



# 2024-2025 Summer Career and Technical Education Grant

## Informal Discretionary Competition (IDC) Application Due 11:59 p.m. CT, April 9, 2025

NOGA ID

Authorizing legislation

General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)

This IDC application must be submitted via email to **competitivegrants@tea.texas.gov**.

The IDC application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, April 9, 2025**.

Grant period from **May 29, 2025 - September 30, 2025**

Pre-award costs permitted from **Not Permitted**

Application stamp-in date and time

### Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)

See the Program Guidelines for for additional attachment information.

### Select Focus Area (Applicants May Select One or Both Focus Areas)

☒ Focus Area 1: Career and Technical Education Course

☒ Focus Area 2: Work-Based Learning Experiences

### Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

N/A

### Applicant Information

Organization  CDN  ESC  UEI

Address  City  ZIP  Vendor ID

Primary Contact  Email  Phone

Secondary Contact  Email  Phone

### Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

☒ LOI application, guidelines, and instructions

☒ Debarment and Suspension Certification

☒ General and application-specific Provisions and Assurances

☒ Lobbying Certification

Authorized Official Name  Title

Email  Phone

Signature  Date

**Shared Services Arrangements**

☐ Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**

- ☐ The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. All participants understand that the "Shared Services Arrangement Attachment" must be completed and signed by all SSA members, and submitted to TEA before the NOGA is issued.

**Statutory/Program Assurances**

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- ☒ 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this IDC will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- ☒ 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- ☒ 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2024-2025 Summer Career and Technical Education Grant Program Guidelines.
- ☒ 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2024-2025 Summer Career and Technical Education Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- ☒ 5. The applicant provides assurance that curriculum will be appropriately aligned to regional labor market supported CTE programs of study.
- ☒ 6. The applicant provides assurance to provide data to TEA on student completion of courses through the Fall PEIMS Collection Process.
- ☒ 7. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.

**Summary of Program (Focus Area 1)**

Provide an overview of the program to be implemented with grant funds. Include the overall mission and specific needs of the organization. Describe how the program will address the mission and needs.

**MISSION STATEMENT:**

- The Progreso ISD mission statement is to have "Every student in Progreso ISD graduate with an Associate's Degree and/or a career license".

**SPECIFIC NEEDS:** To support Progreso ISD in fulfilling its mission, a comprehensive analysis of district and community-level data was conducted using the 2023–2024 Texas Academic Performance Report (TAPR) and the 2022 U.S. Census Bureau. The needs from these reports include: Need #1: Only 53.7% of Progreso ISD's students successfully graduate prepared for College, Career, and/or the Military, a figure that is less than half the state's average of 76.3%; Need #2: Only 50.9% of Progreso ISD's students graduate College Ready, a percentage notably lower than the regional average of 61.9%; Need #3: Only 2.8% of the students graduate with an approved industry-based certification. This is nearly 12 times less than the state average of 33.4%; and Need #4: In Hidalgo County, where Progreso ISD is located, the bachelor's degree attainment rate is 20.3%, a statistic much lower than the state's average of 33.1%.

**OVERVIEW OF PROGRAM:** Considering these identified needs, if awarded funding for the 2024-2025 Summer CTE program under Focus Area 1, Progreso ISD plans to implement a Summer Bridge Program. Details of this program can be seen below:

- Summer Bridge Program: Aimed at up to 10 students, this program will target incoming 9th graders. The curriculum will cover activities related to the Graphic Design and Interactive Media Program of Study, with the intent to increase students' engagement and understanding of the academics needed and the career pathways available, many of which are currently in high demand (Graphic Designer, Web Designer, Social Media Content Manager, etc.)

**HOW DISTRICT'S MISSION AND NEEDS ARE MET:** This program will play a pivotal role in addressing Progreso ISD's needs because it will integrate coursework that will likely increase student engagement in a CTE program of study (Graphic Design and Interactive Media), ultimately increasing the percentage of graduates who are College, Career, and/or Military Ready and aiding in addressing the current unemployment rate. By promoting CTE and Dual Credit courses, Progreso ISD will increase the likelihood of post-secondary persistence. This, in turn, will increase the low number of bachelor degreed individuals.

