

Bidder's Conference – August 24, 2021

**K12 Strong Workforce Program
Funding Opportunity – Request for Application**

Today's Presenters

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Today's Objectives & Housekeeping Items

- Walk through of the K12 SWP Funding Opportunity & RFA
 - **Address changes in the Round 4 RFA from previous Rounds**
- Review support resources and tools
- Questions submitted via the Q&A chat will be collected and addressed following the webinar on the K12 SWP FAQ page – posted by August 31, 2021
- This webinar is being recorded and will be made available on the K12 SWP webpage on CCCCCO.edu and the VRC

K12 SWP Background

- 2016 - the California Legislature approved the Strong Workforce Program (SWP), budgeting an ongoing \$248 million for the state's community colleges to enhance and expand career technical education (CTE) and workforce training to prepare students for high-wage employment in industries that meet regional labor market needs.
- 2018-19 fiscal year - an additional \$150 million was allocated on an annual and ongoing basis to K-12 local education agencies (LEAs) through the K12 Strong Workforce Program (K12 SWP) to create, support, or expand high-quality CTE at the K-12 level (Education Code, Section 88827).

K12 SWP Background Continued

- The ultimate goal of Strong Workforce Program K12 grant funds is to support K-12 LEAs in creating, improving, and expanding CTE courses, course sequences, programs or study, and pathways for students transitioning from secondary education to postsecondary education to living-wage employment.
- The COVID-19 pandemic has exposed the economic inequality that is deeply ingrained in our society, making it clear that we cannot return to business as usual.
- Inclusive economic development is about both process and outcome, mobilizing cross-sector collaboration and focusing on approaches to shared prosperity; the outcomes from such economic growth can be greater and more mutually beneficial to education, businesses, communities, and workers, including historically disproportionately impacted students.

K12 SWP Objectives

K12 SWP is a joint effort between CCCCO and CDE designed to:

- Build foundational career path skills and knowledge essential to subsequent success in college and early career exploration.
- Enable a seamless and successful transition from secondary to postsecondary education within the same or related career paths.
- Lead to completion of industry-valued certificates, degrees, or transfers to four-year university or college.

K12 SWP Objectives Continued

- Prepare students upon completion of education to enter into employment in occupations for which there is documented demand that pay a livable wage.
- **Identify and close equity gaps by improving access to and completion of high-skill/high-wage CTE opportunities for disproportionately impacted students.**
- Contribute toward meeting the projected need for one million completers of CTE programs aligned with the state's labor markets.
- Facilitate K-12 student exploration and selection of learning opportunities leading to career paths.

K12 SWP 2021 Timeline

DATE	EVENT
August 16, 2021	K12 SWP Application Released/NOVA Platform Opens
August 24, 2021	Bidder's Conference Webinar
September 1, 2021	NOVA Platform Applicant Training
September 17, 2021	Question Submission Deadline to K12SWP@cccco.edu
October 1, 2021	Regional Engagement Information Sessions Conclude
October 15, 2021	K12 SWP Applications due in NOVA
November 19, 2021	K12 Selection Committees Review Period Concludes
November 30, 2021	K12 SWP Preliminary Awards Announced
December 10, 2021	Appeals Due to SWP Regional Consortium
December 17, 2021	Regional Consortium Communicate Intent to Award
January 2022	K12 SWP Project Term Begins
June 2024	K12 SWP Project Term Ends

Funding

Regional Funding Distribution Based on ADA

- Within each of the eight regions, funding distribution to the applicants is based on ADA as presented in the table below:

Total Applicants' ADA	Percentage of a Region's Allocation
Less than or equal to 140	4%
141-550	8%
More than 550	88%

- A K12 Selection Committee, in consultation with its Regional Consortium, has the discretion to adjust the percentages of a region's allocation, as needed.

