



California Community Colleges



**Bidder's Conference**  
**K12 Strong Workforce Program**  
**Funding Opportunity –**  
**Request for Application**

**August 26, 2026**

# K12 SWP Team

## **Dr. Paige Mustain**

Dean for K12 Strong Workforce Program,  
Chancellor's Office (CCCCO)

## **Javier Cazares**

Specialist, K12 Strong Workforce Program, CCCCCO

## **Steve Nguyen**

Analyst, K12 Strong Workforce Program, CCCCCO



## Objectives & Housekeeping Items

- Walk through of the K12 SWP Request for Application (RFA) for Round 9
  - **Application Due Date: Friday, October 2, 2026 at 5:00 p.m. PDT (submitted in NOVA).**
  - Only applications submitted via the NOVA system will be accepted.
- Performance Period: January 1, 2027 to June 30, 2029
  - There will be NO extensions to the performance period.
- RFA Questions Deadline: Questions about the Request for Application must be submitted to [K12SWP@CCCCO.edu](mailto:K12SWP@CCCCO.edu) by 5:00 p.m. PDT on Friday, September 11, 2026.
- Awarded applicants must have a Data Sharing MOU on file with the Chancellor's Office by November 20, 2026; failure to meet the November 20, 2026 deadline will result in award termination.
- Presentation, recording, and FAQs will be posted on the K12 SWP RFA website as soon as they are available.

# K12 SWP 2026-27 Timeline

| DATE               | EVENT                                                                                   |
|--------------------|-----------------------------------------------------------------------------------------|
| August 28, 2026    | K12 SWP Application Released                                                            |
| TBD                | NOVA Application Opens/NOVA Platform training posted to Chancellor's Office Website     |
| August 26, 2026    | Live Bidder's Conference                                                                |
| September 11, 2026 | Questions Submission deadline to <a href="mailto:K12SWP@CCCCO.edu">K12SWP@CCCCO.edu</a> |
| September 25, 2026 | Regional Engagement Information Sessions conclude                                       |
| October 2, 2026    | K12 SWP Applications due in NOVA system                                                 |
| November 20, 2026  | Data Sharing MOU due for awarded applicants (required to maintain award)                |
| November 20, 2026  | K12 Selection Committees review period concludes                                        |
| November 20, 2026  | K12 SWP preliminary awards announced by Regional Consortia                              |
| December 4, 2026   | Round 9 Appeals due to SWP Regional Consortia                                           |
| December 18, 2026  | SWP Regional Consortia release Intent to Award to LEAs                                  |
| January 2027       | Regional Consortia initiate subcontract process                                         |
| January 1, 2027    | K12 SWP project term begins                                                             |
| June 30, 2029      | K12 SWP project term ends                                                               |

# Funding

## Statewide Funding Allocations to the Regions

- **Weighted Factors**

- Unemployment Rate
- Region's Total Average Daily Attendance (ADA) for pupils in grades 7-12
- Proportion to projected regional job openings

- **Round 9 regional allocations are determined using the statutory funding formula and FY 2025-26 statewide data.**

| Regional Consortium        | K12 SWP Allocation   |
|----------------------------|----------------------|
| Bay Area                   | \$27,440,790         |
| Central Valley/Mother Lode | \$22,400,569         |
| Inland Empire/Desert       | \$20,909,377         |
| Los Angeles                | \$22,753,104         |
| North Far North            | \$21,290,984         |
| Orange County              | \$11,488,850         |
| San Diego/Imperial         | \$13,404,697         |
| South Central Coast        | \$10,311,629         |
| <b>TOTAL</b>               | <b>\$150,000,000</b> |

# Awarded Funding Levels for LEAs

Maximum funding levels are determined by the combined ADA of all participating LEAs included in the application.

| 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              |

Funding levels represent the maximum amount an application may request. Award amounts may be lower based on Selection Committee review and regional funding availability.

Any K-12 Partner Agency whose ADA is included in the funding calculation must receive funds or services and participate in required reporting.

# 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)
- **Note:** An LEA may participate in no more than three K12 SWP applications total as either a Lead Agency or K–12 Partner Agency per funding cycle.

