



## CURRICULUM MINI-GRANT REQUEST FOR PROPOSALS 2010-2011

The Clackamas Career and Technical Education Consortium (C-TEC) is accepting grant proposals for the 2010-2011 school year. Application for the C-TEC mini-grants is available to teams or individual teachers from high schools in Clackamas County and the community college. Teachers may submit more than one proposal.

### OBJECTIVES:

The C-TEC mini-grants for secondary and post-secondary programs must contribute to the improvement of Career and Technical Education Programs of Study under the new Perkins IV Act by addressing at least **THREE** of the following objectives (i.e. the numbered statements below):

#### Standards and Content

1. Align programs with industry standards, e.g. Oregon Skill Sets, NATEF, AWS, etc
2. Incorporate the Oregon Diploma Requirements (Essential Skills, Ext. Application, etc) into CTE programs
3. Align CTE programs with Oregon's academic standards at the secondary level or General Education requirements at the community college level

#### Alignment and Articulation

4. Develop or strengthen career pathways from secondary to postsecondary
5. Strengthen programs to be able to provide dual credit articulation
6. Align exit and entry requirements for programs

#### Accountability and Evaluation

7. Lead to the implementation of a valid, reliable assessment of technical skill attainment

#### Professional Development

8. Deliver or participate in high quality, sustained (i.e. ongoing) professional development that is focused on instruction, increases the knowledge and understanding of industry standards, or encourages applied learning that contributes to the academic and CTE knowledge of students

#### Student Support Services

9. Incorporate and integrate career guidance with academic advising in CTE programs
10. Provide students with relevant career related learning experiences, student leadership opportunities, cooperative work experience and/or access to opportunities for careers that are nontraditional for a student's gender

### FUNDING:

The maximum amount funded per proposal is \$4,000.00.

### ELIGIBILITY REQUIREMENTS:

Proposals must:

1. Be submitted by a program or project that meets one of the following:
  - An ODE approved CTE program(s) or Program of Study, or
  - An emerging CTE Program of Study with a documented plan to be an ODE approved CTE Program of Study within two years (The plan **MUST** be included with the mini-grant application and include timelines for becoming approved) or
  - A project that can demonstrate how it will provide resources to improve one or more ODE approved CTE Programs of Study
2. Demonstrate a clear link to the school or Clackamas County's 5 Year Perkins Plan. Five year plans can be viewed at [www.clackamascareers.com](http://www.clackamascareers.com)
3. Meet at least **THREE** of the Perkins IV objectives listed above
4. Be complete – Answer questions 1 – 12 on the next page and provide all requested information

PROPOSALS THAT DO NOT CLEARLY DEMONSTRATE THAT THEY MEET THE  
ELIGIBILITY REQUIREMENTS WILL NOT BE CONSIDERED FOR FUNDING



### RECOMMENDED CRITERIA:

Proposals that meet the following criteria will be given priority consideration for funding.

- Fulfill a need at multiple schools
- Affect dual credit articulation
- Impact significant numbers of students
- Demonstrate collaboration between programs or schools

### OTHER CONSIDERATIONS:

- Perkins funds are required to make SUSTAINED program improvement. Supplies and other consumables are the responsibility of your district and will not be funded by mini-grants.
- Perkins funds cannot be used to pay for any expense that was previously paid by the local school district or college (this may include salaries, textbooks, stipends, equipment, etc).
- Perkins funds can no longer be used for equipment repair, purchasing multiple copies of textbooks, or computer labs (except as part of a new program)
- Limit your proposal to only ask for the funding needed for your project. Do not ask for \$4,000 just because it is available.

### APPLICATION PROCESS AND TIME LINES:

- Application available Tuesday, March 3, 2010
- **Submit proposal by Friday, April 9, 2010**
- Notification of grant approval by Friday, May 7, 2010
- Grants begin July 1, 2010
- Funds must be expended by June 30, 2011.

### SUBMIT ANSWERS TO THE FOLLOWING QUESTIONS/PROMPTS:

1. Name of school and the instructor(s) submitting the proposal
2. Identify the ODE approved CTE Program(s) involved in the proposal
3. **Get your C-TEC representative to sign-off on the grant proposal. The more they know about your proposal, the better they can support it!**
4. Provide a grant summary (brief description of the project). What are you proposing to do?
5. How does your project link to your school or Clackamas County's 5 year Perkins Plan?
6. Identify at least THREE of the Perkins IV objectives met by your project and how your project meets those objectives.
7. What outcomes do you expect as a result of your project?
8. Describe the activities including TIME LINES and persons responsible in order to complete the project and accomplish the outcomes.
9. How many students will the grant activities impact during the first year?
10. What is the estimated amount of additional funds that will be leveraged? Include donations, time, facilities, equipment, installation and maintenance, etc.
11. Describe business and industry partnership involvement or other collaboration in this proposal.
12. Provide a project budget.

### DEADLINE:

**Applications are due by 4:30 pm, Friday April 9, 2010**

Applications received after this date will be given consideration as funding allows.

Contact for questions or to submit applications:

Clackamas ESD  
Attn: Megan Helzerman  
13455 SE 97<sup>th</sup> Avenue  
Clackamas, OR 97015  
503-675-4017

[mhelzerman@clackesd.k12.or.us](mailto:mhelzerman@clackesd.k12.or.us)