Funding

Statewide Funding Allocations to the Regions

- **Weighted Factors**

- Unemployment Rate
- Region's Total ADA for pupils in grades 7 through 12
- Proportion to projected regional job openings

- **Round 4 will use the data numbers from 2019-20**

Regional Consortium	K12 SWP Allocation
Bay Area	\$30,825,442
Central Valley/Mother Lode	\$20,846,960
Inland Empire/Desert	\$18,048,425
Los Angeles	\$25,339,879
North/Far North	\$19,844,596
Orange County	\$11,789,491
San Diego/Imperial	\$13,318,371
South Central Coast	\$9,986,836
TOTAL	\$150,000,000

Awarded Funding Levels for LEAs

There are four funding levels of maximum allowable dollar amounts for each application based on total ADA of the grant-seeking LEAs as shown in the table below:

Total Average Daily Attendance of LEAs	Maximum Allowable Grant Amount
Up to 140 ADA	Up to \$250,000
141 to 550 ADA	Up to \$500,000
551 to 10,000 ADA	Up to \$1,000,000
Over 10,000 ADA	Up to \$2,000,000

Eligible Applicants

Eligible K12 SWP applicants consist of one or more of any combination of the following LEAs:

- School District
- County Office of Education
- Charter School
- Regional Occupational Center or Program (ROC/P)

Eligibility Requirements

- 1) LEA applicants must partner with at least one community college/district in their application.
- 2) The LEA (Lead and all K-12 Partners) shall be located within the geographical boundaries of the region from which it is applying for funds.
- 3) Each LEA (Lead and all K-12 Partners) will be required to upload a completed High-Quality CTE Program evaluation.
- 4) Each LEA (Lead and all K-12 Partners) must engage in regional efforts to align workforce, employment, and education services.
- 5) Report data that can be used by policymakers, LEAs, community college districts, and their regional partners to support and evaluate the program.

Note: Per Ed. Code, Section 88830, the Chancellor's Office will verify that required course data files to Cal-PASS Plus have been submitted. Additionally, K12 SWP awardees who did not submit required course data files may be ineligible to apply.

Positive Considerations

- Aligned programs serving “unduplicated pupils”.
- Programs serving pupil subgroups that have higher than average dropout rates.
- Programs located in an area of the state with a high unemployment rate.
- Programs that operate within rural school districts.
- **Programs that create new pathways.**
- **First time K12 SWP applicants who have never received K12 SWP funds as a Lead or K-12 Partner.**

Positive Considerations Continued

The K12 Selection Committee, in consultation with the Regional Consortium, has the discretion to give positive consideration to programs to the extent they demonstrate and of the following:

- Most effectively meet the needs of the local and regional economies.
- Successfully leverage one or both of the following to support and sustain programs:
 - Existing structures, requirements, and resources of the federal Carl D. Perkins Career and Technical Education Improvement Act of 2006
 - Contributions from industry, labor, and philanthropic sources
 - Make significant investments in career technical education infrastructure, equipment, and facilities.

Partnerships

Higher Education Partners

- LEA applicants are required to identify a purposeful partnership with at least one partnering community college or community college district with the intent of developing clearly defined K-14 career pathways for students.
- LEAs are encouraged to partner with multiple community colleges for developing or supporting multiple K-14 CTE course sequences, programs, or pathways aligned with regional workforce needs.
- An LEA may have an additional partnership with four-year colleges, including CSUs, UCs, and private colleges.

Partnerships

K-12 Partner Agencies

- Collaboration between LEAs is encouraged, though not required.
- All other LEAs that are not the Lead Agency on the application, but will receive K12 SWP funds from this strand of work are K-12 Partner Agencies and must be included as such in the application submission under “K-12 Partner Agencies.”
 - **For example, when a County Office of Education is the Lead Agency, school districts engaged in the K12 SWP work are K-12 Partner Agencies. If the ADA for a K-12 Partner Agency are included on the application as the student population served, then the LEA must also receive K12 SWP funds and is also responsible for submitting all required reports.**
- If a K-12 Partner Agency will only receive services but not awarded funds, the ADA of that LEA cannot be included as the population served.

Partnerships

Collaborative Partners

- LEAs seeking K12 SWP funds are encouraged, though not required, to identify partnerships with Collaborative Partners, which agree to support and inform LEAs as they create, implement, or expand K-14 CTE programs and pathways.
- Collaborative Partners include businesses and industry organizations, workforce development agencies, government offices, and philanthropies, among others.

Partnerships

Adult Education

- An Adult Education Program may be included under a district LEA lead or K-12 Partner Agency application **ONLY** if the program serves students under the age of 18, as approved by the local board. If this is the case, the application should specify the percentage of students served that are under the age of 18.
- Adult Education Programs may be included in the application as a Collaborative Partner, working with K-12 LEAs, community colleges, and other stakeholders to support pathways to higher education and employment for all students .