# 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) must engage in regional efforts to align workforce, employment, and education services.
- 4) Each LEA (Lead and all K-12 Partners) must report data that can be used by policymakers, LEAs, community college districts, and their regional partners to support and evaluate the program.
  - 1) Each LEA (Lead and all K-12 Partners) must report required data through the Chancellor's Office reporting systems and maintain compliance with K12 SWP reporting requirements.

# 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 5, 2026 - November 20, 2026.**
- Each application is reviewed by a minimum of three trained reviewers.

# Application Details

## Incomplete and Late Applications

- The Chancellor's Office and K12 Selection Committees reserve the right to reject applications prior to scoring if any of the following conditions occur:
  - The application is not submitted in NOVA by 5:00 p.m. on Friday, October 2, 2026.
  - The proposed budget exceeds the maximum allowable amount outlined in the RFA instructions.
  - The application does not meet the required match funding levels or identifies non-allowable match sources.
  - The application is incomplete or missing required documents.

# RFA Questions and Clarifications

- If any ambiguity, conflict, discrepancy, omission, or other error in the RFA is identified, please notify the Chancellor's Office and request clarification.
- Written questions concerning the specifications and instructions in this RFA must be submitted by email to [K12SWP@CCCCO.edu](mailto:K12SWP@CCCCO.edu) no later than **Friday, September 11th at 5:00pm.**
  - Following this deadline, only technical questions will be answered.
    - FAQs will be updated on the [K12 SWP webpage](#) in the following weeks and will include questions submitted to [K12SWP@CCCCO.edu](mailto:K12SWP@CCCCO.edu)

# 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 4, 2026**

- Appeals are limited to questions regarding whether the review process was followed and may not include new information.

# 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 |
| 6A. Positive Considerations                     | 13 Points           |
| 6B. Positive Considerations - Additional points | 3 Points            |
| 7. Problem Statement and Project Objectives     | 40 Points           |
| 8. Industry Sectors and Pathways                | Not Scored/Required |
| 9. Project Work Plan                            | 45 points           |
| 10. Budget & Match                              | 15 points           |
| 11. Assurances                                  | Not Scored/Required |
| 12. Supporting Documentation                    | Not Scored/Required |



# Application Format & Instructions

Applicants selected for funding 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 116-point scale
- A minimum average score of 75 must be obtained during the review process

Positive Considerations – Additional Points (6a)

*Please note that these 3 points are in addition to the 113 points*

- **1 point** for creating new CTE programs and/or pathways aligned with Vision 2030, in the field of STEM, Health, Education, Early Education, and/or Climate Sustainability.
- **1 point** for new K12 SWP applicants having never received K12 funds or services
- **1 point** for focus on early college credit, youth apprenticeship/pre-apprenticeship, and/or Artificial Intelligence (AI) Literacy

# Pathway Identification

**Maximum Points: Not Scored/Required**

## **Pathway Identification (Maximum Points: Not Scored/Required)**

- Project Title
- CTEIG Award: Please indicate whether your organization was awarded CTEIG funds in FY25-26.

# Lead LEA

**Maximum Points: Not Scored/Required**

## **Lead Local Education Agency (LEA) (Maximum Points: Not Scored/ Required)**

- Select the Agency Type from the drop-down list  
The Lead Agency/fiscal agent on the application must be one of the following eligible LEAs: school district, county office of education, direct-funded charter school, or ROC/P operated by a joint powers' authority or county office of education. If applying as an ROC/P based at a county office of education, be sure to select the appropriate ROC/P option.
- Select the LEA that will serve as the Lead Agency for this proposed grant project  
If the agency cannot be found or if the information is inaccurate, please contact the K12 SWP help desk by clicking the link in the instructions. (Address and ADA for Lead LEA are auto-populated by NOVA.)
- Lead LEA Primary Contact:  
Please identify the individual who will serve as Primary Contact for this proposed grant project. Include name, phone, and email. If applicable, include Lead LEA Reporting Designee.
- Project Lead Alternate:  
Please identify the individual who will serve as the alternate lead contact for this proposed grant project. Include name, phone, and email.

