Contact Name: Click or tap here to enter text. Division: Click or tap here to enter text.

**CTE Grant Application**

Date: Click or tap to enter a date. Department/Program: Click or tap here to enter text.

Phone: Click or tap here to enter text. Email: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Amount requested (*total from the budget sheet*): $Click or tap here to enter text.

Location where supplies / equipment will be delivered and stored: Click or tap here to enter text.

Has this application been discussed with the dean for approval?  Yes No

Project duration:  1 year or less  More than 1 year

Has the program received Local Strong Workforce/Perkins funding in the past?  Yes  No

If yes, was the awarded amount fully spent? How did the funding help meet the program’s goals and objectives?

Click or tap here to enter text.

Has an application for this same project been submitted in the past? Yes No

If yes, was the previous application funded? Yes No

**What will the requested funds accomplish in broad terms?**  
Please provide details on how the funds will be used to achieve these goals. Examples include creating a new program, strengthening an existing one, providing outreach to K-12 students, engaging employers, or supporting underserved populations.

Click or tap here to enter text.

**What needs motivate this project (what problems will this solve)?**  
Describe the specific needs or challenges that this project addresses. For example, increasing enrollments, particularly among women and other under-represented groups, in Fire Technology programs.

Click or tap here to enter text.

**What activities are involved in this project?**  
Describe how the requested funding will be used. For example, purchasing a welding simulation tool and software to help students, including incarcerated individuals, develop basic welding skills, or renovating Machining (Building DA-12) to install state-of-the-art equipment.

Click or tap here to enter text.

**Check all applicable objectives below involved in this project:**

Upgrade Equipment  Purchase Supplies  Project Personnel

Professional Development (training/conferences/travel)

Other (please explain if selected): Click or tap here to enter text.

**What challenges might arise?** Potential challenges might include supply chain issues or construction delays.

Click or tap here to enter text.

**Which sector strategy or regional priorities does the project align with?**Please select the most relevant option. If the project spans multiple sectors, choose "Other" and provide additional details below.

**Sector strategy:**

Choose an item.Provide details below:

Click or tap here to enter text.

**Regional priorities:**Please select the one that best fits the project.

Choose an item.

**CTE Strategies  
Please check all that pertain to the activities in the application:**

**Includes work-based learning opportunities (internships, apprenticeships, service-learning, etc.).** *Example: This project includes expanding internships.* Please describe:Click or tap here to enter text.

**Includes external partners (employers, non-profit agencies, etc.).***Example: Hunter Irrigation will sponsor internships for Machining students.* Please describe:Click or tap here to enter text.

**Includes dual enrollment, concurrent enrollment, or other opportunities for high school students.** *Example: This project will expand dual enrollment courses to Poway and Fallbrook High Schools.* Please describe:Click or tap here to enter text.

**Requires marketing/outreach of the course, program, event, or activity to be successful.** *Example: This project needs to build more recognition among high school students.* Please describe:Click or tap here to enter text.

**Other CTE Strategies not listed above.** Please describe:

Click or tap here to enter text.

**Student Success Metrics**  
Which student success indicators will this request most positively impact? Please select the option that best fits the project:

**Completions:** Increase the number of students completing degrees, certificates, or specific skills.

**Transfers:** Increase the number of community college students transferring to a UC or CSU.

**Unit Accumulation:** Decrease the number of accumulated units for community college students earning associate degrees.

**Workforce:** Increase the percentage of students who report being employed in their field of study.

**Equity:** Reduce gaps across all measures by improving outcomes among traditionally under-represented student groups.

**Outreach and Support for Underserved Groups**  
If the project provides support to underserved groups, please describe how it does so.  
*Example: The Fire Tech program will host an event aimed at encouraging women to pursue careers in firefighting.*

**Note:** Underserved groups include non-traditional students (such as women in predominantly male fields), adult learners, individuals with disabilities, veterans, the homeless, first-generation students, minorities (including specific groups like Hispanic or African-American), single parents, youth from foster care systems, individuals who are incarcerated or formerly incarcerated, those with limited English proficiency, economically disadvantaged individuals, and other groups facing barriers to education.

Click or tap here to enter text.

**Please provide the following information to clarify the areas the project will support:**

**6-digit TOP Code(s):**

Click or tap here to enter text.

**Related Occupations:**

Click or tap here to enter text.

Please estimate the number of students who will be directly impacted by this project:

Click or tap here to enter text.

If the application requests mentors, student-level data (student ID#’s) will be required. Will this data be supplied each semester? Yes No N/A

**For Equipment/Software Purchases**  
If the request involves the installation of equipment or requires support from the IS team (for software installation, etc.), has Facilities or the IS team been contacted to discuss the project installation requirements?  Yes  No N/A

**Sustainability of Ongoing Obligations**  
If the project has long-term costs associated with supplies, maintenance, repairs, or ongoing activities, please explain how these costs will be sustained beyond the grant funding.

*Examples include:*

* Annual software subscriptions
* Replacement parts
* Ongoing supplies (e.g., printer ink cartridges)
* Repairs and maintenance that cannot be handled in-house
* Events or positions extending beyond the grant funding period

What are the ongoing costs, and how will they be supported?  
(Note: Please indicate "N/A" if not applicable.)

Click or tap here to enter text.

**Application Attachments Checklist:**

**Quotes:** Have valid equipment or supply quotes been obtained? The quote(s) must include the vendor name and total cost, including taxes and shipping (along with a shipping date or estimated delivery date if available).

**Labor Market Information Report:** Has a recent LMI Data report been downloaded that supports the need for this program area in the region?  
Funded proposals will be required to provide this document.

**Advisory Board Meeting Minutes:** Have recent Advisory Board Meeting minutes (within the last 12 months) been included?

**Budget Spreadsheet:** Has the budget template been completed?