Learning that works for South Dakota

CTE™

Workforce Education Grants
Background

- Workforce Education Grant fund established in 2013 through SB 235

- Up to $1.5 million annually to provide grants for CTE in secondary schools

- Grants allow opportunity to make transformative change in career and technical education programs

“CTE is at the intersection of education and economic development. These programs give students...opportunities to work with the latest technology hands-on.”
- Governor Daugaard, 2014 State of the State Address
Background

• First grants available to CTE programs in 2016

• Total amount requested in 2016 = $1.6 million from 14 school districts
  – About $800,000 awarded to 9 districts
  – Those who weren’t awarded were asked to revise and strengthen applications and resubmit in 2017
  – Projects will continue through the end of calendar year 2017
South Dakota
Administrative Rule 24:10:47

• Board of Education promulgated rules for the grants in 2014

• Chapter 24:10:47 Workforce Education Grants
  – 24:10:47:01 Purpose.
  – 24:10:47:02 Criteria for grant funds.
  – 24:10:47:03 Eligible projects.
  – 24:10:47:05 Application and award period.
  – 24:10:47:07 Grant conditions.
  – 24:10:47:08 Grant reporting and evaluation.
Grant Purpose

• Support & align secondary school CTE systems with South Dakota's postsecondary education programs and workforce needs

• Develop the state's talent pipeline for workforce development and economic growth
Grant Eligibility

• Serve 7th – 12th grade students

• Applicants = Local Education Agencies (LEAs)
  – Public, non-public, BIE/ Tribal, cooperative, multi-district

• LEAs who are awarded grants will serve as fiscal agents through completion

• Demonstrate commitment by all grant partners

• Establish sustainability
Project Criteria:

1. Build, reform or enhance an approved secondary CTE program

2. Align to high-skill, high-demand, & high-wage careers & postsecondary education programs in South Dakota

3. Demonstrate the ability to complete the project.
Project Categories:

• Must fall within one or more of the following:
  – Evaluation for alignment to postsecondary education and work force demands;
  – Development of career pathways or programs of study;
  – Development of career guidance or work-based learning programs;
  – Educator training;
  – Facilities;
  – Equipment; or
  – Instructional materials.
Grant Submission Guidelines

• Next round of awards will be available in early Fall 2016
  – awarded through a competitive submission and review process
  – expected to make significant and meaningful improvements to career & technical education programs
  – should not be one-off projects
  – Require one-to-one match
  – 18 months to complete

• Anticipate awards made around January 1, 2017
Priority Points

- **Evaluate** local CTE systems to redesign approved programs
- Demonstrate **alignment** to postsecondary & SD workforce needs & include work-based learning, dual/concurrent credit, and applicable CTSO;
- **Collaboration** between multiple secondary schools;
- **Partnerships** with postsecondary education & business or industry;
- **Industry-grade** practices, equipment, & student certifications;
- **Integrate** academic content, work-readiness skills, & entrepreneurship education;
- Increase access to & support for approved secondary CTE programs in rural areas;
- Plan for **sustainability**;
- Support the **retention** of highly effective teachers, career counselors, & administrators for approved secondary CTE programs.
Grant Submission Guidelines

• One-time awards

• Complete applications include
  1. grant application
  2. budget and narrative
  3. signed grant assurances

• Submit two signed, original to DOE
  – Email .pdf copy of complete & signed application
Grant Match

• One-to-one required
  – In-kind contributions
  – Monetary contributions

• Document adequately and only in approved award period

• Necessary & reasonable

• Outlined in approved budget

• Values for contributed services/property established with CFR Part 200 Uniform Guidance § 220.306

[Logo: CTE - South Dakota Department of Education]
Grant Match

• Match & Perkins:
  – Meet all requirements from USDE & SD DCTE
  – Perkins budget expenditures in Workforce Ed application are not automatically approved through annual Perkins budget request
  – Perkins consortium members:
    • Consortium must be grant partner
    • Members of consortium must agree that applicant can use designated portion of Perkins allocation for the grant project
Eligible Partnerships

• Secondary Schools
  – Accredited in SD
  – Serve 7th-12th grade students
  – Approved CTE programs

• Postsecondary Education Partners
  – Technical institutes
  – Universities
  – Tribal Colleges
Eligible Partnerships

• Business or Industry
  – Businesses
  – Industry organizations
  – Cooperatives
  – Development corporations
  – Non-profit organizations
Grant Conditions

- Amount of grant may not exceed actual costs.
- Paid on a reimbursement basis.
- Reimbursement subject to adequate progress.
- Funds must be necessary and reasonable to complete project.
- Documentation must be available to support all expenditures. Expenditures must be approved before the end of the grant period. LEAs required to utilize financial accounting system to track expenditures.
- Capital expenditures: work paid with grant funds must comply with applicable building codes and standards.
- Complete within 18 months following grant approval.
- Project must be supported with match resources in an amount equal to the awarded grant.
- Grant may not be used for salaries and benefits, costs associated with writing grant proposal, contractual obligations before the award date, purchases that become the property of any individual/organization other than grantee, or purchases/services beyond the project outcomes/activities.
- Any program created through grant dollars must fulfill the requirements of approved secondary CTE programs in South Dakota.
Project Application

• Applications must make clear
  – what the project is,
  – what it will accomplish, and
  – why it is important.