**Any K12 SWP LEA not in compliance may be ineligible for future K12 SWP funding.**

# Lead LEA – Permissions in NOVA

- **Project Lead:** Please designate one individual to be the first point of contact for the entire project. The Project Lead is the accountable party for the project.
  - Permissions include:
    - submitting and editing the project application
    - submitting and editing project plan budgets and contacts
    - submitting and editing progress and expenditure reports
- **Project Lead Alternate(s):** Multiple individuals can be assigned to this role. The Alternate(s) will not be the first point of contact and will not have the same permissions as the Project Lead. Communication through the NOVA system will only be received by the Project Lead.
  - Permissions include:
    - editing the project application
- **Project Contributor & Reporter:** Multiple individuals can be assigned to this role. The Project Contributor & Reporter can contribute to the application **but cannot submit**. This is the role that should be provided to anybody that is not a lead but is a delegate of the lead.
  - Permissions are limited to:
    - submitting and editing expenditure reports
- **Project Viewer:** Multiple individuals can be assigned to this role. The role of Project Viewer is for information purposes only. Permissions are limited to view only.

# Lead Responsibilities

- Agree to the Statements of Assurance
- Ensure all required Progress and Fiscal reports are submitted on behalf of all K–12 Partner Agencies
- Have an invoice process for all K–12 Partner Agencies (sub-grantees), and
- Share K12 SWP-relevant communications and information with all partners.

**Any LEA not in compliance may be ineligible for future K12 SWP funding.**

# K-12 Partner Agencies

## Maximum Points: Not Scored

- **K-12 Partner Agency Type:** Select from the drop-down list.
- **K-12 Partner Agency:** Select the K-12 Partner Agency for this proposed grant project.
  - 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 or services, and
    - Submit required K12 SWP Progress, Fiscal, and data reports.
- **K-12 Partner Agency Primary Contact:**  
Please identify the individual who will serve as Primary Contact. Include name, phone, and email. (Contact information must be provided for each K-12 Partner Agency.)
- **K-12 Participating Schools:**  
Enter each of the partner LEA's K-12 schools that are participating in the proposed grant project.

*Note: The Chancellor's Office will verify required data reporting compliance. Course data will be submitted through the DataVista Data Exchange platform. Additional training and technical assistance will be provided.*

**Any K12 SWP LEA not in compliance may be ineligible for future K12 SWP funding.**

# Higher Education Partner(s)

**Maximum Points: Not Scored/Required**

Applicants should be prepared to describe how the partnership contributes to pathway alignment, student transitions, and postsecondary outcomes throughout the application.

For each Higher Education Partner select

- **CA Community College or District Partner**

K12 SWP requires a purposeful intersegmental partnership between the K-12 system and at least one California community college or community college district to support K-14 pathway alignment and student transitions

- **CA Community College Primary Contact:**

Please identify the individual who will serve as Primary Contact for this college's participation in the proposed grant project. Include name, phone, and email.  
(Contact information must be provided for each Partner.)

(OPTIONAL) Additional Higher Education Partner(s): If applicable, select additional higher education partners participating in the proposed grant project. 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

For each Collaborative Partner provide:

- Collaborative Partner:  
List the Collaborative Partner name and identify partner type and their proposed role for this proposed grant project. Include name, phone, and email. (Contact information must be provided for each Partner.)
  - Collaborative Partner(s) Types include:  
Businesses, community organizations, industry organizations, philanthropic organizations, workforce development agencies, and government agencies, K12 agencies not receiving funds or services, 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.

# Positive Considerations

## Maximum Points: 13 Points

- When determining grant recipients, the K12 Selection Committee shall give positive consideration and the greatest weight to the following applicant characteristics:
  1. Serve Unduplicated Pupils
    - a) English learners, students eligible for free/reduced-price meals, and foster youth.
  2. Demonstrate Workforce Alignment
    - a) Strong connection to identified regional workforce and economic needs.
  3. Serve High Dropout-Rate Student Groups
    - a) Student subgroups with dropout rates higher than the statewide average.
  4. Address High Unemployment Areas
    - a) Projects located in regions with higher unemployment rates.
  5. Serve Equity Multiplier LEAs
    - a) Students enrolled in LEAs receiving LCFF Equity Multiplier funding.

