the above applicant certifies that that information contained in the associated Program Funding Request (PFR) is true and correct to the best of its knowledge, and that this application is consistent with the intent set forth in the 2023-25 Washington State Operating Budget Engrossed Substitute Senate Bill 5187 PL Sec. 605.

College President or Designee Name: _____ Date: _____

Signature: _____

Email signed form to Anna Nikolaeva Olson at anikolaeva@sbctc.edu.