• Do not include extraneous material

• Succinct applications which clearly address the criteria of SD Administrative Rule 24:10:47
Project Application

• Application cover page – 1 page
• Application overview – 1 page
• Narrative: Project Goals & Objectives – 1-2 pages
• Narrative: Commitment & Capacity – 1-2 pages
• Letters of Support – 1 page each
Project Budget

• Detailed budget outlining expenditures by
  – Workforce Education Grant
  – In-Kind Match
  – Monetary Match

• Detailed budget narrative
  – Illustrate the impact of all budgeted items on the completion of the project
  – Describe all direct costs – reasonable, allowable, & justified
## Project Budget

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Grant Funds Requested</th>
<th>In-Kind Match Secured</th>
<th>Monetary Match Secured</th>
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<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
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<tr>
<td>Purchased Services</td>
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<tr>
<td>Including educator training and facilities</td>
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<td>Travel</td>
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<tr>
<td>Equipment – Non-capitalized</td>
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<tr>
<td>Equipment – Capitalized</td>
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<tr>
<td>Materials &amp; Supplies</td>
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<tr>
<td>Including instructional materials, design, printing, and promotion</td>
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<tr>
<td>Other Project Costs</td>
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<td>Specify</td>
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<tr>
<td>Administrative Costs, <em>not to exceed 2% of the project total</em></td>
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<tr>
<td><strong>TOTALS</strong></td>
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<tr>
<td><strong>Total Grant Costs</strong></td>
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<tr>
<td>Requested grant funds + in-kind contributions + monetary contributions</td>
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</table>
Grant Assurances

• Read carefully to understand expectations
• Copies submitted must include original signatures.
Scoring Rubric

• Screening questions for all applications from SD Administrative Rules 24:10:47:02 & 24:10:47:03

• Scores based on SD Administrative Rule 24:10:47:04
  – Total of 90 points possible
  – Descriptions of point awards described
Grant Project Manager

- Authorized decision maker
- Coordinate & drive work with all partners
- Ensure
  - quality completion,
  - fiscal accountability, &
  - sustainability of project
- Liaison with DCTE
SD In-Demand Careers

- SD Department of Labor & Regulation (DLR)
  - Labor Market Information Center (LMIC)
  - [http://dlr.sd.gov/lmic/default.aspx](http://dlr.sd.gov/lmic/default.aspx)
Other Notes

• Grantees will:
  – Participate in site visits, technical assistance, surveys, interviews, etc.
  – Submit relevant data
  – Contribute in fiscal & data monitoring
  – Submit progress reports regularly
  – Submit final grant report
Application Tips

• **Dream BIG. Clarify your vision.**
• Review [grant guidance](http://doe.sd.gov/octe/weg.aspx) closely and develop application
• Read SD Admin. Rule **24:10:47**
• Become familiar with application review [rubric](http://doe.sd.gov/octe/weg.aspx)
Looking for Ideas?

- Read about [2014 Governor’s Grants for CTE projects](#)
2016 Grant Awards

• Gayville-Volin
  – Expansion of transportation program and facilities

• Hitchcock-Tulare
  – upgrade to ag metals & precision agriculture instruction
2016 Grant Awards

• Meade
  – Expansion of machining program

• Mitchell
  – Equipment enhancements in IT, Architecture, and Biomedical Sciences
  – Implementation of a ground-breaking 1+1 LPN program with MTI
2016 Grant Awards

• Platte-Geddes
  – Upgrade to AFNR facilities

• Sioux Falls CTE Academy
  – Addition of concurrent credit diesel courses with LATI
  – a first for secondary programs
2016 Grant Awards

- Webster
  - Addition of PLTW Biomed program (human body systems and Principles of Biomedical Sciences courses)

- Yankton
  - Expansion of internship program and concurrent credit, technical courses with MTI
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General Questions
• Regional Career Development Specialists are happy to discuss potential grant ideas. Contact information, by region and content expertise, is located at http://doe.sd.gov/octe/cte.aspx.