

Perkins Reserve Grants for Career & Technical Education (CTE)

Request for Proposals – 2021

Proposal deadline: Monday, February 1, 2021

All proposals must be electronically submitted, as a single PDF document, via attachment to michelle.nelson@state.sd.us

Scope: Grant awards will cap at \$30,000 each

Award notification: March 1, 2021

Project Start Date: Projects may begin April 1, 2021

Project End Date: Funds must be obligated prior to August 31, 2021

Project Completion: Projects must be completed by October 1, 2021

Purpose and Priorities

Perkins Reserve Grants will provide funds to support the purchase of industry-grade classroom equipment or curricula and high-quality professional development opportunities.

Proposals will be scored based on alignment with the following priorities:

1. **Student participation:** Demonstrates a capacity for a large number of students or a sizable percentage of the participating districts' students to benefit from the project. Details how the grant project will support student achievement and develop industry-related skills.
2. **South Dakota workforce:** Addresses workforce needs through programs designed to generate student interest, knowledge and skills in high-need workforce areas (either throughout the state or regionally).
3. **Alignment with business and industry standards:** Selected equipment, curricula or professional development opportunities reflect current industry standards.
4. **Innovation:** How the grant proposal fosters innovation in the CTE program.

Eligibility

Applications may be submitted by public school districts with approved Career & Technical Education programs (or those wishing to add approved CTE programs in the 2021-22 school year).

Districts must be classified as rural by the [National Center for Education Statistics](#). This would include all districts except Rapid City and Sioux Falls.

Maximum Grant Amount

The maximum amount, per individual award, will be \$30,000.

Contact

Direct questions to Michelle Nelson (michelle.nelson@state.sd.us, 605-295-1930).

Use of Funds

These funds will support the purchase of industry-grade equipment or curricula and educator training. Costs must be necessary and reasonable to complete the project; documentation must be available to support each expenditure.

Specifically, the grant funds may support the purchase of (but not be limited to) the following:

- **Equipment and materials related to the content of project activities**
- **Training and travel costs for personnel directly implementing the project**
- **Expenses associated with student assessments/industry certifications**

Grant funds cannot be used for:

- **Salaries and benefits**
- **Capital investments**
- **Consumables (Please note Project Lead The Way and CASE supply lists include both equipment and consumable supplies for the lab. Those consumable supplies will not be an allowable expense)**
- **Expenditures made prior to April 1, 2021 or are not approved for use prior to August 31, 2021**
- **Purchases that become the property of any individual or organization other than the eligible recipient**
- **Purchases or services beyond the project outcomes or activities**

A more detailed list of allowable and non-allowable expenditures is located at

<https://doe.sd.gov/cte/documents/AllowableCost.pdf> .

Considerations

Questions to consider when vetting potential grant projects include:

- In what ways will the project add opportunity for more students to access high quality CTE programs with strong programs of study?
- How will the project modernize CTE programs and assist students in mastering industry standards?
- How will the project expose students to high-need workforce areas in South Dakota?
- How does the project foster innovation?

Application Deadline and Award Process

Proposals must be electronically submitted as a single PDF document, via attachment, to michelle.nelson@state.sd.us by February 1, 2021.

Award notifications will be announced by March 1, 2021. Projects may begin April 1, 2021, and funds must be obligated prior to August 31, 2021. Projects must be completed by October 1, 2021.

Perkins Reserve Grants will be awarded through a competitive process. All proposals will be read and judged by a review committee. The review committee will determine award winners based on the grant priorities and criteria using a scoring rubric.

Both successful and unsuccessful applicants will be notified. Award decisions made by the review committee are final.

Perkins Reserve Grants for Career & Technical Education (CTE)

Proposal Submissions

A single .pdf document must be emailed to michelle.nelson@state.sd.us by February 1, 2021.

Complete proposals will include the following elements:

- School district name
- Project summary
- Description of proposed project: Overview/Rationale, Plan, Outcomes
- Budget

Details:

1. **School district name:** Include the lead school district and any potential industry partners.
2. **Project summary:** Include a brief summary of the project, not to exceed three sentences.
3. **Project description:**
 - Limit the project description to one page
 - Include information to support the project’s merit and address the grant priorities. How does the project improve the quality of and access to CTE programs?
 - **Overview:** Provide background information and/or rationale for the project. Why is the grant funding needed?
 - **Proposed Plan:** List the project’s goals. Who will be involved in the project? How many students will benefit from the project? What is the timeline for the project? How will high-need workforce areas be supported?
 - **Outcomes:** Indicate how student achievement will be impacted as a result of the project. What are the measurable outcomes?
4. **Budget:** Provide a one-page budget in which major funding categories are identified and explained.

Feel free to make use of the budget template below to meet your needs.

