



I. Overview

The Rhode Island Department of Education (RIDE) is soliciting *applications for Skill Up RI: Expanding Student Access to High-Growth High-Wage Jobs of the Future*, a competitive grant program that will provide funding to limited number school districts that submit selected applications to develop innovative programs that:

- Provide career and technical programming aligned to High-Growth High-Wage areas identified as key to RI's economic development;
- Support previously-funded programs to address industry/facility requirements;
- Foster partnerships between K-12, postsecondary institutions and private industry partners;
- Demonstrate a student recruitment strategy that commences at the middle school level.

In 2012, RIDE promulgated new [regulations](#) to drive the improvement of career and technical education (CTE). These regulations provide a clear framework for how career and technical education programs should measure success. While this work has helped improve the quality of existing career and technical education, more needs to be done to develop new and innovative programs that prepare career and technical education students for success in the workforce in high-growth, high-wage jobs for the future.

Skill Up RI: Expanding Student Access to High-Growth High-Wage Jobs of the Future will provide funding to support the development of career and technical education programs that partner with private industry, leverage partnerships with postsecondary institutions, adult education, training programs that address critical areas of workforce need to support the Rhode Island economy and present a student recruitment strategy that commences at the middle school level. To ensure that available funding has the greatest impact, grants awarded will support startup/infrastructure expenses associated with creating or expanding a program that prepares students for success in high-growth, high-wage jobs of the future.

II. Grant Oversight and Financial Support

As part of the FY16 state budget, the Rhode Island General Assembly approved Categorical Funds to support CTE in Rhode Island. A portion of these funds are awarded to RIDE-approved career preparation programs to off-set high cost CTE programs leaving the balance of the CTE Categorical Funds to expand CTE opportunities for students in the priority industry sectors as determined by the Governor's Workforce Board (GWB):

Bioscience
Construction Management
Defense/Pre-engineering/Robotics
Finance/Insurance
Healthcare/Medical
Hospitality and Tourism
Information Technology
Logistics
Manufacturing
Marine Trades

What entities are eligible to apply?

All Rhode Island local education agencies are eligible to apply.

- Only one application may be submitted by each local education agency.
- The application must align to any one (and only one) of the priority industry sectors as determined by the GWB and as determined by the local education agency to meet its own prioritized needs.
- The application must include at a minimum one private industry partner;
- The application must include the implementation of student internships in the chosen priority industry sector program;
- The application must include a detailed program recruitment/transition strategy starting in middle school;
- All applicants must operate proposed programs so as to adhere to the 2012 Regulations of the Board of Regents Governing Career and Technical Education in Rhode Island and the Rhode Island Career and Technical Education Career Preparation Program Standards that can be found at <http://sos.ri.gov/documents/archives/regdocs/released/pdf/DESE/6665.pdf>
- All proposed programs must be operated so as to adhere to CTE board industry standards when applicable;
- Past recipients are eligible to participate if able to demonstrate prior year's funding was not adequate to achieve stated goals for the chosen priority industry sector program;
- A partnership between/among local education agencies to support a single strategic initiative is allowed, provided that one local education agency is designated as lead applicant; all other participating local education agencies must be identified and provide the designated applicant with a notice of intent to participate;
- All applicants must provide a local match of 25% of the amount of funding received.

How much will be awarded to successful applicants?

Due to the high cost of starting and expanding effective CTE programs aligned to high-growth, high-wage jobs, RIDE anticipates funding selected proposals at the amount it determines is required to successfully develop and implement the program. The maximum award amount is \$200,000. All decisions with respect to the funding awarded to each LEA will be final.



III. Skill UP RI: Expanding Student Access to High-Growth High-Wage Jobs of the Future Program Guidelines

Skill Up RI: Expanding Student Access to High-Growth High-Wage Jobs of the Future will be implemented by RIDE’s Office of Multiple Pathways for the purpose of increasing the quantity and quality of career and technical education programs aligned to Rhode Island’s workforce needs in the priority industry sectors as determined by the GWB.

Timelines

<i>Application Released</i>	<i>May 20, 2016</i>
<i>Applications Due</i>	<i>June 17, 2016</i>
<i>Results Announced</i>	<i>June 22, 2016</i>

IV. Program Priorities and Goals

RIDE will fund applications that:

- Propose the development or expansion of innovative career and technical programming in a priority industry sector as determined by the GWB;
- Prepare students to access jobs or training programs that lead to high-growth high-wage jobs and careers upon graduation;
- Support investments in aligning curriculum and training equipment to industry standards;
- Result in students having the opportunity to earn an industry-recognized credential or advanced standing in a registered apprenticeship or partner training program;
- Facilitates student participation in a priority sector related internship when applicable;
- Leverages private industry relationships and existing workforce training resources.