Match Requirements

Proportional Dollar Match

- Per Education Code, Sections 88828, (c)(1)(A)(B), any K12 SWP funds awarded, the grantee is required to provide a proportional dollar match as follows:
 - For ROCPs operated either by a joint powers authority or by a County Office of Education, one dollar (\$1) for every one dollar (\$1) awarded. The ROCP needs to be the Lead Agency on the Application.
 - For all other LEAs, two dollars (\$2) for every one dollar (\$1) awarded.

Match Requirements

Acceptable & Unacceptable Financial Match Sources

- Financial match must directly support and benefit the projects proposed in the grant.

Acceptable	Unacceptable
School district or charter school LCFF apportionments pursuant to EC Section 42238.02	California Career Technical Education Incentive Grant Program (CTEIG)
Strengthening Career and Technical Education for the 21 st Century Act (Perkins 5)	CTE Facilities Program Grant pursuant to EC Section 17078.72
Partnership Academies Program	Public School Facilities Bond (Prop 51)
Agriculture CTE Incentive Grant	Past K12 SWP award amounts
CAEP, as approved by the local board	The same local match that is being used for California CTEIG
Community College SWP that directly serves K-12 pupils (i.e., dual enrollment, early college credit)	The same local match that is being used for another concurrent K12 SWP grant/application
Business, industry, philanthropic sources that will directly support the program	In-Kind Match of any kind
Any other source, except those described as "Unacceptable"	

Application Details

Application Due Date

- **Friday, October 15, 2021, by 5:00pm Pacific Time**
 - The NOVA application system will close at that time and **NO** late submissions will be accepted.

Application Details

Application Review

- Each application will be read and scored by a minimum of three trained reviewers from the regional K12 Selection Committee formed by the Regional Consortium in the region in which the applicant is applying.
- Application reviews will occur from **October, 18, 2021 - November 19, 2021.**

Application Details

Administrative Indirect Cost Rate

- An LEA may take a maximum of 4% administrative indirect costs for the term of the grant.
 - This is the approved rate set by the Chancellor's Office.
 - Please visit the California Department of Education website for guidelines regarding direct and indirect costs.

Application Details

Incomplete and Late Applications

- The Chancellor's Office and K12 Selection Committees reserve the right to reject any and all applications received prior to scoring should the following occur:
 - The application is not received through the NOVA reporting system by **5:00pm on Friday, October 15, 2021.**
 - The budget exceeds the maximum amount allowed as specified in the RFA instructions.
 - The application does not meet the match requirement funding levels and/or indicates that the match comes from non-allowable sources.
 - The application is incomplete and/or missing any required documents.

Application Details

Performance Period

- **January 2022 to June 2024**
 - There will be **NO** extensions to the performance period.



RFA Clarification

- If any ambiguity, conflict, discrepancy, omission, or other error in this RFA is discovered, immediately notify the Chancellor's Office.
- Written questions concerning the specifications and instructions in this RFA must be submitted by email to K12SWP@cccco.edu no later than **Friday, September 17, 2021 at 5:00pm.**
 - Following this deadline, only technical questions will be answered.
 - FAQs will be updated on the K12 SWP web page by **Friday, October 1, 2021** and will include questions from today's Bidder's Conference and those that are submitted to K12SWP@cccco.edu before the **September 17, 2021** deadline.

Appeals Process

- Applicants who wish to appeal a grant award decision must submit a letter of appeal to the Regional Consortium for the region in which the application was submitted.
- The Regional Consortium must receive the letter of appeal, with a signature by the authorized person, no later than...

