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| **ILLINOIS COMMUNITY COLLEGE BOARD**  **FY 2019 EARLY SCHOOL LEAVER TRANSITION PROGRAM**  **NARRATIVE** | |
| **APPLICANT:** |  |

In a maximum of **four (4) pages, address the changes and any new information that will be added** in the following areas.

**Program Design**

1. Describe the target population to be served. Identify if applicant will serve HSE students, HSCR students, or both.

* Describe any challenges in serving this population.

1. Describe the proposed activities and services to be delivered in FY 2019. Be sure to include a detailed description of how Career Exploration Experience (CEE) will be implemented.

* Describe the challenges faced in placement of students.

1. Provide a visual depiction or flowchart of how students will progress through the program, detailing activities and including timeframes.

**Student Recruitment, Enrollment, and Retention**

1. Describe any new methods or strategies that will be deployed in FY 2019 to ensure continuous enrollment of a minimum of 35 active participants. What are the challenges?
2. Describe any new enrollment strategies including the student orientation, intake, and assessment process.
3. Explain any new methods that will be used to retain participants.

**Transitions**

1. Describe the methods that will be used to increase successful transitions of participants to postsecondary education and/or employment.
2. Describe how the program connects with other career pathway efforts within the institution, including adult education, career and technical education, bridge programs, integrated models such as Integrated Career and Academic Preparation System (ICAPS), etc.
3. Describe what is included in a Transition Plan. Attach a sample.
4. Identify the high growth sector needs within your geographic area for FY 2019 (document sources) and corresponding career clusters.

**Partnerships**

1. Describe the methods that will be used to expand partnerships, both within your institution and within the community. Specifically identify organizations and businesses that will be approached in FY 2019 to serve as Career Exploration Experience (CEE) sites.

**Support Services**

1. Describe additional support services that will be offered in FY 2019. Additionally, identify support services offered at your institution and within your community. Describe what challenges are faced.
2. Describe the methods that will be used to identify and assess the support service needs of participants. Identify responsible staff members.

**Program Evaluation**

1. Describe the methods that will be used to continuously evaluate and improve the program. How have you addressed the challenges in the implementation of the ESLTP?