

**Supplemental Tech Prep Funding
to Raise CTE Student Achievement through Literacy, Numeracy, Guidance or
Transitions Application**

**AGENCY ISSUING
REQUEST FOR
APPLICATIONS:**

The Oklahoma Department of Career and Technology Education (ODCTE) is requesting applications for supplemental Tech Prep funding to raise CTE student achievement through literacy, numeracy, guidance or transitions. Tech Prep Consortia will be identifying strategies to prepare students to be successful in college and a technology rich work environment.

ELIGIBLE RECIPIENTS: Oklahoma Tech Prep Consortia

FUNDING CONSIDERATION: Tech Prep Consortia may qualify for awards of \$5,000 to \$10,000 supplemental funding to be expended through June 30, 2010. The consortia considered for funding will only be those who submit an application that proposes a clearly defined vision for developing and implementing strategies to raise CTE student achievement through numeracy, literacy, guidance or transitions. Specific strategies to raise student achievement must be included with benchmarks for measuring success.

SOURCE OF FUNDS: Carl Perkins Tech Prep (CFDA 84.243)

**TOTAL FUNDS
AVAILABLE:** Approximately \$150,000 covering an estimated 10-26 awards

BUDGET PERIOD: March 8, 2010, through June 30, 2010

**APPLICATION
DEADLINE:** Applications will be accepted beginning immediately thru no later than 4:30 p.m., March 2, 2010.

ODCTE CONTACT PERSON: Jeremy Zweiacker, State Tech Prep Coordinator
Oklahoma Department of Career and Technology Education
1500 West Seventh Avenue
Stillwater, OK 74074-4364
405-743-6881
jzwei@okcareertech.org

Purpose

The purpose of the application is to provide supplemental Tech Prep funding for consortia that work within the Technology Centers That Work (TCTW) Ten Key Practices and propose a clearly defined vision and plan for developing and implementing strategies to raise CTE student achievement through numeracy, literacy or guidance.

The focus of this grant is to utilize local Tech Prep consortia and the comprehensive systems they have in place for development and implementation of targeted strategies to raise CTE student achievement and provide for continuous improvement. Tech Prep consortia are encouraged to work with TCTW sites to increase opportunities available for Oklahoma CTE students to earn college credit in high school and the

importance of growing a talent pipeline ready to embrace the global, high tech workplace places renewed urgency for ensuring that CTE students are both academically and technically proficient.

Technology Centers That Work (TCTW) is a model to assist shared-time technology centers in reviewing actions needed to produce high-demand, high-skills graduates who will be leaders in their selected careers. Utilizing the "Ten Key Practices" as a basis, the three major goals are as follows:

1. Align classroom expectations with those of employers and postsecondary institutions.
2. Broaden the definition of rigor to include the ability to apply academic knowledge and skills to address authentic activities, projects and problems.
3. Improve the transition from the home high school to the technology center

TCTW supports the current goals of Tech Prep to encourage students to attain high academic knowledge and technical skills and increase their opportunities for college and careers. Consortia will be able to build upon existing programs and services currently in their communities. They will be able to serve as a catalyst for educational reform, particularly at the high school level.

Tech Prep consortia are encouraged to work with TCTW site coordinators to develop and implement the plan.

Eligible Applicants

All currently funded Tech Prep Consortia under the current Perkins IV Act are invited to participate in the application process by:

- meeting the criteria designated in the Tech Prep Memorandum of Understanding,
- documenting a defined vision and plan for developing and implementing strategies to raise CTE student achievement,
- documenting a process for providing professional development that will focus on literacy, numeracy or guidance,
- documenting the human, financial, and time commitment of educational partners that includes a specific high school or high schools, a technology center, and a community college, and/or four-year university, and
- documenting the process for benchmarking success

Process

To ensure a comprehensive and expedient review, applicants must submit their application package as follows:

- Submit the application electronically to Jeremy Zweiacker at jzwei@okcareertech.org.
- Submit a cover page with original signatures by mail.
- The complete application must be received at ODCTE offices no later than **4:30 p.m. on March 2, 2010**, and formatted as specified.
- **Facsimile (fax) or ground mail (US Post Office, UPS, FedEx, etc.) proposals will not be accepted.**

Formatting for all pages, including the cover page, narrative, and attachment(s), should be as follows:

- File must be in **Adobe PDF format** submitted as **one complete file**.
- **8.5" x 11"** document with no less than **one-inch margins**.
- No less than **10-point font** on all sections.
- A **maximum of 10 pages** including the cover page, application narratives, and supporting materials and addendums.
- **All elements** of the application must be addressed.

- All pages should be numbered.

Application Evaluation & Award

Applications will be reviewed and evaluated, using a rubric, by a team of ODCTE personnel. All reviewers' evaluations will be compiled for final scoring. If members of the evaluating team have questions or require verification regarding the application, you will be contacted by Jeremy Zweiacker to provide the requested supplemental information.

CONTENTS OF APPLICATION PACKAGE

Application Cover Page

The cover page must include the following:

- the name of the Tech Prep Consortium that is applying for the funding,
- the name and contact information of the person submitting the application on behalf of the consortium,
- the Superintendent name and signature of the submitting consortium,
- the name and contact information of the person to whom questions concerning the application should be directed.

Note: The cover page is to be included in the PDF file sent electronically to ODCTE. The cover page with original signatures must also be mailed to ODCTE and postmarked no later than the due date

Application Narrative of Consortium Commitment

Information in the narrative should include, but not be limited to:

- A. Identification of the projects focus in one or more of the following - numeracy, literacy, guidance or transitions.
- B. The rationale for selection of numeracy, literacy, guidance or transitions.
- C. A description of methods the consortium will utilize to raise CTE student achievement through numeracy, literacy, guidance or transitions. Tying consortium strategies to research based school improvement initiatives like TCTW will strengthen the proposals.
- D. A narrative detailing proposed professional development to focus continuous improvement to raise student performance. Professional development should be research based high-quality and sustained. Joint planning between Tech Prep consortia and the TCTW initiative will strengthen the proposal.

Application Request for Evaluation Criteria

Provide narrative outlining specific criteria and/or performance indicators that will be utilized to evaluate progress made by the Tech Prep Consortium in raising CTE student achievement through numeracy, literacy or guidance.

Application Budget Proposal

Provide a **proposed budget narrative**, detailing activities and services that will be utilized to raise CTE student achievement through numeracy, literacy or guidance. Proposed budget should be included as Addendum A of the application. **A spreadsheet and narrative should also be included.**

Resources

Oklahoma Tech Prep: <http://www.okcareertech.org/techprep>

Oklahoma Technology Centers That Work: <http://www.okcareertech.org/tcs/tctw>

Special Note: *A budget will be finalized with each consortium when the applicants are selected and the number of awards is determined. Grant funds may be used for professional development, strategic planning activities, curriculum and assessment materials, and other technical assistance as needed or indicated. Research based, high quality professional development and strategies to raise student achievement are components of the Tech Centers That Work, High Schools That Work, and the Successful Practices Network initiatives.*