5:00pm on Friday, December 10, 2021

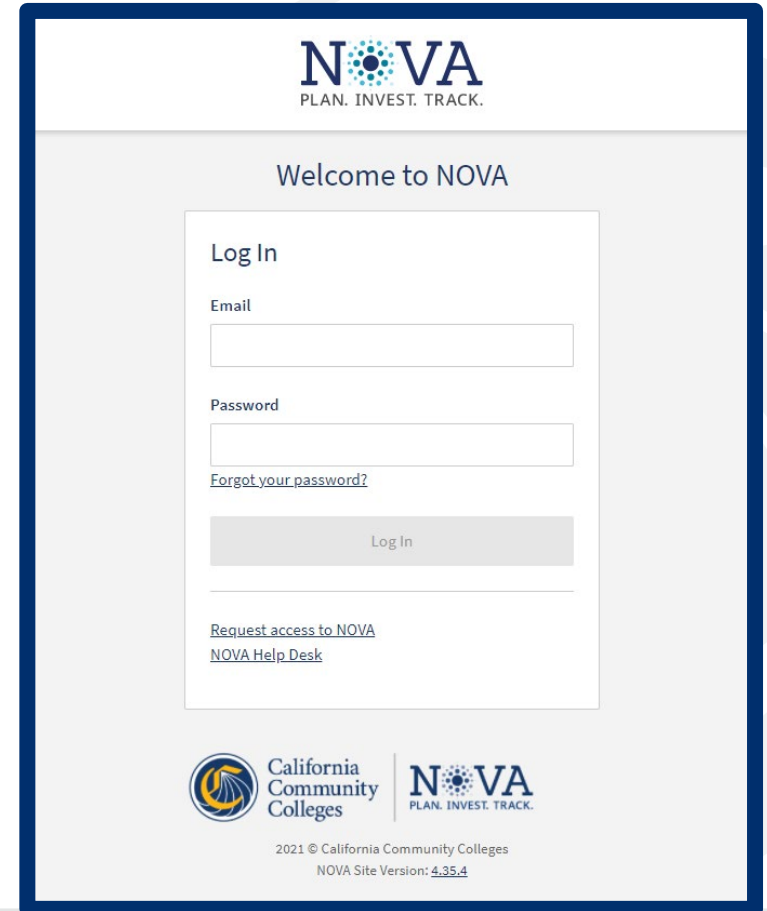
Instructions for Preparing

A. Creating/Accessing Your NOVA Account

- New Users – <https://goo.gl/t65j2x>
- Returning Users – <https://nova.cccco.edu>

B. NOVA Technical Assistance

- For questions related to the NOVA System, please contact k12swp@cccco.edu
- NOVA Platform Applicant Training Webinar to be posted on the Chancellor's Office website on:
Wednesday, September 1, 2021

A screenshot of the NOVA login page. At the top, the NOVA logo is displayed with the tagline "PLAN. INVEST. TRACK." Below the logo, the text "Welcome to NOVA" is centered. The main content area contains a "Log In" section with two input fields: "Email" and "Password". Below the password field is a link for "Forgot your password?". A "Log In" button is positioned below the links. At the bottom of the page, there are logos for "California Community Colleges" and "NOVA PLAN. INVEST. TRACK." along with the text "2021 © California Community Colleges" and "NOVA Site Version: 4.35.4".

NOVA
PLAN. INVEST. TRACK.

Welcome to NOVA

Log In

Email

Password

[Forgot your password?](#)

Log In

[Request access to NOVA](#)
[NOVA Help Desk](#)

California Community Colleges | NOVA
PLAN. INVEST. TRACK.

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NOVA Site Version: 4.35.4

Application Format & Instructions

- Only applications submitted via the NOVA system will be accepted.
- Applicants may be required to make adjustments in the budget, work plan, or other aspects of the application prior to distribution of funds.
 - Grant applications are scored based on a 100-point scale
 - A minimum average score of 75 must be obtained during the review process
 - **New K12 SWP applicants and applications proposing new CTE programs and/or pathways are eligible to receive up to 10 additional points**
 - **5 points for new CTE programs and/or pathways**
 - **5 points for new K12 SWP applicants**
 - **Please note that these 10 points are in addition to the 100 points**

Application Sections & Instructions

Application Section	Maximum Points
1. Pathway Identification	Not Scored/Required
2. Lead Local Education Agency (LEA)	Not Scored/Required
3. K-12 Partner Agencies (LEA)	Not Scored/Optional
4. Higher Education Partners	Not Scored/Required
5. Collaborative Partners	Not Scored/Optional
6. Problem Statement and Project Objectives	40 Points
7. Positive Considerations	20 Points
8. Industry Sectors and Pathways	Not Scored/Required
9. CTE Pathway/Program Work Plan	35 Points
10. Budget	15 Points
11. Assurances	Not Scored/Required
12. Supporting Documentation	Not Scored/Required