# Positive Considerations

The K–12 Selection Committee shall also give positive consideration to programs to the extent they do any of the following:

## 6. Leverage Existing Resources and Partnerships:

- Perkins V
- California Partnership Academies
- Agricultural Career Technical Education Incentive Program
- Industry, labor, or philanthropic support

## 7. Invest in CTE Infrastructure

- Equipment
- Technology
- Laboratories
- Facilities

## 8. Does the program operate within rural school districts?

# Positive Considerations

In addition, positive consideration may be given to a proposed project that:

9. Creates one or more new high school CTE pathways aligned with Vision 2030: STEM, Health, Education & Early Childhood, and/or Climate Sustainability.
10. Includes first-time K12 SWP applicants who have never received K12 SWP funds or services as either a Lead or K–12 Partner Agency in any prior round of K12 SWP funding.
11. Focus on early college credit, youth apprenticeship/pre-apprenticeship, and/or Artificial Intelligence (AI) Literacy.

# Positive Considerations

## Positive Considerations Scoring

Maximum Points: 13 Points

Pursuant to Education Code Section 88830, the K12 Selection Committee shall give the greatest weight to:

- Serve Unduplicated Pupils (2 points)
- Align with Regional Workforce Needs (2 points)
- Serve High Dropout-Rate Student Groups (2 points)
- Address High Unemployment Areas (2 points)
- Serve Equity Multiplier LEAs (2 points)

## Additional Positive Considerations

- Leverage Existing Resources and Partnerships (1 point)
- Invest in CTE Infrastructure, Equipment, Technology, or Facilities (1 point)
- Operate Within Rural School Districts (1 point)

## Additional Statewide Priorities (3 Points)

- New Vision 2030 Pathway (1 point)
- First-Time K12 SWP Applicant (1 point)
- Early College Credit, Apprenticeship, Pre-Apprenticeship, or AI Literacy (1 point)

# Problem Statement

**Maximum Points: 20 Points**

## **Problem Statement should:**

1. Explain the regional problem this grant project is trying to solve. Illustrate the problem using the region's Strong Workforce Program Regional Plan and Centers of Excellence Labor Market Information. Utilize and include information about the wage rate and demand for skilled workers in the industries/sectors the grant project includes. (2500 characters maximum)
2. Identify the applicant LEA's challenges the proposed project will address and how they align with the Strong Workforce Program Regional Plan and Labor Market information provided by the COE. (2500 characters maximum)
3. Identify the need or opportunity to improve alignment with community college partner(s), including gaps related to curriculum alignment, early college credit, outreach, student supports, and transitions to postsecondary education and training. (2500 characters maximum)
4. Provide data identifying equity gaps in access, participation, and completion for unduplicated pupils. Additional equity gap data related to race, gender, and/or Special Populations may also be included. (2500 characters maximum)

# Project Objectives

## Maximum Points: 20 Points

### Project Objectives should:

1. Demonstrate how the proposed pathway responds to regional labor market demand and supports student access to high-wage, high-demand careers.
2. Address the needs, opportunities, and challenges identified by the participating LEAs.
3. Strengthen alignment with community college partners through curriculum alignment, early college credit, student supports, outreach, and postsecondary transitions.
4. Close equity gaps by improving access, participation, and completion for unduplicated pupils and other identified student populations.

# Industry Sectors & Pathways

## Maximum Points: Not Scored/Required

- Projects should demonstrate how K12 SWP funds will create, expand, strengthen, or improve pathway opportunities rather than simply maintain existing activities.
- **Select the appropriate Industry Sectors you plan to target.** The California Department of Education Industry Sectors are cross walked with the California Community Colleges. When you select the appropriate CDE sector(s), the associated sector(s) will automatically populate.
- **Select the pathway(s)** to be included in the grant project. At least one pathway must be selected.
- **Identify the design purpose for each pathway included in the project.**
  - Create a new High School Pathway(s)
  - Expand and/or Scale existing High School Pathway(s)
  - Implement work across Industry Sectors (i.e. WBL across sectors, career exploration across sectors, student supports across sectors)
  - Middle School Career Exploration

**It is acceptable for a project's scope of work to focus on only one design purpose.**

# Project Work Plan

## Maximum Points: 45 Points

### (a) K14 Pathway Quality Strategies

Please identify which of the following four K14 Pathway Quality Strategies (Strategies) will be addressed by the proposed grant project work.

- ☐ Curriculum and Instruction
- ☐ College and Career Exploration
- ☐ Postsecondary Transition
- ☐ Work-Based Learning

Applicants are encouraged to select only the strategy or strategies that align with the proposed scope of work. Applications should prioritize depth, coherence, and alignment rather than the number of strategies selected.