**Summary of Program (Focus Area 2)**

Provide an overview of the program to be implemented with grant funds. Include the overall mission and specific needs of the organization. Describe how the program will address the mission and needs.

**MISSION STATEMENT:**

- The Progreso ISD mission statement is to have "Every student in Progreso ISD graduate with an Associate's Degree and/or a career license".

**SPECIFIC NEEDS:** In order to thrust Progreso ISD towards meeting its mission, it is crucial to attend to both district and community needs. These needs, which were meticulously identified through a thorough analysis of the 2023-2024 Texas Academic Performance Report (TAPR) and 2022 United States Census Bureau, include but are not limited to:

- Need #1: 99.7% of the students at Progreso ISD are economically disadvantaged. This is significantly higher than the state's average of 62.3%.
- Need #2: 26.9% of the people living in Hidalgo County suffer from poverty. This is nearly double the state's average of 13.7%.
- Need #3: The average median household income is only \$52,281, which is significantly lower than the state average of \$76,292.

**OVERVIEW OF THE GRANT PROGRAM:** Considering these identified needs, if awarded funding for the under Focus Area 2, Progreso ISD will target a total of 10 students to participate in a 2-week long Work-Based Learning (WBL) Program that targets:

- Diagnostic & Therapeutic Services.

As a district located in a small town near the U.S.-Mexico border in the Rio Grande Valley, our nearest major business hubs are McAllen, TX (about 25 miles away, a 30-minute drive) and Harlingen, TX (about 30 miles away, a 35-minute drive). To ensure we can still offer WBL experiences to our students, we have chosen to partner with our district department heads, as the district is one of the largest employers in the area. If funded, we plan to collaborate with our:

- District Nurse & Health Science Instructor, who will provide relevant WBL experiences such as: monitoring vital signs, learning how to administer basic patient care like bandaging, and performing other routine healthcare procedures.

Note: Two signed letters of support are provided – 2 priority points

**HOW DISTRICT'S MISSION AND NEEDS ARE MET:** An integral facet of Progreso ISD's mission is to ensure students graduate with a "Career License". These Work-Based Learning (WBL) experiences play a pivotal role in meeting this mission, not only by fostering success for students' post-high school graduation but also by directly addressing community needs. By enhancing the likelihood of employability, these WBL experiences will also contribute to the reduction of poverty rates, as well as the elevation of the average median household income.

**Qualifications and Experience for Key Personnel (Focus Area 1)**

Outline the required qualifications and experience for primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program. Include whether the position is existing or proposed.

**Title and Responsibilities of Position****Required Qualifications and Experience**

Grant Program Manager (Proposed) - Oversee the execution of the grant, oversee grant staff, conduct data collection, and support in program evaluation.

- Required Qualifications: Bachelor's degree in education or related field.
- Required Experience: Two (2) years of experience in overseeing grants and data collection.

Superintendent (Existing) – Oversee personnel engaged in the grant program and ensure grant data is submitted to TEA.

- Required Qualifications: Master's degree in education or related field and a Superintendent Certification.
- Required Experience: Two (2) years of serving as a District Superintendent.

Counselor (Existing) – Advocate for the grant program and assist in facilitating course enrollment for students.

- Required Qualifications: Master's degree in school counseling or related field.
- Required Experience: Two (2) years of experience in assisting students in selecting career pathways.

CTE Staff (Existing) – Provide the Summer Bridge Program.

- Required Qualifications: Bachelor's degree in education or related field.
- Required Experience: Two (2) years of experience teaching; and one (1) year of experience teaching CTE-related courses.

**Qualifications and Experience for Key Personnel (Focus Area 2)**

Outline the required qualifications and experience for primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program. Include whether the position is existing or proposed.