Pathway Identification

Maximum Points: Not Scored/Required

- Pathway/Project Title
- Project Start and End Dates for proposed work
- Prior K12 SWP Awards: If applicable, please indicate for which round your organization, as a Lead or a K-12 Partner Agency, was awarded K12 SWP funds:
 - Round 1: 2018-19
 - Round 2: 2019-20
 - Round 3: 2020-21
 - **Note: K12 SWP applicants who were awarded funds as a Lead or K-12 Partner Agency will be requested to include information on prior awards including a brief description of efforts K12 SWP awarded funds have supported to date.**
- CTEIG Award: Please indicate whether your organization was awarded funds in 2020-21 and whether your organization has applied for 2021-22 CTEIG funds.

Lead LEA

Maximum Points: Not Scored/Required

- Lead LEAs must do the following:
 - Agree to the Statements of Assurance.
 - **Ensure the Lead LEA and all K-12 Partner Agencies have an MOU with Cal-PASS Plus.**
 - **Ensure all required Progress, Fiscal, and Cal-PASS Plus reports are submitted on behalf of all K-12 Partner Agencies.**
 - Have an invoice process for all K-12 Partner Agencies.
 - Share K12 SWP relevant communications and information with all partners.
- **Any K12 SWP LEA not in compliance may be ineligible for future K12 SWP funding.**

K-12 Partner Agencies

Maximum Points: Not Scored/Optional

- If the ADA for a K-12 Partner Agency is included in the application, that K-12 Partner Agency must:
 - Receive K12 SWP awarded funds and
 - Submit all required K12 SWP Progress, Fiscal, and Cal-PASS Plus reports
- **Any K12 SWP LEA not in compliance may be ineligible for future K12 SWP funding.**

Higher Education Partner(s)

Maximum Points: Not Scored/Required

- Please note that the K12 SWP requires an intersegmental partnership between K-12 system and at least one California Community College/District.
- **(OPTIONAL)** Additional Higher Education Partners may include four-year colleges, including California State Universities, Universities of California, and private colleges.

Collaborative Partners

Maximum Points: Not Scored/Optional

- **Collaborative Partner(s) Types include:** Businesses, community organizations, industry organizations, philanthropic organizations, workforce development agencies, and government agencies, among others.
- **Collaborative Partner Roles include:** Fiscal/financial contribution, partnership and subject-matter expertise, curriculum development/alignment, work-based learning experiences for students, and externship experience for educators and administrators, among others.

Problem Statement

Maximum Points: 20 Points

- **Problem Statements should:**

- **Be informed by the region's SWP Regional Plan and/or region's Labor Market Information.**
- **Identify the sector/industry challenge(s) or need(s) the proposed K12 SWP plan(s) will address.**
- **Include sector/industry data that supports the identified challenges or need(s).**
- **Use data to identify equity gaps of how student subgroups (e.g., race, gender, socioeconomics) access, experience opportunities, and complete high school course work that are aligned to STEM and/or high-potential CTE programs at disproportionate rates.**

Project Objectives

Maximum Points: 20 Points

- Project Objectives should:
 - Align to the Problem Statement
 - Be informed by region's SWP Plan and/or region's Labor Market Information.
 - Identify efforts to align career pathway(s) and/or program(s) to postsecondary pathways.
 - Describe efforts to close equity gaps by improving access to and completion of high-skill/high-wage CTE opportunities for disproportionately impacted students.

Positive Considerations

Maximum Points: 20 Points

- Area of Substantial Unemployment
- Rural School Districts
- Dropout Rate
- Unduplicated Pupils
- Special Populations
- **New CTE Programs/Pathways**
- **New K12 SWP Applicant**

Positive Considerations	Round 3	Round 4
Area of Substantial Unemployment	1	2
Rural School Districts	2	2
Dropout Rate	2	2
Unduplicated Pupils	2	2
Special Populations	1	2
New CTE Programs/Pathways		+5
New K12 SWP Applicant		+5
Total	8	20

