



2013-2014 Perkins Title I-CS (VTEA)  
Local Application FOR FUNDING

APPLICATION WORKSHEET FOR 2012-2013 PERKINS FUNDS  
PART 3: Project Proposal(s)  
Program Improvement Plan

Program Name: \_\_\_\_\_ Program TOP Code: \_\_\_\_\_

Name of faculty member submitting the application: \_\_\_\_\_

Name of Dean for your Area: \_\_\_\_\_

Please complete one Project Proposal Worksheet for each program improvement project you are submitting. If you are submitting more than one proposal, please place a priority ranking on each.

Attach one Budget form for each separate priority activity.

If requesting travel or professional development, attach one travel request form for each person attending the conference or activity.

Project Priority Ranking

(Place a ranking, from highest priority to lowest priority if you submit more than one proposal)

Project Proposal Title: \_\_\_\_\_

**In the space below, answer the questions as they pertain to this proposal**

- A. Project/Initiative Proposal Narrative:
  
  
  
  
  
  
  
  
  
  
- B. Is this project included in the Instructional Annual Area Plan? Yes \_\_\_\_ No \_\_\_\_  
What was the priority given for this initiative? \_\_\_\_\_
  
- C. Is this project/initiative included in the Instructional Program Review's Resource Request? Yes \_\_\_ No \_\_\_
  
- D. Is this project/initiative recommended by your CTE Advisory Committee? Briefly describe their recommendation.
  
  
  
  
  
  
  
  
  
  
- E. Has this project been funded with Perkins (VTEA) dollars in past years? Yes \_\_\_ No \_\_\_  
If yes, then for how many years? \_\_\_\_\_
  
  
  
  
  
  
  
  
  
  
- F. Use of Funds
  1. *To improve or expand (not maintain, programs)*
  2. *To develop, implement, and improve vocational and technical education, not general education, programs: and,*
  3. *To improve programs, not isolated courses*

Below are the nine §135(b) Requirements for Uses of Funds. Programs receiving these funds must meet these requirements. Indicate with a check mark those requirements that the program currently meets (met). Any remaining unmet requirement(s) must be addressed with completed or ongoing activities by the time of submission of the final report by August 30, 2012. Note: If all nine required uses of funds have been met, funds may be used for the permissive activities specified in number 10.

Requirements for Use of Funds	Met	Unmet
1. Strengthening the academic, and career and technical skills of students participating in CTE programs through the integration of academics with CTE programs. [§135(b)(1)]		
2. Link CTE at the secondary and the postsecondary levels, including by offering elements of not less than one program of study described in §122(c)(1)(A). [§135(b)(2)]		
3. Provide students with strong experience in and understanding of all aspects of an industry, which may include work-based learning experiences. [§135(b)(3)]		
4. Develop, improve, or expand the use of technology in CTE, which may include training to use technology, providing students with the skills needed to enter technology fields, and encouraging schools to collaborate with technology industries to offer internships and mentoring programs. [§135(b)(4)]		
5. Provide in-service and pre-service professional development programs to faculty, administrators, and career guidance and academic counselors involved in integrated CTE programs, on topics including effective integration of academics and CTE, effective teaching skills based on research, effective practices to improve parental and community involvement, effective use of scientifically based research and data to improve instruction. Professional development should also ensure that faculty and personnel stay current with all aspects of an industry; involve internship programs that provide relevant business experience; and train faculty in the effective use and application of technology. [§135(b)(5)]		
6. Develop and implement evaluations of the CTE programs carried out with Perkins funds, including an assessment of how the needs of special populations are being met. [§135(b)(6)]		
7. Initiate, improve, expand and modernize quality CTE programs, including relevant technology. [§135(b)(7)]		
8. Provide services and activities that are of sufficient size, scope and quality to be effective. [§135(b)(8)]		
9. Provide activities to prepare special populations, including single parents and displaced homemakers enrolled in CTE programs, for high-skill, high-wage or high-demand occupations that will lead to self-sufficiency. [§135(b)(9)]		