Itemized budget:

Budget Category	Vendor Name	Item Description	Amount
EXAMPLE: <i>Purchased services, materials & supplies, equipment, travel, etc</i>	<i>Amazon.com</i>	<i>3D Printer</i>	<i>\$800</i>
TOTAL:			

General Assurances

This applicant certifies to the South Dakota Board of Education Standards that:

1. All programs, services and activities covered by this application will be conducted in accordance with the Strengthening Career and Technical Education for the 21st Century Act.
2. Federal funds made available will be used to supplement and, to the extent practical, to increase the amount of local funds that would, in the absence of such federal funds, be made available, and in no case to supplant such local funds; supporting documents will be maintained for audit that specifically identify the purpose for which federal funds have been expended.
3. By accepting federal funds, the recipient hereby agrees to establish and maintain fiscal control and accounting procedures, as set forth in current federal regulations, to ensure proper disbursement of, and accounting for, federal funds for the intended purpose.
4. By accepting federal and/or state funds, the recipient hereby agrees to repay any funds that have been finally determined through the federal or state audit resolution process to have been misspent, misapplied or otherwise not properly accounted for.
5. Equipment purchased, and curriculum developed with federal funds remains the property of the State of South Dakota.
6. The local application has been developed taking into consideration other educational and training resources available in the area including private and trade schools.
7. The applicant maintains documentation to verify the eligibility of students enrolled in programs supported by federal funds for education of students who are members of special populations.
8. The local applicant agrees to comply with all state and federal rules and regulations regarding nondiscrimination based on disability, race, color, national origin and sex.
9. The state may terminate this grant within 30 days after approval for violation of this agreement or applicable regulations.
10. Funds expended under this Act will not be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interest of the purchasing entity or its employee or any affiliate of such an organization.
11. State and local funds will be used in the schools that are receiving federal funds under the Act to provide services that, taken, are at least comparable to services being provided in schools that are not receiving such federal funds.
12. Individuals who are members of special populations will be provided with equal access to recruitment, enrollment and placement activities to the full range of career and technical education programs available to individuals who are not members of special populations, including occupationally specific courses of study, cooperative education, apprenticeship programs and, to the extent practicable, comprehensive career guidance and counseling services, and shall not be discriminated against on the basis of their status as members of special populations.
13. Career and technical education planning for individuals with disabilities will be coordinated between appropriate representatives of career and technical education, special education and state vocational rehabilitation agencies.
14. The provision of career and technical education will be monitored to ensure that disadvantaged students and English Learner students proficiency have access to such education in the most integrated setting possible.
15. Career and technical education programs/support activities funded under Title I, Part C, in a consortium arrangement shall be available to ALL students of the participating LEAs in the consortium.
16. No funds made available under this Act shall be used to require any secondary student to choose or pursue a specific career path or major.
17. No funds made available under this Act shall be used to mandate that an individual participate in a career and technical education program, including a career and technical program that requires the attainment of a federally funded skill level, standard or certificate of mastery.
18. No funds provided under this Act shall be used to directly providing incentives or inducements to an employer to relocate a business enterprise from one state to another state if such relocation will result in a reduction in the number of jobs available in the state where the business enterprise is located before such incentives or inducements are offered.
19. No funds received under this Act may be used to provide career and technical education programs to students prior to the fifth grade, except that such students may use equipment and facilities purchased with funds under this Act.
20. The portion of any student financial assistance received under this Act that is made available for attendance costs described in subsection (section 325(b)) shall not be considered as income or resources in determining eligibility for assistance under any other program funded in whole or in part with Federal funds. (Sec 325(a))
21. Funds made available under this Act may be used to pay for the costs of career and technical education services required in an individualized education plan developed pursuant to section 614(d) of the Individuals with Disabilities Education Act (IDEA) and services necessary to the requirements of section 504 of the Rehabilitation Act of 1973 with respect to ensuring equal access to career and technical education. (Sec. 325(c))
22. All programs, services and activities covered by this application will be conducted in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the U. S. Office

for Civil Rights' "Vocational Education Programs Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, National Origin, Sex and Handicap."

23. Statistical data (Student Enrollment, Concentrator Data, Standards and Measures) and financial and descriptive reports required by Division of Career & Technical Education (DCTE) will be submitted on time.
24. When planning expenditure of Perkins funds, eligible recipients must describe how the requests are related to Perkins standards and measures outcomes, program improvement process (PIP) goals, program standards/competencies, and measurable student outcomes.

GEPA Statement

What steps are in place to ensure equitable access to, and participation in, federally assisted programs for students, teachers, and other program beneficiaries with special needs [GEPA 427]. Department of Education's General Education Provisions Act (GEPA).

Provide a statement about how the district is ensuring the federally identified six barriers (gender, race, national origin, color, disability, or age) and any other barriers are addressed. Include the six barriers in your statement and address students, teachers, and other program beneficiaries with special needs.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §§874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead- based paint in construction or rehabilitation of residence structures.
17. Will comply with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," as required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110,
18. Will comply with the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610.
19. Will comply with Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110.
20. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, §Audits of States, Local Governments, and Non-Profit Organizations. §
21. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signature

LEA's Authorized Representative Signature:

The school board has authorized me to sign on the LEA's behalf to participate as a member of the consortium. I certify to the best of my knowledge the information provided in this agreement is accurate and that the LEA as a member of the consortium will comply with the provisions of the Strengthening Career and Technical Education for the 21st Century Act (Perkins V). As a member of the consortium, the LEA agrees to bind to all requirements and assurances in the consortium's grant application.

Authorized Representative (Typed)

Title

Authorized Representative (Signature)

Date

Address

Direct Phone