Industry Sectors & Pathways

Maximum Points: Not Scored/Required

- Select the appropriate Industry Sectors you plan to target.
- Select the proposed CTE Pathway/Program work.
 - At least one pathway must be selected
- Identify the design purpose of the proposed K12 SWP work and for each, list the number of Pathways/Programs involved.
 - Create a new pathway(s)
 - Scale an existing pathway(s)

CTE Pathway/Program Work Plan

Maximum Points: 35 Points

- Upload the 2021-22 High-Quality CTE Program Evaluation
- Identify K14 Pathway Quality Strategies
- Complete the CTE Pathway/Program Work Plan
 - The work plan for 21-22 is embedded into the NOVA Application
- Leveraging other CTE Funds to Support this Work

CTE Pathway/Program Work Plan Cont.

High-Quality CTE Program Evaluation

- A completed High-Quality CTE Program Evaluation must be included for each lead and partner.
- For each LEA – including Leads and Partners – please upload a copy of the High-Quality CTE Program Evaluation completed for your CTEIG application.
- All other applicants who have not applied for the 2021-22 CTEIG Grant, please complete the High-Quality CTE Program Evaluation for each LEA – Lead and Partners – and upload a completed copy.

Career Technical Education Incentive Grant
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Minimum Eligibility Standard 1.A. Offers high-quality CTE curriculum and instruction aligned to CTE Model Curriculum Standards.
Essential Element: High-Quality, Integrated Curriculum and Instruction.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • CTE curricula and instruction is not aligned to the CTE Model Curriculum Standards for each pathway offered. • Integration of CTE and academic standards is not demonstrated. • Books, supplies, materials, and equipment do not align to industry standards.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • CTE curricula and instruction is aligned to the CTE Model Curriculum Standards for some pathways offered. • Integration of CTE and academic standards is demonstrated in some pathways. • Books, supplies, materials, and equipment somewhat align to curriculum and industry standards. Significant updates needed.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • CTE curricula and instruction is aligned to the CTE Model Curriculum Standards for most pathways offered. • Integration of CTE and academic standards is demonstrated in most pathways. • Books, supplies, materials, and equipment mostly align to curriculum and industry standards. Some updates needed.
<p>Exemplary Practice (3 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • CTE curricula and instruction is fully aligned to the CTE Model Curriculum Standards for all pathways offered. • Integration of CTE and academic standards is clearly demonstrated in all pathways. • Books, supplies, materials, and equipment fully align to curriculum and industry standards.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • Alignment matrix of CTE curriculum syllabi and CTE Model Curriculum Standards. • Alignment matrix of CTE curriculum syllabi and academic standards. • Course outlines. Lesson plans.
<p>Evidence on File at LEA (max. 1100 characters)</p>	<ul style="list-style-type: none"> • Specify Industry Sectors and Pathways:
<p>LEA Comments (max. 1100 characters)</p>	<ul style="list-style-type: none"> • Specify upgrade requests:

CTE Pathway/Program Work Plan Cont.

K14 Pathway Quality Strategies

- Please identify which of the following four K14 Pathway Quality Strategies will be addressed by the proposed CTE Program/Pathway work:
 - Curriculum and Instruction
 - College and Career Exploration
 - Postsecondary Transition
 - Work-Based Learning
- It is acceptable for the proposed work to focus on only one Strategy. Your application will be scored on only the applicable Strategy(ies) selected.

The screenshot displays the 'K12 Strong Workforce Program 2021-22 Test Improvement' application form. The 'Work Plan' section is active, showing a sidebar with a progress indicator for various stages: Pathway Identification (Completed), Lead & Partner Agencies (Incomplete), Higher Ed. & Collaborative Partners (Completed), Problem Statement & Project Objectives (Completed), Industry Sectors & Pathways (Incomplete), Work Plan (Incomplete), and Budget & Match (Incomplete). The 'Work Plan' section contains the following text: 'K14 Pathway Quality Strategies. Select at least ONE of FOUR Strategies that the project will focus on using K12 SWP funds. Applications that focus on ONE or TWO Strategies are scored with equal consideration as applicants that focus on THREE or FOUR Strategies.' Below this, four strategies are listed with checkboxes: 'Curriculum and Instruction' (checked), 'College and Career Exploration' (unchecked), 'Postsecondary Transition and Completion' (unchecked), and 'Work-Based Learning' (unchecked). A 'Curriculum and Instruction' section follows, with a prompt: 'Description of work funded by K12 SWP * Provide an overview of the work related to Curriculum and Instruction and how the work will help reach your Program Objectives.' A text input field is provided for this description.

