



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.
State Superintendent of Education

July 22, 2020

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey 
State Superintendent of Education

SUBJECT: Career and Technical Education Expansion Grants

The Alabama State Department of Education is accepting proposals from local education agencies (LEAs) for funding to expand career and technical education programs in LEAs. Funds are available from revenue source code 1281. The deadline to submit the Expansion Grant application is August 3, 2020, **no later than 4 p.m.** Approved applicants will have from the beginning date of the resulting contract to September 30, 2020, to expend or obligate funds. Please send applications to Dr. Jimmy Hull, Assistant State Superintendent for Career and Technical Education/Workforce Development, Alabama State Department of Education, ATTN: Dr. Julie Turner, Education Specialist, P. O. Box 302101, Montgomery, Alabama 36130-2101.

If you have any questions, please contact Mrs. Jennifer Burt, Education Administrator, by telephone at 334-694-4763 or by email at jburt@alsde.edu, or Dr. Turner by telephone at 334-694-4760 or by email at jturner@alsde.edu.

EGM/JT

Enclosure

cc: City and County Career and Technical Education Administrators
City and County Chief School Financial Officers
Dr. Daniel Boyd
Mr. Andy Craig
Dr. Jimmy Hull
Mrs. Lynn Shows
Mr. Barry Kachelhofer

FY20-2105

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**CAREER TECHNICAL EDUCATION / WORKFORCE DEVELOPMENT
Request for Proposals
Career and Technical Education Expansion Grant Fiscal Year (FY) 2020**

School District: _____

System Code: _____

Instructions: Complete this cover sheet, the narrative questions, data page, and budget page and return on or before August 3, 2020, no later than 4 p.m. Mail to: Dr. Jimmy Hull, Assistant State Superintendent for Career and Technical Education/Workforce Development, ATTN: Dr. Julie Turner, P. O. Box 302101, Montgomery, AL 36130-2101 (for Federal Express: 50 North Ripley Street, Montgomery, AL 36104) or hand-deliver to: Dr. Julie Turner, Education Specialist, Career and Technical Education/Workforce Development, Gordon Persons Building, 3rd Floor, Room 3146, 50 North Ripley Street, Montgomery, AL 36104. No emailed or faxed copies will be accepted. Submit original and three copies. Please use blue ink for the signatures on all original copies.

Career and Technical Education			
Name:		Telephone:	
Address:		Fax:	
Email:			

Amount of Funds Requested: _____

Purpose: The Alabama State Department of Education (ALSDE) is accepting proposals from local education agencies (LEAs) for funding to expand career and technical education (CTE) programs in LEAs.

Date of the Award: Funds will be available from date of award letter through September 30, 2020.

Allowable Costs: LEAs agree to use funds to pay for ALSDE expansion projects for CTE programs.

CERTIFICATION:

The attached application/budget is based on preliminary grant application. I understand that only the CTE Expansion costs approved in this grant application will be reimbursed to the LEA.

CTE Director

Date

I have reviewed the attached application/budget. The proposed expenditures appear to be coded properly and will be incorporated into the LEA systemwide budget.

Chief School Financial Officer

Date

I certify that I am authorized by the governing board of the above-named school system to submit this application or amendment; that all assurances, certifications, and disclosures submitted with the Program Application and Accountability Plans for Career and Technical Education will be observed; that the program will be implemented as described; and that the governing board is responsible for complying with all state and federal requirements, including the resolution of any audit exceptions.

Local Superintendent's Original Signature

Date

Career and Technical Education Expansion Grant FY 2020

Grant Requirements

1. Preliminary Budget/Certification Page—Each LEA must complete the preliminary budget page. The maximum grant award will be \$25,000.00. Each LEA must submit an original Certification Cover Page. Each LEA must mark its Workforce Region on each page. (10 Points)
2. Project Narrative—Each LEA must demonstrate a plan to expand Career and Technical Education Programs. (30 Points)
3. Labor Market Data—Each LEA must supply Labor Market Data to support the project. (15 Points)
4. Career and Technical Education Data Page—Each LEA must submit a Career and Technical Education Data Page. Preference will be given to LEAs with higher socio-economic percentage. (45 Points)

Up to four grants will be awarded per Workforce Region.

Project Narrative

1. Describe the Career and Technical Education program to be expanded.
2. Describe how the program expansion will create equity and access.
3. Describe how the success of the program will be measured.

Labor Market Data

1. List of three high-wage and/or in-demand occupations for program to be expanded.
2. Number of jobs for each occupation listed in the immediate area of LEA.

Career and Technical Education Data Page

Complete the following data table for the LEA's Career and Technical Education Program (include the entire CTE program).
Double click on table to enter data. If the answer for any cell is zero, enter a 0.

		Number	% of Total
	Total Enrollment		
	Male		
	Female		
Special Populations	Disabled		
	Low SES		
	Non-Traditional		
	Single Parent		
	Out of work		
	EL		
	Homeless		
	Foster Care		
	Military Family		

Career and Technical Education Expansion Grant FY 2020

PROPOSED BUDGET
Revenue Code = 1281

Function	Program	Object	Description	Budget
	3800			
	3800			
	3800			
	3800			
	3800			
	3800			
	3800		Total	\$