**FOR THOSE REQUIREMENT(S) LISTED ABOVE AS "UNMET:**

**Describe specific activity(ies) intended to address the unmet requirement(s) (limited to 2,000 characters, or approximately ½ page of text.)**

**Check one: UNMET REQUIREMENTS WILL BE ADDRESSED:**

Check

Entirely with CTE Funds	
Entirely with Other Funding Sources	
Using Both CTE and Other Funding Sources	

**G. Permissive Uses Per Section 135(c). Check activities to be funded with CTE funds for this item/activity.**

<b>Permissive Use of Funds - check activities to be funded.</b>	<b>Check</b>
1. Involve parents, businesses, and labor organizations, in the design, implementation and evaluation of CTE programs. [§135(c)(1)]	
2. Provide career guidance and academic counseling for students participating in CTE programs, that improves graduation rates and provides information on postsecondary and career options, and provides assistance for postsecondary students and adults, [§135(c)(2)]	
3. Local education and business partnerships, including work-related experiences for students, adjunct faculty arrangements for qualified industry professionals and industry experience for teachers and faculty. [§135(c)(3)]	
4. Provide programs for special populations. [§135(c)(4)]	
5. Assisting career and technical student organizations. [§135(c)(5)]	
6. Mentoring and support services. [§135(c)(6)]	
7. Leasing, purchasing, upgrading or adapting equipment, including instructional aides and publications (including support for library resources) designed to strengthen and support academic and technical skill achievement. [§135(c)(7)]	
8. Teacher preparation programs that address the integration of academic and CTE and that assist individuals who are interested in becoming CTE faculty, including individuals with experience in business and industry. [§135(c)(8)]	
9. Developing and expanding postsecondary program offerings at times and in formats that are accessible for all students, including through the use of distance education. [§135(c)(9)]	
10. Developing initiatives that facilitate the transition of sub-baccalaureate CTE students into baccalaureate degree programs, including articulation agreements, dual enrollment programs, academic and financial aid counseling and other initiatives to overcome barriers and encourage enrollment and completion. [§135(c)(10)]	
11. Providing activities to support entrepreneurship education and training. [§135(c)(11)]	
12. Improving or developing new CTE courses, including the development of programs of study for consideration by the state and courses that prepare individuals academically and technically for high-skill, high-wage or high-demand occupations and dual or concurrent enrollment opportunities. [§135(c)(12)]	
13. Developing and supporting small, personalized career-themed learning communities. [§135(c)(13)]	
14. Providing support for family and consumer sciences programs. [§135(c)(14)]	
15. Providing CTE programs for adults and school dropouts to complete secondary education or dropouts to complete secondary education or upgrade technical skills. [§135(c)(15)]	
16. Providing assistance to individuals who have participated in services and activities under this Act in continuing their education or training or finding an appropriate job. [§135(c)(16)]	
17. Supporting training and activities (such as mentoring and outreach) in nontraditional fields. [§135(c)(17)]	
18. Providing support for training programs in automotive technologies. [§135(c)(18)]	
19. Pooling a portion of such funds with a portion of funds available to other recipients for innovative initiatives. [§135(c)(19)]	
20. Supporting other CTE activities consistent with the purposes of the Act. [§135(c)(20)]	

**NOTE: If you indicate CTE funds are being used for the specified activities below, then there must be funding for the activity(ies) indicated in the line item budget for that TOP Code program(s) funded.**

**Check all types of activities to be funded with CTE Funds:**

<b>Check all types of activities to be funded with CTE Funds:</b>	<b>Check</b>
Professional Dev. (including stipends)	
Instructional Materials Purchase/Replacement (including software)	
Instructional Equipment Purchase/Replacement	
Facility rental/lease (off-campus location) Programs	
Programs/Services for Special Populations	
Consultants or Other Contracted Services	
Program Marketing and Outreach	
Other(specify)	