CTE Pathway/Program Work Plan Cont.

CTE Pathway/Program Work Plan

- Describe work to be funded by K12 SWP.
- List project activities and expected outcomes.
- Identify partner roles and responsibilities.
- **Identify number of students and/or teachers to be served and the way in which they will be served.**
- **Describe activities designed to improve access to and completion of high-skill/high-wage CTE opportunities for disproportionately impacted students.**

CTE Pathway/Program Work Plan Cont.

Leveraging other CTE Funds to Support this Work

- LCFF (general funds)
- Perkins V (Strengthening Career and Technical Education for the 21st Century Act)
- CTEIG (California Technical Education Incentive Grant)
- Agricultural Career Technical Education Incentive Grant
- CTEFP (Career Technical Education Facilities Program/Prop 51)
- CPA (California Partnership Academies grants)
- SSP (Specialized Secondary Programs grant)
- SWP (Strong Workforce Program)
- Others

Budget

Maximum Points: 15 Points

Each Lead LEA and K-12 Partner Agency must prepare a budget by object code, provide descriptions, and identify match funds. The budget plan should demonstrate measurable and actionable outcomes.

- Use the Budget and Match templates as planning tools.
- Include how the grant funds will be distributed to each Lead Agency and K-12 Partner Agency for each fiscal year the proposed work will span.

A. K12 SWP Requested Budget Funds by Participating LEA by Year

Expenditure Type	2021-22	2022-23	2023-24	Totals
	Jan-June 2022 (6 mos.)	July 2022-June 2023 (12 mos.)	July 2023-June 2024 (12 mos.)	TOTAL FUNDS REQUESTED
1000 – Certificated Salaries				
2000 – Classified Salaries				
3000 – Employee Benefits				
4000 – Books and Supplies				
5000 – Services and Other Operating Expenditures				
6000 – Capital Outlay				
7000 – Indirect Costs				
Total Budget Request				

C. K12 SWP Total Financial Match Funds Descriptions/Source

Please describe the financial match funds and identify the source by Object Codes (100 characters maximum for each object code description)

Expenditure Type	Financial Match	Description/Source of Financial Match Funds
1000 – Certificated Salaries		
2000 – Classified Salaries		
3000 – Employee Benefits		
4000 – Books and Supplies		
5000 – Services and Other Operating Expenditures		
6000 – Capital Outlay		
7000 – Indirect		
Total		

Assurances

Maximum Points: Not Scored/Required

- A duly authorized representative for the Lead LEA should review all assurances, certifications, and terms and conditions to be familiar with the grant expectations.
 - In compliance with K12 SWP legislation (Ed. Code, Section 88827-88828(c)(8)(C)):
 - All partners will report outcomes and financials in the NOVA and Cal-PASS Plus systems.
 - Aligned with your district(s)/partner district(s) 2021-22 LCP.
 - Informed by, aligned with, and expands upon your region's Regional Plan and planning efforts occurring through the Strong Workforce Program.
 - Informed by Labor Market Information and regional priorities.
 - Staffed by skilled teachers or faculty and provides professional development opportunities for those teachers or faculty members.

Assurances Continued

- Please use the Statement of Assurance template provided on the Chancellor’s Office website and add to the Lead LEAs letterhead.
- A signed agreement will be required for each Lead and Partner relationship.

[insert organization/partner name or letterhead]

Statement of Assurance

From: [insert Lead LEA name and name of accountable party for the entire project w/ contact info]

To: [insert Partner Agency name and name of accountable party for the Partner Agency w/ contact info]

RE: Statement of Assurance and Supporting Documentation

Assurances:

A duly authorized representative for the Lead LEA should review all assurances, certifications, and terms and conditions to be familiar with the grant expectations. Please upload the Assurance Agreement form into NOVA attesting that this Pathway/Program Work Plan is:

- In compliance with K12 SWP legislation (Education Code, Section 88827 – 88828(c)(8)(C)):
 - All partners will report outcomes and financials in the NOVA and Cal-PASS Plus Systems.
- Aligned with your district(s)/partner district(s) 2021-22 LCP.
- Informed by, aligned with, and expands upon your region’s Regional Plan and planning efforts occurring through the Strong Workforce Program.
- Informed by Labor Market Information and regional priorities.
- Staffed by skilled teachers or faculty and provides professional development opportunities for those teachers or faculty members.

