



Course/Section Grant Application (New/1st Year)

CTE Foundation Request for Application

The Career Technical Education (CTE) Foundation seeks applications for funding through our Competitive Grants process. These grants are intended to support the start-up or expansion of career technical education and training programs/sections in Sonoma County and may include funding for staffing, supplies, professional development, and instructional materials. Funding is intended to enhance or expand CTE offerings based on "Model CTE Elements" and not to supplant existing CTE efforts. Technical assistance is available for applicants at an annual workshop when the Request For Applications is released and/or by contacting the Executive Director directly. Additional resources may also be found on the CTE Foundation website (ctesonomacounty.org: Programs & Grants).

The minimum grant requirements include:

- Course provides High School and/or College Credit
- Inclusion of Financial Literacy component (As provided by Redwood Credit Union and available through Sonoma County Office of Education)
- Inclusion of Work Ready component (Guidance available through Sonoma County Office of Education)
- Alignment with one of 5 key industries as identified on page 2
- Distribution and collection of student pre and post course surveys
- Completion of a brief mid-year report and final year-end report of outcomes
- Open classroom for tour and site visit when requested
- Mandatory attendance by course instructor/teacher at Spring Workshop/Orientation

Legal Name of Local Educational District

Superintendent Name & Title

Phone Number & Extension

Email Address

Contact Person (Where grant contract, agreements and payments will be mailed)

District Mailing Address (Where grant contract, agreements and payments will be mailed)

Legal Name of High School, or Educational Establishment hosting course

Principal Name & Title

Phone Number & Extension

Email Address

Program Contact Person Name & Title

Phone Number & Extension

Email Address

Physical Address of Organization (where program will be implemented)

Name/Contact Information of Course Instructor

To be considered for funding, applicants must respond to and complete the following information. Limit the entire application to 6 pages (12pt font), including responses, narrative, budget, and the 3 pages of this application. A review committee will review the applications and make recommendations based on funding priorities.

Return signed application electronically (PDF preferred) via email **by 11/18/16, no later than 5:00 p.m. to:** Kathy Goodacre, CTE Foundation Executive Director, kgoodacre@ctesonomacounty.org, (707) 708-7081.

APPLICATION

Total Amount Requested: \$ _____

(Total amount not to exceed \$20,000)

****Complete attached budget template detailing how the funds will be spent.***

CTE Course/Section for which Funds are Requested: _____

Date CTE Course/Section will be implemented: _____

Grade Level(s) Targeted: _____ **Anticipated #of Students Impacted:** _____

In 50 words or less, describe your CTE course/section (for CTE Foundation promotional purposes):

1. Key Industry Alignment (Choose one category that most closely aligns with your CTE course)

- Advanced Manufacturing and Technology
- Agriculture
- Health and Wellness
- Construction/Green Services
- Sonoma Specialties (Wine, Food, Tourism)

Other: _____

2. Check boxes below regarding your program alignment with “Model CTE Elements”:

Feel free to provide additional information addressing program alignment with these elements in the Course Goals/Outcomes Table on page 3 or in your response to Question 9.

- (a) The course has been approved by your Educational District Board and Superintendent.
- (b) The course allows for students of all abilities and educational pathways to engage.
- (c) The course has an internal champion (teacher/volunteer), and full support of school and district leadership.
- (d) The school has access to facilities, staff and curriculum for this course.
- (e) The school plans to have a local company involved, such as providing support and assistance in the classroom for an integrated project, mentoring, equipment, work based learning opportunities, internships, etc.
- (f) The course has plans for, or existing articulation agreements/dual enrollment with, post-secondary education.
- (g) The course will be promoted to attract and retain enough students to fill the course, who in turn provide positive feedback to attract and encourage more students to attend in subsequent years.
- (h) The course is integrated with other academic content areas such as Mathematics, Science, Social Science or English Language Arts.

3. Complete the following table outlining the course goals, activities and anticipated outcomes:
(Expand as necessary)

Course Goals	Activity(s)	Anticipated Outcome(s)	Evaluation
<i>Sample: Expose students to careers in Agricultural Sciences</i>	<ul style="list-style-type: none"> - Tour local soil and rock Company to see first hand variety of jobs and technical skills - Develop class project working with local ag/farm companies 	<ul style="list-style-type: none"> - Students will express a broader understanding of the career opportunities with local Ag Industry - Students will enhance their interest in pursuing Ag Careers and Post Secondary Education 	<ul style="list-style-type: none"> - Conduct pre/post student survey assessing interest and knowledge of careers

4. Provide information about the instructor, including their name and the added value their experience or skills bring to your program.
5. How will this course/section enhance or expand your current CTE program offerings?
6. To maximize participation across the broadest spectrum of students, describe how you will promote and recruit students for the course, including your strategy to expand ethnic and gender diversity.
7. How does this proposal align with the workforce needs in Sonoma County?
8. How will you sustain the program(s) funded under this grant beyond the multi-year award?
9. Is there anything else you would like to add that would strengthen your application?
(Reminder: Entire application is limited to 6 pages.)

By submitting and signing this application, you understand and agree to meet the minimum requirements to receive CTE Foundation funding as outlined on Page 1:

Principal Signature: _____

Date: _____

Superintendent Signature: _____

Date: _____

Instructor Signature: _____

Date: _____