**Title and Responsibilities of Position****Required Qualifications and Experience**

Grant Program Manager (Proposed) - Ensure the grant is implemented correctly and collect information as needed.

- Required Qualifications: Bachelor's degree in education or related field.
- Required Experience: Two (2) years of experience in overseeing grants and data collection.

Superintendent (Existing) – Supervise the people working on the grant program and make sure all the necessary information is sent to TEA.

- Required Qualifications: Master's degree in education or related field and a Superintendent Certification.
- Required Experience: Two (2) years of experience as a District Superintendent.

Counselor (Existing) – Promote the grant program and help students sign up for Work-Based Learning experiences.

- Required Qualifications: Master's degree in school counseling or related field.
- Required Experience: Two (2) years of experience in assisting students in selecting career pathways.

Business Partner (Proposed) – Supervise students as they engage in WBL activities.

- Required Qualifications: Proficiency and expertise in delivering specific CTE-related training and supervision.
- Required Experience: Four (4) years of experience in the targeted POS.

CTE Staff (Existing) – Keep an eye on students when they're out in the field and take care of any issues brought up by the businesses they're working with.

- Required Qualifications: Bachelor's degree in education or related field.
- Required Experience: Three (3) years of experience in CTE.

Goals, Objectives, and Strategies (Focus Area 1)

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

Guided by the grant's guidelines and insights from our needs assessment, Progreso ISD has established detailed goals, objectives, activities, and strategies for our program. Here are the specifics of each component:

GOAL: The primary objective of Progreso ISD in Focus Area 1 is to enroll 10 students in a Summer Bridge Program. This initiative is aimed at ensuring that every student in the district is comprehensively prepared for post-secondary success, whether that involves transitioning to higher education or entering directly into the workforce.

ACTIVITIES AND STRATEGIES: To achieve this goal, the following activities will be implemented as part of the Bridge Program:

- High School Transition: Provide 8th-graders with a tour of the high school to boost their confidence on their first day.
- CTE Orientation: Conduct orientation sessions for incoming 9th-grade students and their parents to introduce the various CTE Programs available at the high school.
- Counseling Sessions: Arrange for students to meet with the Campus/College Counselor to identify which Program of Study (POS) aligns with their interests and career goals.

By meticulously planning and executing these strategies, we aim to prepare our students for a smooth transition to higher education or the workforce, fully aligning with the goals outlined in Focus Area 1 of the grant.

Goals, Objectives, and Strategies (Focus Area 2)

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

Guided by the grant's guidelines and insights from our needs assessment, Progreso ISD has delineated specific goals, objectives, activities, and strategies for our program. Here are the details for each component:

GOAL: Our primary goal in Focus Area 2 is to offer Work-Based Learning (WBL) opportunities to 10 students. This initiative is designed to ensure that every student is well-prepared for success after high school, whether they plan to pursue further education or enter the workforce immediately.

ACTIVITIES/STRATEGIES TO ACHIEVE THIS GOAL: To effectively implement the WBL program, Progreso ISD will undertake several key activities and strategies:

- Introduction to WBL Opportunities: We will educate students about the array of WBL opportunities available, ensuring they understand the potential paths and careers they can explore.
- Collaboration with Business Partners: We will partner closely with our department heads to create flexible learning schedules that meet the educational needs of students while accommodating business operations. This collaboration will also allow students to engage in the following experiences:
  - Diagnostic & Therapeutic Services: Students will engage in activities such as monitoring vital signs, administering basic patient care like bandaging, and performing other routine healthcare procedures.
- Student Compensation: We will provide stipends to students who participate in the WBL program as an incentive and to reward their commitment and engagement.

Overall, these concerted efforts by Progreso ISD underscore our commitment to equipping students with the skills and experiences necessary to thrive in post-secondary environments and the modern workforce, thereby fulfilling the objectives set forth in Focus Area 2 of the grant.