Please attest to the assurances that the Lead LEA and Partners will:

- Report data that can be used by policymakers, LEAs, community college districts, and their regional partners to support and evaluate the program, including, to the extent possible, demographic data used to evaluate progress in closing equity gaps in program access and completion, and earnings of underserved demographic groups.

Signature

Date

Lead LEA
[Insert Name of District]

Signature

Date

Partner LEA
[Insert Name of District]

Supporting Documentation

Applicants must upload the following documents:

- Completed 2021-22 High-Quality CTE Program Evaluation for each applicable LEA participating in this work,
- **A signed agreement (Statement of Assurance) with each K-12 Partner Agency whose ADA is included on the application as the students served.**
- **MOUs with Cal-PASS Plus for the K12 SWP Lead LEA and all K-12 Partner Agencies or an action plan with expected timeline for securing MOUs.**

Do not upload any other types of documents, as they will not be reviewed or factored in the scoring process.

Downloadable Application Tools

- CTE Pathway/Program Work Plan Practice Template
- CTE Pathway/Program Problem Statement and Project Objectives EXAMPLE
- CTE Pathway/Program Budget and Match Template
- CTE Pathway/Program Budget and Match EXAMPLE
- CTE Pathway/Program Scoring Rubrics
- **Statement of Assurance (required)**
- High-Quality CTE Program Evaluation (required)

Frequently Asked Questions

How many applications can an LEA be listed as either a Lead or a K12 Partner Agency?

- LEAs are limited to submitting no more than three (3) K12 SWP applications as a Lead Agency or as a K-12 Partner Agency per funding cycle.

Frequently Asked Questions

Why are K12 SWP applicants required to complete and upload a High-Quality CTE Program Evaluation?

- The High-Quality CTE Program Evaluation is a self-assessment tool to help inform planning. By completing the Program Evaluation, an LEA can identify strengths and areas of improvement in its CTE programs and develop plans using the K12 SWP Work Plan accordingly.

Frequently Asked Questions

Who is responsible for reporting into Cal-PASS Plus?

- If your LEA was awarded K12 SWP funds, you are required to submit quarterly expenditure reports into the NOVA system.
 - Note: It is the responsibility of the lead LEA to ensure that all partners on the project submit quarterly expenditure reports either on their own or to the lead LEA to submit on their behalf.

Frequently Asked Questions

Do all courses described in an application need to be taught by a CTE credentialed teacher?

- Yes. All K12 SWP funds that support these courses are required to be instructed by CTE credentialed teachers.

Frequently Asked Questions

What support is available to applicants and grantees?

- K12 Pathway Coordinators (K12 PCs)
 - 72 PCs (1 for each of the 72 California Community College Districts)
- K14 Technical Assistance Providers (K14 TAPs)
 - 9 K14 TAPs (1 for each region plus 1 additionally funded position by the Bay Area Region)
- The role of these professionals is to support outreach, share critical labor market information, and provide regional leadership in the development, administration, and organization of Pathway development and improvement efforts. Collectively, their role is to support, link, and align program development efforts funded by CTEIG, Community College Strong Workforce, and K12 SWP.
- There are a number of training materials available on the K12 SWP web page as well.

Frequently Asked Questions

Is it possible to use K12 SWP funding on non-CTE pathways with the hope of converting them into pathways through teacher professional development and purchase of equipment toward CTE instruction?

- No. K12 SWP funds are designated for CTE pathways only.

Frequently Asked Questions

If an LEA serves grades 6-8, but the K12 SWP funding can only be used for grades 7-12, is the LEA still able to apply for K12 SWP funds?

- Yes, but the LEA needs to ensure that the funds are targeted and tracked for grades 7-8 only.

Thank You For Attending!

If you have any other questions that were not addressed in today's presentation, please contact:

- K12SWP@cccoco.edu
- K12 Pathway Coordinator for your College District
- K14 Technical Assistance Provider for your Region