**Funding Proposal for Strong Workforce Program (SWP) and Perkins Funds**

**Due Date: April 1, 2019**

Name of CTE Program: Contact Person:

TOP Code:

*1. All fundable SWP projects must meet a documented labor market demand based on one or both of the following criteria:*

This program meets the SWP labor market demand requirement (Attach LMI data):

Demand outweighs Supply  More than 50% of completers attain a living wage

Provide a brief narrative of supply/demand data:

*2. The goal of Perkins and Strong Workforce funding is to provide “more and better” CTE. Proposals must demonstrate faculty interest and basic planning that reflects how funding will support your program to positively impact one or more SWP metrics.*

Indicate which metric/s your proposed project will address:

Increase CTE enrollments  Improve employment rates

Improve course success rates  Increase employment in field of study

Improve transfer rates  Increase median earnings

Improve program completions  Increase proportion of students who attain living wage

Core indicator data below negotiated levels

*3. Indicate whether the projects/strategies below have been included in your most recent program review.*

Yes  No

*NARRATIVE:*

*4. Describe the proposed use of funds and SPECIFICALLY how this plan is designed to positively impact one or more of the metrics above (use bullet points, and keep to 1-2 paragraphs).*

*5. In addition to direct funding for this project, what, if any other supports are needed to achieve the projected outcomes? What assets and support does your program currently have that ensure success?*

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| **CATEGORY** | **DESCRIPTION** | **AMOUNT** |
| **Supplies** *[including taxes, S&H costs, etc…]* |  |  |
| **Equipment** *[including taxes, S&H costs, etc…]* |  |  |
| **Software** *[including taxes, S&H costs, etc…]* |  |  |
| **Travel- Conferences/Prof. Dev.** |  |  |
| **Consultant/vendor fees** |  |  |
| **Classified – hourly** |  |  |
| **Faculty – hourly** |  |  |
| **Faculty – re-assigned time (and/or Backfill) or stipend** |  |  |
| **Benefits** |  |  |
| **Student assistant(s)** |  |  |
| **Other** |  |  |
| **TOTAL Perkins REQUEST** |  |  |
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*6. To the best of your ability, estimate project costs. You may have to seek assistance from the Business Office to accurately ascertain personnel or IT costs.*

**Perkins Funds:**

For Perkins Funds, please complete Perkins Section 1 & 2.

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| **Briefly describe program improvement issue(s) concerning this TOP code and include specific examples. (Limited to 2,000 characters, or approximately ½ page of text.)** [**For sample narrative responses, click here**](#SR1)**.** | | |
|  | | |
| **Briefly describe how the issue(s) will be addressed. (Limited to 2,000 characters, or approximately ½ page of text.)** [**For sample narrative responses, click here**](#SR2)**.** | | |
|  | | |
| Below are the nine §135(b) Requirements for Uses of Funds. Programs receiving these funds must meet these requirements. Indicate with a check mark those requirements that the program currently meets (met). Any remaining unmet requirement(s) must be addressed with completed or ongoing activities by the time of submission of the final report by August 30, 2016. Note: If all nine required uses of funds have been met, funds may be used for the permissive activities specified in number 10. | *Indicate with a check mark which requirements have been met, below.* | |
| **Requirements for Uses of Funds** | **MET** | **UNMET** |
| 1. Strengthening the academic, and career and technical skills of students participating in CTE programs through the integration of academics with CTE programs. [§135(b)(1)] |  |  |
| 1. Link CTE at the secondary and the postsecondary levels, including by offering elements of not less than one program of study described in §122(c)(1)(A). [§135(b)(2)] |  |  |
| 1. Provide students with strong experience in and understanding of all aspects of an industry, which may include work-based learning experiences. [§135(b)(3)] |  |  |
| 1. Develop, improve, or expand the use of technology in CTE, which may include training to use technology, providing students with the skills needed to enter technology fields, and encouraging schools to collaborate with technology industries to offer internships and mentoring programs. [§135(b)(4)] |  |  |
| 1. Provide in-service and pre-service professional development programs to faculty, administrators, and career guidance and academic counselors involved in integrated CTE programs, on topics including effective integration of academics and CTE, effective teaching skills based on research, effective practices to improve parental and community involvement, effective use of scientifically based research and data to improve instruction. Professional development should also ensure that faculty and personnel stay current with all aspects of an industry; involve internship programs that provide relevant business experience; and train faculty in the effective use and application of technology. [§135(b)(5)] |  |  |
| 1. Develop and implement evaluations of the CTE programs carried out with Perkins funds, including an assessment of how the needs of special populations are being met. [§135(b)(6)] |  |  |
| 1. Initiate, improve, expand and modernize quality CTE programs, including relevant technology. [§135(b)(7)] |  |  |
| 1. Provide services and activities that are of sufficient size, scope and quality to be effective. [§135(b)(8)] |  |  |
| 1. Provide activities to prepare special populations, including single parents and displaced homemakers enrolled in CTE programs, for high-skill, high-wage or high-demand occupations that will lead to self-sufficiency. [§135(b)(9)] |  |  |
| **FOR THOSE REQUIREMENT(S) LISTED ABOVE AS “UNMET:”**  **Describe specific activity(ies) intended to address the unmet requirement(s).** **(Limited to 2,000 characters, or approximately ½ page of text.)** [**For sample narrative responses, click here**](#SR3)**.** | | |
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**Perkins Section 1**: Fill out yellow sections with short narrative and determine what required area is unmet. Your proposal should be directed at meeting this unmet need.

