# FY ’19/20 CTE CAREER PATHWAY IMPLEMENTATION GRANTS

| Grant Application Timeline: |
| --- |
| **MAY 10, 2019** **By close of business, applications** must be electronically filed |
| *Please send all applications to: Nancy Naylor (*[*nancy.naylor@vermont.gov*](mailto:nancy.naylor@vermont.gov)*)* |
| JUNE 14, 2019 Awards will be announced |

# REQUEST FOR PROPOSALS

The Agency of Education is requesting proposals to support implementation of CTE career pathway programs in two areas of recent work: advanced manufacturing and cybersecurity.

The proposals will be funded by one-time carry-over state education funds administered by the Agency in support of career pathways implementation. The total amount to be awarded in this RFP is $350,000 ($100,000 for cybersecurity; $250,000 for advanced manufacturing).

This grant opportunity supports the implementation of programs of study/career pathways developed by the Agency of Education in partnership with regional CTE centers. Proposals may include providing assessments/credentials; professional development related to the selected curricula; equipment, tools, and technology related to the curricula; instructor salary and benefits; and instructional materials.

Proposal submission is limited to only those CTE centers that have participated in the development of programs or in the selection of the curricula associated with the programs in advanced manufacturing and cybersecurity.

**Funding:**

Grants are awarded on a competitive basis.

We will award up to 4 grants of not more than $25,000 each for cybersecurity implementation.

We will award up to 5 grants of not more than $50,000 each for advanced manufacturing implementation.

We reserve the right to re-allocate funds from one line to another given the number of applications and amount of requests for funds.

**CONTACT:**

Questions about each pathway and related curriculum requirements should be directed to: [oscar.aliaga@vermont.gov](mailto:oscar.aliaga@vermont.gov).

Questions about the contents of this RFP should be directed to: [jay.ramsey@vermont.gov](mailto:jay.ramsey@vermont.gov)

Submissions should be directed to: [nancy.naylor@vermont.gov](mailto:nancy.naylor@vermont.gov)

**PROPOSAL CONTENT:**

# Project Narrative & Plan

The two – four page narrative proposal must:

* Include the completed cover sheet found in Appendix A (not included in the page count for the narrative)
* identify when the program will become operational
* describe in detail the grant activities during FY 2019-20 that will support the implementation of the State developed CTE career pathway program
* include a simple timeline of activities
* use the Project Plan found in Appendix B (not included in the page count for the narrative)
* include brief explanations of each budget item

# Budget

The proposal must include a budget for expenditures in FY 2019-20. The budget must be completed using the Excel spreadsheet provided.

Funds may be used to pay for a variety of activities that include: providing assessments/credentials; professional development related to the selected curricula; equipment, tools, and technology related to the curricula; instructor salary and benefits; and instructional materials.

# Review and Rating

The review process will be administered through the CTE Team. Reviewers will apply the following 100 point score matrix to rank the proposals:

* 50 Points – Implementation – The narrative clearly articulates the steps that will be taken to implement the career pathway program at the center, including a clear timeline of activities/milestones from June, 2019 through May, 2020. The narrative includes explanations of budget items.
* 25 Points – Collaboration – The applicant, or one or more of its agents, has collaborated with the Agency of Education in the last 6 months on the development of the program and has self-identified as wanting to implement the career pathway developed by the State. A brief summary of the level and type of participation is provided.
* 25 Points – Budget – Proposals are limited to the amounts identified in the RFP. All columns total not more than the allowed amount per proposal. Items in budget fall within scope of allowable expenses for the grant.