Performance and Evaluation Measures (Focus Area 1)

Describe the performance measures identified for this program which are related to student outcomes and are consistent with the purpose of the program. Include the tools used to measure performance, as well as the processes that will be used to ensure the effectiveness of project objectives and strategies.

To ensure that Progreso ISD effectively meets grant goals and enhances STUDENT OUTCOMES, we are committed to adhering to the clearly defined performance measures within the guidelines. Therefore, the PERFORMANCE MEASURES we will utilize are as follows:

- Demographics of Students Served: Monitoring the diverse backgrounds of the students participating.
- Enrollment Numbers: Tracking the total number of students enrolled in the summer program.
- Completion Rates: Recording the number of students who successfully complete the summer program.
- PEIMS-Related Data: Collecting all relevant data as required by the Public Education Information Management System (PEIMS).

To accurately track and manage this information, Progreso ISD staff will employ several TOOLS, including:

- Student Intake Forms: To capture initial demographic and educational background information.
- Questionnaires: To gather feedback directly from students on their program experiences.
- Progress Reports: To document students' advancements and challenges throughout the program.
- Grades and Attendance Sheets: To monitor academic performance and program attendance.
- Meetings with CTE Teachers: To discuss student progress, curriculum effectiveness, and any necessary adjustments.

The data collected through these methods will be instrumental in assessing whether the students are meeting the program's goals and objectives. This analysis will also provide critical insights into the EFFECTIVENESS of the strategies implemented as part of the Summer CTE Grant Program, enabling continuous refinement and improvement of our educational offerings.

Performance and Evaluation Measures (Focus Area 2)

Describe the performance measures identified for this program which are related to student outcomes and are consistent with the purpose of the program. Include the tools used to measure performance, as well as the processes that will be used to ensure the effectiveness of project objectives and strategies.

To ensure that Progreso ISD effectively meets grant goals and enhances STUDENT OUTCOMES, we are committed to adhering to the clearly defined performance measures within the guidelines. Therefore, the PERFORMANCE MEASURES we will utilize are as follows:

- Student Demographics: Monitoring the diverse backgrounds of participating students.
- Internship Participation: Tracking the number of students engaged in internships.
- Industry Engagement: Counting the businesses and industry partners providing WBL experiences.
- Work Hours: Recording both the total and average hours worked by students.
- Earnings: Calculating students' total and average hourly earnings within the program.
- Training Plans: Documenting the training plans created for each student.
- Partnership Agreements: Managing all agreements with partners.
- Skills Assessment: Evaluating or recognizing skills for each student.
- CTE PEIMS Data: Collecting all relevant Career and Technical Education Performance Indicator Management System (PEIMS) data.

To effectively monitor these performance measures, Progreso ISD will employ various TOOLS, including student intake forms, surveys, performance reports, questionnaires, grades, and attendance sheets. We also plan regular meetings with business partner liaisons. This comprehensive strategy ensures that the district gathers a diverse set of data, which is crucial for assessing both the program's and the students' performance.

With this approach, Progreso ISD is positioned to confirm that students in the program are reaching the established goals and objectives. Therefore, the collected data will offer invaluable insights into the EFFECTIVENESS of the strategies implemented as part of the Summer CTE Grant Program, allowing for continuous refinement and improvement.

Budget Narrative (Focus Area 1)

Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs.

To develop the proposed Summer CTE Grant budget, Donna ISD identified key NEEDS, goals, and milestones for student success in Focus Area 1. After evaluating costs for staffing, supplies, and curriculum, the district prepared the following budget outline:

1) Payroll (\$7,500) – Funds will be used so that teachers can provide instruction in the identified CTE courses, a stipend can be provided to a Grant Program Manager who will help oversee the program activities, and employee benefits for all staff can be covered; 2) Professional and Contracted Services (\$6,558) – Grant funds will be used to provide professional development support for staff; 3) Supplies and Materials (\$20,221) - Grant funds will be utilized to purchase instructional supplies and resources needed for the Summer Bridge program (i.e. laptops); 4) Capital Outlay (\$13,000) - Grant funds will be used to purchase interactive flat panels with embedded student curriculum focused on Graphic Design and Interactive Media CTE POS and activities that are instrumental in the pathway. 5) Indirect Cost (\$2,721) - The district will cover cost associated with the overhead fees of running the program.

