

North Dakota Perkins V Innovation Grant: Expanding Access to and Participation in Career and Technical Student Organizations

Section I: Grant Information

A. Background

The Strengthening Career and Technical Education in the 21st Century Act or Perkins V was passed by the US Congress in July 2018, going into effect July 1, 2019. Within the Perkins V Act, Section 112(a)(3)(c), the State has the authority to utilize reserve funds, up to 15% of 85% of the State's allocation, to award grants to eligible recipients for career and technical education activities that meet the following criteria:

- A) Located in Rural Areas;
- B) Areas with high percentages of CTE concentrators or CTE participants;
- C) Areas with high numbers of CTE concentrators or CTE participants; and
- D) Areas with disparities or gaps in performance.

The intent of the grant is to foster innovation through the identification and promotion of promising and proven career and technical education programs, practices, and strategies.

Funding for the North Dakota Perkins V Innovation Grant is determined by the annual federal Perkins allocation and the North Dakota State Board for Career and Technical Education.

Application Due Date: October 30, 2020

B. Purpose

The purpose of the North Dakota Perkins V Innovation grants is to expand access, improve quality, and to spur innovation in our Career and Technical Education Programs.

Sample Project Criteria:

1. *The proposed project would expand access and promote inclusion by distance education and/or special populations students.*
2. *The proposed project will result in the development of innovative models for inclusion of underserved students.*
3. *The proposed project will improve program quality by offering leadership development skills to special or underserved populations.*

C. Eligibility

All Perkins Eligible recipients are eligible to apply.

D. Administration

The Perkins V Innovation Grant is administered by the North Dakota Department of Career and Technical Education. References to ‘Department’ throughout the guide mean the North Dakota Department of Career and Technical Education.

Send proposals to:

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Section II: Grant Proposals

A. Rationale:

The expanding use of distance technologies for teaching CTE coursework has created access to CTE instruction for a great many students, rural students in particular; however, increased access to instruction (via online, IVN technology, or hybrid delivery methods) has not always resulted in inclusion in North Dakota’s various student organizations by distance education students.

Key stakeholders representing North Dakota’s businesses and industries consistently advise that the development of leadership abilities and career ready practices are just as essential to the student’s success in the workforce as is content knowledge. Participation in student organizations is key to the development of such skills.

North Dakota’s CTE program quality standards require that CTE students must have the opportunity to develop leadership skills. This innovative grant project seeks to identify models to eliminate barriers to access to participation in student organizations by all CTE students, no matter where they reside, and including special population students.

B. Proposal Requirements

Grant proposals will contain a detailed narrative describing the project, an itemized budget with sufficient detail to provide a rationale for inclusion in the budget, and an evaluation methodology. Proposals not meeting the format requirements, below, will not be rated until clarification or additional information is sufficient for the proposal rating process.

C. Proposal Format

1. Current Status: Barriers and Successes

List the CTE programs that are currently distance-delivered by your school. Provide the following information regarding current access to the CTSOs associated with those programs:

- a) Has the program previously offered CTSO membership to students enrolled in distance-delivered programs? If so, describe any successes and/or barriers encountered.
- b) Has the program previously offered CTSO membership to students who are members of special population groups*? (*Includes students with disabilities, economically disadvantaged students, students preparing for nontraditional fields, pregnant/parenting students, English Learners, out-of-workforce students, homeless students, students who are in or aged out of foster care, and students with parents in the active military.) If so, briefly describe any successes and/or barriers encountered.

2. Project Activities

Provide a description of the recipient's plan to eliminate barriers to access to CTSOs:

- a) by students enrolled in distance delivered CTE programs and/or
- b) by students who are members of special populations groups.

Include the following details:

- a) A timeline outlining the steps the school will undertake to provide access, and the targeted date by which full access is expected to be achieved;
- b) An explanation of how the student leaders in each of the targeted CTSOs will be involved in finding solutions to access barriers.

3. Evaluation Methodology:

- a) Describe how the recipient will evaluate the project. Measures of success should include a comparison of numbers of distance education and special population students enrolled in CTSO(s) before and after the conclusion of grant activity.
- b) Include an assessment of the most promising practices used by the recipient to expand access.

4. List the names and titles of the personnel expected to play key roles in the project. Briefly describe the roles/responsibilities to be performed. Include the name of the individual with overall responsibility for project coordination and their contact information (e-mail address; school address, phone number).

D. Budget Proposal

The budget section of the application will include a budget breakout with budget detail.

Grants may be approved in amounts up to \$10,000.

List each item to be supported with grant funds and include sufficient detail to explain the rationale for inclusion in the budget.

Items may include:

Salary support

Equipment

Supportive services funds (transportation, dependent care, materials, or supplies as needed for CTSO participation by special population students).

Other: Describe.

NOTE: Funds under the North Dakota Perkins V Innovation Grant may not be used to supplant funding for current programs and current operations.

Total Project Cost: \$ _____

Grant Funds Requested

Item	Cost	Explanation of need:
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

Section III: Proposal Review and Approval

A. Proposal Review and Rating

Review and rating of proposals is conducted by the Department. If the application requires additional information for clarity or completeness, the applicant will be notified.

1. Proposals will be rated by the department, according to the following:

- a) Description of Project Activity (40 Points)
- b) Description of Evaluation Methodology (35 points)
- c) Budget Proposal (25 points)

Total Points = 100

B. Approval and Notification

Upon approval by the State Director, the Department will notify the eligible recipient of the award by contacting the respective local administrator. The notification will include:

1. Amount awarded.
2. Request that the local administrator name an authorized agent as the contact with the department on the specific grant.

Section IV: Reporting Requirements

Upon completion of the grant activity, the recipient agrees to the following:

1. Narrative Report:

Describe lessons learned over the course of the grant activity. Include:

- a) Which activities were successful? Unsuccessful? Explain.
 - b) If the project were to be repeated, what should be done differently? Why?
 - c) Did the project produce any surprising results? Describe.
 - d) Will grant activity be continued by the recipient following the end of the grant period? Will innovative methods identified by the grant activity be adopted by other CTSOs? Explain.
2. Recipient will upload all grant documents (application, reports, and requests for funds) into BRP. Requests for funds must include receipts supporting the expenditure of grant funds.
 3. Recipient agrees to participate in a presentation or panel discussion at NDCTE's annual Professional Development Conference for the purpose of sharing grant activity, successes, lessons learned, and advice for other schools seeking to expand access to CTSOs.

Section V: Agreements

1. If the recipient declines to implement grant activity following approval, the recipient will notify the department as soon as possible.