All applicants must be fully prepared to secure RIDE career and technical education program approved status for the funded program no later than December 31, 2017 and must demonstrate the capacity to provide programming to no fewer than forty (40) students once fully implemented.

V. Application – use the attached RIDE-provided application template

Program information:

Name of program

Name and contact information of program lead.

Abstract:

The abstract must not exceed 1 page, double spaced. Please address how the proposed program meets the priorities established for Expanding Student Access to High-Growth High-Wage Jobs of the Future.



Project Goals, Design & Implementation:

Applicants applying for Expanding Student Access to High-Growth High-Wage Jobs of the Future must address both the application requirements and the selection criteria. The narrative must describe how the program design will meet each of the seven areas detailed in the Career and Technical program standards found in the [2012 CTE Regulations](#).

The project narrative must not exceed 10 pages, double-spaced. Please provide any charts, graphs, or examples in the program narrative needed to clarify or support the text.

Budget Narrative:

Provide an itemized budget narrative for each budget category and detail on how the expense supports the activities described in the project narrative. Describe enrollment projection to ensure for program sustainability. Please provide additional clarification as deemed necessary. The budget narrative must not exceed 5 pages, double spaced.

VI. Selection Criteria

- A. *Project Goals, Design and Implementation:* Overall, the applicant proposes a comprehensive plan to effectively use program funds to increase educational outcomes through high quality career and technical education programming. The project plan leverages existing resources and private industry partners to support the implementation of innovative career and technical education programming that promote economies of scale and/or advanced standing for employment or in postsecondary education programs. The application should address each of the following:
- i. Demand Analysis: The extent to which the proposed project is innovative and not currently available in Rhode Island's public schools. The extent to which there is demonstrated student demand to support the program once operational.
 - ii. Program Goals: The extent to which the proposal outlines the goals of the program including, but not limited to, students having the opportunity to earn an industry-recognized credential or advanced standing that will facilitate the student's ability to obtain a position in the career field.
 - iii. Alignment and Partnerships: The extent to which the proposal is aligned to a priority RI sector, maintains strong partnership with a private sector leader in the specified sector and provides students the opportunity to earn an industry-recognized credential or advanced standing that will facilitate the student's ability to obtain a position in the career field.
 - iv. Program Management and Oversight: The extent to which plans for program progress monitoring incorporate stated program goals, mechanisms for review and improvement and leveraging experts to oversee the program.
 - v. Resource Alignment: The extent to which resources are planned and able to be aligned to program needs. The extent to which the applicant has allocated funds to meet or exceed the minimum funding match. The extent to which the applicant describes how the program will be sustained after the initial investment of funds has been expended.



- vi. Preconditions for Success: The extent to which the applicant has described the existing capacity or planned development of program leaders, instructors and staff. The extent to which there are established private sector partners to support and guide the program throughout implementation and on an ongoing basis. The extent to which the program has planned or existing facilities, equipment and supplies.
- vii. Proposal Implementation: The extent to which the proposal includes definitive plans for implementation including but not limited to: timeline, alignment to goals, middle school recruitment, student internships in the priority industry sector and industry partnerships.
- viii. Practice and Policies: The extent to which the proposed program aligns to the seven areas of the Career Preparation Program Standards. The project design must be clearly aligned to the [RI Career and Technical Program Standards found in the appendix of the 2012 CTE Regulations](#).

B. Budget

The budget narrative accompanies the completed budget sheet must include an itemized budget narrative for each budget category and detail on how the expense supports the activities described in the project narrative. The budget narrative must also include an explanation of how the program will be sustained after the initial grant funds are expended. Please provide additional clarification as deemed necessary.

C. Proposal Requirements

The requirements outlined in the rubric are a checklist for reviewers. If the application does not demonstrate the minimum requirements it will score low in the relevant section or the application may be taken out of consideration.

VII. Application Checklist

- Application Cover Sheet with the signature of the chief executive of the applicant**
- Project Narrative**
- Budget Narrative**

VIII. Application Submission

All applications should be submitted electronically to Stephen.Osborn@RIDE.RI.GOV. Hard copies will not be accepted. **All applications must be received 5:00P.M. June 17, 2016 to be considered for funding.**



APPLICATION: EXPANDING STUDENT ACCESS TO HIGH-GROWTH HIGH-WAGE JOBS OF THE FUTURE

PROGRAM INFORMATION:

PROGRAM NAME: _____

PROGRAM LEAD: _____

ADDRESS: _____ ZIP CODE: _____

CITY: _____

PHONE: _____

EMAIL: _____

The proposed program design adheres to the following requirements:

- Alignment to the 2012 Career and Technical Education Regulations and the RI Career and Technical Education program standards
- A minimum of one industry partnership
- Meets one of the Workforce Development priority sectors
- Details a recruitment strategy beginning in middle school
- Includes student internships in the priority industry sector program