Unfortunately, due to budget constraints, the provision of paid internships at this time from district funds is not feasible. However, Progreso ISD has secured alternative funding to support related operational costs. A SNAPSHOT OF these FUNDS can be seen below: 1) Facilities and Maintenance: Financed through local funding. 2)Transportation: Supported by state transportation funds. 3) Summer Food Programs: Funded by the Texas Department of Agriculture. 4)Technology Needs: Covered under the Instructional Materials Allotment for necessary hardware and software.

If ADJUSTMENTS are needed, Progreso ISD stakeholders will collaborate to revise program elements and will communicate proactively with TEA. Any changes will be formally shared through letters of intent, in compliance with TEA amendment guidelines.

Budget Narrative (Focus Area 2)

Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs.

To develop the proposed Summer CTE Grant budget, Donna ISD identified key NEEDS, goals, and milestones for student success in Focus Area 2. After evaluating costs for staffing, supplies, and curriculum, the district prepared the following budget outline:

1) Payroll (\$11,250) – Payroll costs have been budgeted to provide a Grant Program Manager stipend, professional extra-duty pay, and employee benefits. 2) Supplies and Materials (\$31,229) - Grant funds will be utilized to purchase instructional supplies and resources that are needed to deliver real-world work experience. 3) Other Operating Costs (\$4,800) - The district will cover travel costs as well as the cost associated with paying at least 10 students to receive work-based training. 4) Indirect Cost (\$2,721) - The district will cover costs associated with the overhead fees of running the program.

Due to existing budget constraints, providing paid internships directly from district funds is currently unfeasible. However, Progreso ISD has secured alternative funding to support related operational costs. A SNAPSHOT OF these FUNDS can be seen below:

- Facilities and Maintenance: Financed through local funding.
- Transportation: Supported by state transportation funds.
- Summer Food Programs: Funded by the Texas Department of Agriculture.
- Technology Needs: Covered under the Instructional Materials Allotment for necessary hardware and software.

If ADJUSTMENTS are needed, Progreso ISD stakeholders will collaborate to revise program elements and will communicate proactively with TEA. Any changes will be formally shared through letters of intent, in compliance with TEA amendment guidelines.

Program Requirements

1a. Needs Assessment (Focus Area 1): Applicants must complete a Needs Assessment Summary indicating specific area of need the LEA has that hinders the completion of courses within programs of study. (For example: describing scheduling conflicts, specific program of study teacher availability, etc.)

Upon reviewing the grant proposal, we conducted a detailed assessment of our district's specific needs to maximize the effectiveness of this funding. Our analysis revealed that the district and surrounding county are underperforming relative to statewide benchmarks. We have identified several critical challenges that require financial support and believe these could be effectively addressed through this grant:

SPECIFIC NEEDS:

- Need #1: Only 53.7% of Progreso ISD's students successfully graduate prepared for College, Career, and/or the Military, a figure that is less than half the state's average of 76.3%.
- Need #2: Only 50.9% of Progreso ISD's students graduate College Ready, a percentage notably lower than the regional average of 61.9%.
- Need #3: Only 2.8% of the students graduate with an approved industry-based certification. This is nearly 12 times less than the state average of 33.4%.
- Need #4: In Hidalgo County, where Progreso ISD is located, the bachelor's degree attainment rate is 20.3%, a statistic much lower than the state's average of 33.1%.

Strategies to Address These Needs:

1. Enhance Curriculum: We plan to introduce Career and Technical Education (CTE) coursework to students at an early age to increase the percentage of students graduating ready for college, careers, or the military; and
2. Expand Professional Development: Increase professional development opportunities for teachers, focusing on modern CTE methodologies to enhance instructional quality and student engagement.