### Important Reminder:

- Proposed grant projects that include middle school must select Curriculum & Instruction and/or College & Career Exploration.

# Project Work Plan Cont.

## (b) Project Work Plan

Describe the activities, strategies, and measurable outcomes that will address the identified need and achieve the Project Objectives.

- For each K14 Pathway Quality Strategy identified describe the work and expected measurable outcomes.
- Items 1 and 2 will be answered for *each* strategy selected:

### 1. Project Activities

- Describe the activities that K12 SWP funds will support.
- Explain how the activities align with the Problem Statement, Project Objectives, and budget

### 2. Measurable Outcomes

- Describe the expected outcomes of the proposed activities.
- Explain what changes or improvements will result from the project

# NOVA Work Plan Section: Activities and Measurable Outcomes

K12 Strong Workforce Program 2024-25  
Applications

Betsy Yee

New Project

DRAFT

Started by Betsy Yee on Aug 15, 2024, 04:22 PM PDT

Next

Workflow

Pathway

Identification

Incomplete

Lead & Partner

Agencies

Incomplete

Positive

Considerations

Incomplete

Higher Ed. & Collaborative Partners

Partners

Incomplete

Problem Statement & Project Objectives

Objectives

Incomplete

Industry Sectors & Pathways

Pathways

Incomplete

Work Plan

Incomplete

Budget & Match

Match

Incomplete

Supporting Documents

Documents

Incomplete

Preview & Submit

Submit

Work Plan

5 errors | Show

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.

☒ Curriculum and Instruction

☐ College and Career Exploration

☐ Postsecondary Transition and Completion

☐ Work-Based Learning

Curriculum and Instruction

Describe work and project activities to be funded by K12 SWP \*

Provide a thorough and coherent approach that illustrates how the work related to Curriculum and Instruction will align with the Problem Statement and achieve the state Project Objectives.

Characters : 0/2500

Describe and provide a list of expected, measurable outcomes \*

Identify the changes and improvements that will occur because of the work and activities in this strategy. Refer to the RFA for more details.

Characters : 0/2500

# Project Work Plan Cont.

The following responses are completed once for the overall project, regardless of the number of K14 Pathway Quality Strategies selected.

## **3. Identify and describe partner roles and responsibilities.**

Include description of what each K12 partner, community college, and/or employer partners, etc. will contribute to the project. Internal LEA staff (data technicians, counselors, teachers, etc.) are not considered “partners” for the purposes of this application.

## **4. Identify the total number of students (unduplicated headcount) and/or teachers to be served by this project, including how many to be served by each selected strategy.**

## **5. Describe the student support services designed to improve access to and completion of high-skill/high-wage CTE opportunities for disproportionately impacted students.**

Include services that are designed to intentionally improve outreach and increase targeted academic supports, such as tutoring, mentoring by professionals, and work-based learning.

## **6. Describe how the project will be sustained beyond the grant period.**

# Project Work Plan Cont.

## Leveraging Existing CTE Investments

Identify the additional funding sources that will support this work. Check all that apply.

- LCFF (Local Control Funding Formula) (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)
- Community College SWP (Strong Workforce Program)
- Golden State Pathways Program (GSPP)
- Other:

# Budget & Match

Maximum Points: 15 Points

## Budget

- Prepare a budget by object code for the Lead LEA and each K-12 Partner Agency.
- Describe planned expenditures and matching funds.
- Ensure budget narratives align with the Work Plan.
- Use the Budget Template to plan and enter information into NOVA.

| Expenditure Type                                                              | 2025-26               | 2026-27                      | 2027-28                       | Totals                |
|-------------------------------------------------------------------------------|-----------------------|------------------------------|-------------------------------|-----------------------|
|                                                                               | Jan-June 2026(6 mos.) | July 2025-June 2027(12 mos.) | July 2027-June 2028 (12 mos.) | TOTAL FUNDS REQUESTED |
| 1000 – Certificated Salaries (Certificated CTE teacher or counselor salaries) |                       |                              |                               |                       |
| 2000 – Classified Salaries (Classified salaries associated with CTE programs) |                       |                              |                               |                       |
| 3000 – Employee Benefits (benefits associated with included salaries)         |                       |                              |                               |                       |
| 4000 – Books and Supplies                                                     |                       |                              |                               |                       |
| 5000 – Services and Other Operating Expenditures                              |                       |                              |                               |                       |
| 6000 – Capital Outlay (Equipment purchases over \$5,000)                      |                       |                              |                               |                       |
| 7000 – Indirect Costs (up to 4% of total expenditures)                        |                       |                              |                               |                       |
| Total Budget Request                                                          |                       |                              |                               |                       |

| 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                                            |                 |                                             |