<p>PLEASE CHECK PROGRAM AREA OF FOCUS</p> <p><input type="checkbox"/> Bioscience</p> <p><input type="checkbox"/> Construction Management</p> <p><input type="checkbox"/> Defense/Pre-engineering/Robotics</p> <p><input type="checkbox"/> Finance/Insurance</p> <p><input type="checkbox"/> Healthcare/Medical</p> <p><input type="checkbox"/> Hospitality and Tourism</p> <p><input type="checkbox"/> Information Technology</p> <p><input type="checkbox"/> Logistics</p> <p><input type="checkbox"/> Manufacturing</p> <p><input type="checkbox"/> Marine Trades</p>
--

Signature - Project Lead

[NAME]

[TITLE]

[DATE]



ABSTRACT:

Address how the proposed program meets the priorities established for *Expanding Access to High-Growth High-Wage Jobs of the Future*.

Limit 1 page double-spaced

PROGRAM GOAL, DESIGN & IMPLEMENTATION:

The **program design** must address both the application requirements and the selection criteria identified in the evaluation rubric. Describe how the program design will provide innovative Career and Technical Education programming that ensures that students will be prepared for success in one of the RI workforce development focus areas. The project plan leverages existing resources and industry partnerships to support the implementation of innovative career and technical education programming that promote economies of scale and/or advanced standing for employment or in postsecondary education programs. The design must meet the Career and Technical program standards.

The project narrative must not exceed ten pages, double-spaced. Please provide any charts, graphs, or examples in the program narrative needed to clarify or support the text. *If charts graphs or examples as evidence are full pages, they may be included as an appendix and will not count toward the page limit. Letters of support from private industry partners will not count against the page limit.*

The application should address each of the following:

- i. Demand Analysis
- ii. Program Goals
- iii. Alignment and Partnerships
- iv. Program Management and Oversight
- v. Resources Alignment
- vi. Preconditions for Success
- vii. Proposal Implementation
- viii. Practice and Policies
- ix. Student recruitment strategy at the middle school level
- x. Student internships in priority industry sectors

Limit 10 pages double-spaced

BUDGET NARRATIVE:

The **budget narrative** accompanies the completed budget sheet must include an itemized budget narrative for each budget category and detail on how the expense supports the activities described in the project narrative. The budget narrative must also include an explanation of how the program will be sustained after the initial grant funds are expended. Please provide additional clarification n as deemed necessary.

Limit 5 pages double-spaced

**Rhode Island Department of Education
FY15 CTE Categorical
Application Rubric**

FINAL SCORE
out of 100

Applicant _____

Reviewer: _____

Date Reviewed: _____

Program Demand Analysis

<p>0 Evidence of the need for the program is missing incomplete or inadequate. The program design vaguely or weakly describes how it is different and more effective than what is currently available for students.</p>	<p>5 Some evidence of the need for the program provided and it is somewhat clear how the need was determined. The program design somewhat describes how it is different and more effective than what is currently available for students.</p>	<p>10 Evidence of the need for the program is present and it is clear how the need was determined. The program design explicitly describes how it is different and more effective than what is currently available for students.</p>	<p>Score:</p> <div style="background-color: green; color: white; text-align: center; padding: 20px;">10</div>	<p>Reviewer Comments</p>
--	--	---	---	---------------------------------

Program Goals

<p>0</p>	<p>5</p>	<p>10</p>	<p>Score:</p>	<p>Reviewer Comments</p>
-----------------	-----------------	------------------	----------------------	---------------------------------

Goals are missing, incomplete, inadequate, unrealistic or not clearly defined.	Overall, proposal outlines realistic goals, including students earning an industry-recognized credential or advanced standing in a high-growth, high-wage career field.	Goals are clearly defined, realistic and closely aligned to the needs of the sector or industry partner including students earning an industry-recognized credential or advanced standing in a high-growth high-wage career field.	10	
--	---	--	-----------	--

Alignment and Partnerships

0	5	10	Score:	Reviewer Comments
Alignment to a priority sector is missing or weak. Partnerships are not clearly identified or do not demonstrate strength of involvement from the partner.	The proposal is aligned to a priority RI sector and demonstrates at least one partnership in the specified sector, but the partnership could be stronger. The proposed program provides students the opportunity to earn an industry-recognized credential or advanced standing in the career field.	The proposal is clearly aligned to a priority RI sector and demonstrates more than one strong partnership in the specified sector, including with an industry leader. The proposed program provides students the opportunity to earn an industry-recognized credential or advanced standing in the career field.	10	