These targeted strategies are designed not only to meet the immediate educational needs of our students but also to provide long-term benefits that will increase their competitiveness in the job market and contribute to the socioeconomic upliftment of our community.

1b. Needs Assessment (Focus Area 2): Applicants must complete a Needs Assessment Summary indicating specific area of needs the LEA has to offer work-based learning opportunities. (For example: describing transportation limitations, describing scheduling conflicts, specific program of study teacher availability, etc.)

Upon reviewing the grant proposal, we conducted a comprehensive analysis of our district's needs to effectively utilize this funding. Our assessment indicated that both our district and the surrounding county were underperforming compared to statewide benchmarks. Below, we detail the critical challenges we've identified that require financial support and could be significantly mitigated with funding from this program:

SPECIFIC NEEDS:

- Need #1: 99.7% of the students at Progreso ISD are economically disadvantaged. This is significantly higher than the state's average of 62.3%.
- Need #2: 26.9% of the people living in Hidalgo County suffer from poverty. This is nearly double the state's average of 13.7%.
- Need #3: The average median household income is only \$52,281, which is significantly lower than the state average of \$76,292.

To address these deficiencies, the district plans to offer paid internships that will:

- Increase the number of Work-Based Learning experiences students accumulate by graduation.
- Enhance students' employability upon entering the workforce.

These initiatives are aimed at:

- Reducing local poverty rates; and
- Elevating the average median household income.

These targeted interventions are designed to uplift our community by improving educational outcomes and economic prospects for our students.

**Program Requirements, cont'd.**

2. **Focus Area 1:** Applicants must specify which program(s) of study and the CTE course(s) in the program(s) of study that will be offered (see <https://tea.texas.gov/academics/college-career-and-military-prep/career-and-technical-education/cte-programs-of-study> for a list of the approved statewide programs of study). Include the number of students who be engaged and supported in this focus area.

In alignment with Focus Area 1 of the Summer CTE Grant Program, Progreso ISD aims to enroll 10 students (NUMBER OF STUDENTS) in a specialized CTE course offered under the Graphic Design and Interactive Media (PROGRAMS OF STUDY), which is recognized as a statewide program on the Texas Education Agency's website. Specifically, we will offer three distinct courses: [Principles of Arts, Audio/Video Technology and Communications, Digital Design and Media Production, Digital Art and Animation] This curriculum is strategically designed to provide students with essential skills and knowledge, setting a solid foundation for their future professional success.

3. **Focus Area 2:** Applicants must specify business and industry partners who will be involved in the program. Additionally, specify the work-based learning model(s) which will be utilized and the number of students who will be engaged and supported.

To align with the grant's objectives and to ensure the success of our students post-high school graduation—which includes reducing poverty rates and elevating median household incomes—we have strategically partnered with our own district, which is one of the largest employers in the area. This partnership is essential, as it will provide real-world work-based learning (WBL) experiences tailored to current market demands. Our key PARTNERS, which includes our IT Department Head, our Health Science Instructor, and our District Nurse, have demonstrated strong commitment to our program by providing signed letters of support, securing us 2 priority points. These collaborations ensure that our students receive practical, hands-on training geared towards immediate workforce readiness.

Leveraging the robust partnerships established, our program adopts a face-to-face WORK-BASED LEARNING MODEL running for 4 hours per day, for two weeks in duration. This immersive approach ensures that 10 students (NUMBER OF STUDENTS) do more than just receive instructions; they actively apply their learning in real-world contexts. The curriculum includes a diverse range of practical activities: from technical tasks like monitoring vital signs, administering basic patient care like bandaging, assisting with installing firewalls, and troubleshooting hardware and software issues. This hands-on experience is vital for developing both technical skills and workplace readiness.

Appendix I: Amendment Description and Purpose

(leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section	Reason for Amendment