**Perkins Section 2:** Please check the permissive use that your proposal will support.

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| 1. **Permissive Uses Per Section 135(c) (*check activities to be funded with CTE funds*)** | | |
|  | 1. Involve parents, businesses, and labor organizations, in the design, implementation and evaluation of CTE programs. [§135(c)(1)] | |
|  | 1. Provide career guidance and academic counseling for students participating in CTE programs, that improves graduation rates and provides information on postsecondary and career options, and provides assistance for postsecondary students and adults, [§135(c)(2)] | |
|  | 1. Local education and business partnerships, including work-related experiences for students, adjunct faculty arrangements for qualified industry professionals and industry experience for teachers and faculty. [§135(c)(3)] | |
|  | 1. Provide programs for special populations. [§135(c)(4)] | |
|  | 1. Assisting career and technical student organizations. [§135(c)(5)] | |
|  | 1. Mentoring and support services. [§135(c)(6)] | |
|  | 1. Leasing, purchasing, upgrading or adapting equipment, including instructional aides and publications (including support for library resources) designed to strengthen and support academic and technical skill achievement. [§135(c)(7)] | |
|  | 1. Teacher preparation programs that address the integration of academic and CTE and that assist individuals who are interested in becoming CTE faculty, including individuals with experience in business and industry. [§135(c)(8)] | |
|  | 1. Developing and expanding postsecondary program offerings at times and in formats that are accessible for all students, including through the use of distance education. [§135(c)(9)] | |
|  | 1. Developing initiatives that facilitate the transition of sub-baccalaureate CTE students into baccalaureate degree programs, including articulation agreements, dual enrollment programs, academic and financial aid counseling and other initiatives to overcome barriers and encourage enrollment and completion. [§135(c)(10)] | |
|  | 1. Providing activities to support entrepreneurship education and training. [§135(c)(11)] | |
|  | 1. Improving or developing new CTE courses, including the development of programs of study for consideration by the state and courses that prepare individuals academically and technically for high-skill, high-wage or high-demand occupations and dual or concurrent enrollment opportunities. [§135(c)(12)] | |
|  | 1. Developing and supporting small, personalized career-themed learning communities. [§135(c)(13)] | |
|  | 1. Providing support for family and consumer sciences programs. [§135(c)(14)] | |
|  | 1. Providing CTE programs for adults and school dropouts to complete secondary education or dropouts to complete secondary education or upgrade technical skills. [§135(c)(15)] | |
|  | 1. Providing assistance to individuals who have participated in services and activities under this Act in continuing their education or training or finding an appropriate job. [§135(c)(16)] | |
|  | 1. Supporting training and activities (such as mentoring and outreach) in nontraditional fields. [§135(c)(17)] | |
|  | 1. Providing support for training programs in automotive technologies. [§135(c)(18)] | |
|  | 1. Pooling a portion of such funds with a portion of funds available to other recipients for innovative initiatives. [§135(c)(19)] | |
|  | 1. Supporting other CTE activities consistent with the purposes of the Act. [§135(c)(20)] | |
| **NOTE: If you indicate Perkins funds are being used for the specified activities below, then there must be funding for the activity(ies) indicated in the line item budget for that TOP Code program(s) funded.** | | |
| **Check all types of activities to be funded with Perkins Funds:**  [ ] Professional Dev. (including stipends)  [] Instructional Equipment Purchase/Replacement  [ ] Facility Rental/Lease (off-campus location)  [ ] Curriculum Development  [ ] Program Marketing and Outreach  [ ] Other (specify)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | [ ] Instructional Materials Purchase/Replacement  (including software)  [ ] Project Administration  [ ] Programs/Services for Special Populations  [ ] Consultants or Other Contracted Services |
| **Check one: UNMET REQUIREMENTS WILL BE ADDRESSED:**   * **Entirely with Perkins Funds** * Entirely with Other Funding Sources * Using Both Perkins and Other Funding Sources | | |

*Initiator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dean: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Please submit proposal by* ***March 1, 2019*** *to Natalie Hannum, Dean of Workforce and Economic Development.* [*nhannum@losmedanos.edu*](mailto:nhannum@losmedanos.edu)*. 925-473-7404.*