Program Management and Oversight

0	5	10	Score:	Reviewer Comments

<p>Plans for program monitoring are missing, incomplete or inadequate. Mechanisms for review, improvement and leveraging partnerships are not described or are inadequate.</p>	<p>Plans for program monitoring are to some extent incomplete, unclear or misaligned to goals. Mechanisms for review, improvement and leveraging partnerships is sometimes unclear, vague or inadequate.</p>	<p>Plans for program monitoring are appropriate, clear and aligned to stated goals. Mechanisms for review, improvement and leveraging partnerships are specific and realistic.</p>	<p>10</p>	
--	--	--	------------------	--

Resources Alignment

<p>0 Resources are poorly aligned with program goals and needs. Applicant has inadequate plans for sustainability. Applicant either doesn't describe the funding match or it is not clear how the match will be funded.</p>	<p>5 Resources are generally aligned with program goals and needs. Applicant has adequate plans for sustainability. Applicant has described the minimum funding match.</p>	<p>10 Resources are closely aligned with program goals and needs. Applicant has comprehensive plans for sustainability. Applicant has described and assured the funding match and may have exceeded the minimum required match.</p>	<p>Score: 10</p>	<p>Reviewer Comment:</p>
--	---	--	---	---------------------------------

Preconditions for Success

<p>0</p>	<p>5</p>	<p>10</p>	<p>Score:</p>	<p>Reviewer Comment:</p>
-----------------	-----------------	------------------	----------------------	---------------------------------

<p>Applicant does not provide preconditions for success needed to adequately support the proposal.</p>	<p>Application has adequately described the existing capacity or planned development of facilities, equipment, supplies, program leaders, instructors and staff. The applicant adequately demonstrates the extent to which there are established partnerships to support and guide the program.</p>	<p>Applicant has clearly articulated the strengths of the existing and/or how it will develop capacity of facilities, equipment, supplies, program leaders, instructors and staff. The applicant clearly demonstrates the extent to which there are established partnerships to support and guide the program throughout implementation and on an ongoing basis.</p>	<p>10</p>	
--	---	--	------------------	--

Proposal Implementation

<p>0 The proposal does not or inadequately provides implementation plans.</p>	<p>5 The proposal includes plans for implementation including but not limited to: timeline, alignment to goals, recruitment, and partnerships.</p>	<p>10 The proposal includes definitive plans for implementation including but not limited to: timeline, alignment to goals, recruitment, and partnerships. The application demonstrates a thorough and comprehensive approach to meeting the goals and expectations of the grant.</p>	<p>Score: 10</p>	<p>Reviewer Comments:</p>
--	---	--	---	----------------------------------

Practices and Policies

<p>0</p>	<p>5</p>	<p>10</p>	<p>Score:</p>	<p>Reviewer Comments:</p>
-----------------	-----------------	------------------	----------------------	----------------------------------

The proposed program does not or shows weak alignment to the Career Preparation Program Standards.	The proposed program demonstrates adequate alignment to the Career Preparation Program standards.	The proposed program demonstrates clear and thorough alignment to the Career Preparation Program standards.	10
--	---	---	-----------

Budget

0	10	20	Score:	Reviewer Comments
Applicant provided an inadequate budget narrative. Applicant's budget sheets and itemized budget are either not included or do not support the activities in the project proposal. The budget narrative does not explain how the program will be sustained after the initial grant.	Applicant includes an adequate budget narrative but may be unclear or vague in some aspects. Budget sheets are included but lack complete itemized budget category and/or detail on how the expense support the activities described in the project proposal. The budget narrative vaguely explains how the program will be sustained after the initial grant.	Applicant includes a clear and thorough budget narrative and complete budget sheets including an itemized budget narrative for each budget category and detail on how the expense support the activities described in the project proposal. The budget narrative clearly explains how the program will be sustained after the initial grant.	20	

	Proposal Requirements	Page De
Y/N	The applicant has conducted a demand analysis	



PREPARE *Skill Up RI: Expanding Student Access to*
Rhode Island High-Growth High-Wage Jobs of the Future

Y/N	The applicant has committed a 25% funding match		
Y/N	The applicant has developed a proposal that aligned with a GWB priority sector		
Y/N	The applicant has demonstrated that the program will offer postsecondary benefits that will facilitate the student's success in the career field.		
Y/N	The applicant described how partnerships will be leveraged and utilized to support the program		
Y/N	The applicant has articulated a plan for the sustainability of the proposal beyond the grant period		
Y/N	The applicant has developed a proposal that includes at least one industry partnership(s) and a methodology to develop student internships.		
Y/N	The applicant has developed a proposal that includes annual student outcome goals aligned to the industry needs		
Y/N	The applicant provided an implementation plan that includes a middle school recruitment strategy.		

Y/N	The applicant provided information on alignment to career preparation program standards		
Y/N	The applicant demonstrated that the prior year's funding was not adequate to achieve stated goals (if applicant is a past recipient).		

Summary of Proposal Requirements

Y/N	Does the application meet all the proposal requirements?		
-----	--	--	--