# Budget & Match

## Maximum Points: 15 Points

(b) Include how grant funds will be distributed across the project period for the Lead LEA and each K-12 Partner Agency. The template allows for expenditures in object codes 1000–7000, as follows:

- 1000 – Certificated Salaries: Certificated CTE teacher salaries
- 2000 – Classified Salaries: Classified salaries associated with CTE programs
- 3000 – Employee Benefits: Benefits associated with included salaries
- 4000 – Books and Supplies
- 5000 – Services and Other Operating Expenditures
- 6000 – Capital Outlay: Equipment purchases over \$5,000
- 7000 – Indirect Costs at a rate of 4%

**Only those expenses related to the CTE courses, pathways, and programs included in this project should be included in the project budget.**

Requested amounts represent the maximum funding sought and do not guarantee the final award amount.

# 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.
  - Indirect Costs = 4% of the Grant Operating Budget
    - $(\text{Grant Amount} \div 1.04 = \text{Grant Operating Budget})$

# Match Requirements

## Proportional Dollar Match

- All K12 SWP awards require a financial match as follows:
  - For Regional Occupational Centers and Programs (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

- All matching funds must directly support and benefit the proposed project.

| Acceptable                                                                                                                | Unacceptable                                                                             |
|---------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| School district or charter school Local Control Funding Formula (LCFF) apportionments pursuant to EC Section 42238.02     | California Career Technical Education Incentive Grant Program (CTEIG)                    |
| Strengthening Career and Technical Education for the 21 <sup>st</sup> 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                                                               |
| California Adult Education Program (CAEP), as approved by the local board                                                 | The same local match that is being used for California CTEIG                             |
| Community College Strong Workforce Program 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                                                                |

# Assurances

## Maximum Points: Not Scored/Required

- The Lead LEA must review and certify all applicable assurances, certifications, terms, and conditions.
  - In compliance with K12 SWP legislation (Ed. Code, Section 88827-88828(c)(8)(C)):
    - All partners will report outcomes and financials in the NOVA System
  - Aligned with your district(s)/partner district(s) 2025-26 [Local Control and Accountability Plan \(LCAP\)](#).
  - 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, Vision 2030, and regional priorities.
  - Staffed by skilled teachers or faculty and provides professional development opportunities for those teachers or faculty members.

# Supporting Documentation

Applicants must upload the following documents:

- A signed agreement (Statement of Assurance) from the Lead LEA
- A signed agreement (Statement of Assurance) with each K-12 Partner Agency whose ADA is included on the application as the students served.
- Community College Letter of Commitment
- Data Sharing MOU with the Chancellor's Office OR an action plan with timeline for securing the MOU

Notes: The Lead LEA is the designee who uploads the signed agreement(s) to the application in NOVA.

Failure to submit the required Data Sharing MOU by November 20, 2026, will result in award termination.

If an approved Data Sharing MOU is already on file with the Chancellor's Office, a new MOU is not required.

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

# Downloadable Application Tools

## Tools Available on the [Chancellor's Office K12 SWP RFA website](#):

- Project Workplan Template
- Problem Statement and Project Objectives Examples
- Proposed Project Budget and Match Template
- Proposed Project Budget and Match Example
- Scoring Rubrics for K12 SWP Round 9 Application 2026
- Community College Partnership Letter of Commitment Template (*required*)
- Lead LEA Statement of Assurance (*required*)
- Statement of Assurance (K12 Partner Agency) (*required*)
- Data Sharing MOU (*required, if applicable*)
- Data Sharing MOU instructions

RFA-related questions should be emailed to [K12SWP@CCCCCO.edu](mailto:K12SWP@CCCCCO.edu) by September 11, 2026, at 5:00 p.m. PDT.

A Q&A will be posted on the K12 SWP RFA website following the deadline.





# California Community Colleges

## Thank you!

[www.cccco.edu](http://www.cccco.edu)