Grant Guidelines

Scope

The purpose of this competitive grant opportunity is to support Career and Technical Education Student Organizations (CTSOs) in enhancing student learning through contextual instruction, leadership and personal development, applied learning, and real world application. CTSOs funded through this opportunity must work with community college CTE programs and their students, but may also work with local high schools to further strengthen secondary to postsecondary partnerships and transitions.

The Carl D. Perkins Career and Technical Education Improvement Act of 2006 permits funds to be used for the support of CTSOs designed to provide funds that will support the closing of proficiency gaps for students and the continuous improvement of career and technical education. These organizations provide students with the opportunity to enhance their career, employability and leadership skills through a variety of activities.

**Organizations eligible to apply and receive this funding *must* be Illinois-based and meet the definition of a CTSO as defined by the National Coordinating Council for CTSOs (adopted July 2014).** Before completing the Grant Proposal below, applicants must read the grant Notice of Funding Opportunity (NOFO), which can be accessed on the Illinois Community College Board (ICCB) [CTE website](https://www.iccb.org/cte/?page_id=73). The NOFO contains information about the grant period, additional eligibility information, allowable and unallowable expenditures, grant deliverables, reporting schedule, and selection criteria.

Objectives

Applicants may utilize these grant funds to support respective CTSO components. Key components and areas of importance include, but are not limited to, the following:

* Strengthening academic as well as career and technical skills of students by providing contextual learning experiences as part of classroom lessons and leadership development.
* Utilizing CTSOs as educational laboratories in which students learn how to develop their leadership skills and professional potential by setting and accomplishing goals and tackling projects that promote problem-solving skills.
* Building on students’ interests and helping motivate the student to strive toward educational excellence.
* Participating in community projects and business and industry networking events to enhance leadership and career development of students.

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| Grant Proposal |
| **Applicant** |  |
| Amount Requested |  | MAXIMUM AMOUNT: $15,000 |
|  |  |  |  |  |  |  |  |  |  |  |
| **Project Manager**Name/Title |  |
| Telephone/Email |  |  |
| **Fiscal Contact**Name/Title |  |
| Telephone/Email |  |  |
| Narrative**Submissions will be judged and graded based on the following criteria. Each section should be concise and include sufficient detail. Points will be deducted from submissions that contain multiple spelling and/or grammar errors or neglect to address all the areas in each respective section.** **Before completing this Narrative, applicants must read the** [NOFO](https://www.iccb.org/cte/?page_id=73) **in full.** |
| **Project Title and Description**Provide a **brief**, high-level summary of your project (no more than 300 words). This summary **will** be used by the ICCB. |  |
| **CTE Impact and Improvement**Identify the 1. CTE program area(s) and 2. target population(s) that may be impacted. Additionally, address how this project supports CTE improvement. |  |
| **Activities and Outcomes** Describe the activities you plan to complete. Please be specific; you may include timelines and milestones. Additionally, address the expected outcomes of this project. |  |
| **Partnerships** Provide a list of the partners you anticipate collaborating with on this project, including their roles in the project**.** Do these partners intend to supplement this project monetarily? |  |

By submitting this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures and disbursements made with these funds are for the purposes and objectives set forth in the terms and conditions of the applicable Federal or State award or program participation agreement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (2 C.F.R. 200.41)

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 Signature Date