

Career Readiness Mini-Grants

Pennsylvania Association of Intermediate Units

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TEAM
PENNSYLVANIA



Agenda

- '17-'18 Career Readiness Mini-Grant Recipients info & updates
- '18-'19 Career Readiness Mini-Grants – *What's New*
- Key Dates

Goals & Potential Impact

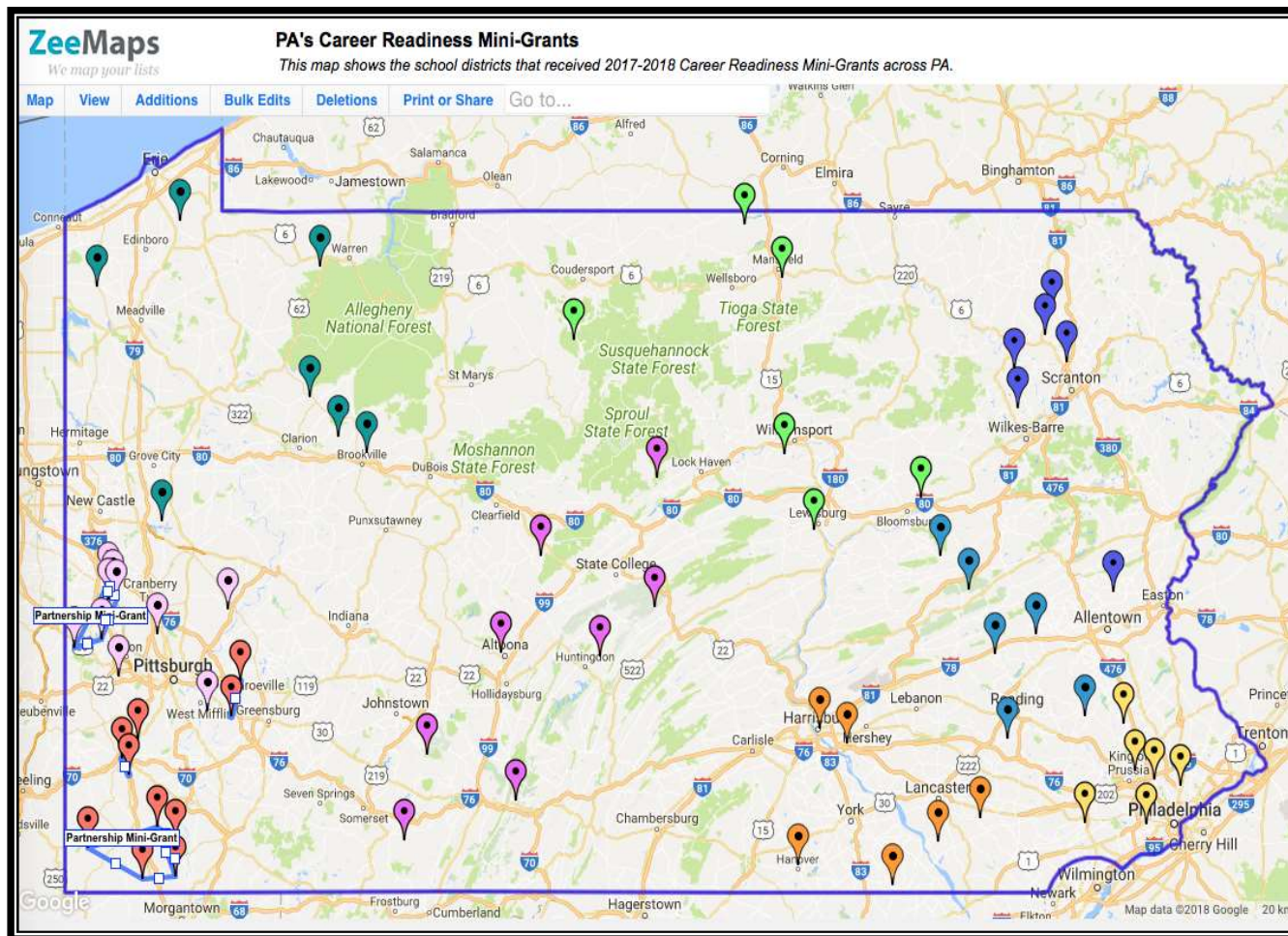
- Improve alignment between K-12 and the workforce development system at a micro-level
- Scale, share, and replicate best practices in career readiness across Pennsylvania
- Increase the use of labor market information in career readiness activities at the district level
- Expand and encourage partnerships between districts and Local Workforce Development Boards (LWDBs)

'17-'18 Career Readiness Mini-Grants

'17-'18 Career Readiness Mini-Grants

- Team Pennsylvania Foundation (Team PA) received funding for the Career Readiness Mini-Grants project from the PA Department of Labor & Industry (L&I)
- \$30,000/region
- 65 LEAs participated, with <\$5,000 per LEA or \$10,000 for partnership LEAs
- Team PA was the fiscal agent, and PAIU coordinated the process with IUs and LEAs

'17-'18 Career Readiness Mini-Grants



*Interactive Map of
the Pennsylvania
Career Readiness
Mini-Grants:
<http://j.mp/2jsUuc5>*

'17-'18 Career Readiness Mini-Grants: Key Takeaways

- Most common projects involved visits to job sites, online curriculum (i.e. Naviance), and guest speakers
- Approximately 46,000 students participated in a Career Readiness Mini-Grant project in '17-'18
- Most common use of funds was transportation, followed by software fees and staff time

‘17-‘18 Career Readiness Mini-Grants: Key Takeaways

- Over one-third of school districts cited a need for a digital solution for career portfolios and/or a tracking system for career readiness artifacts at the student level.
- Time/scheduling, transportation, staff availability, training, and funding were cited as the barriers to implementing career readiness programming.

'18-'19 Career Readiness Mini-Grants

Background

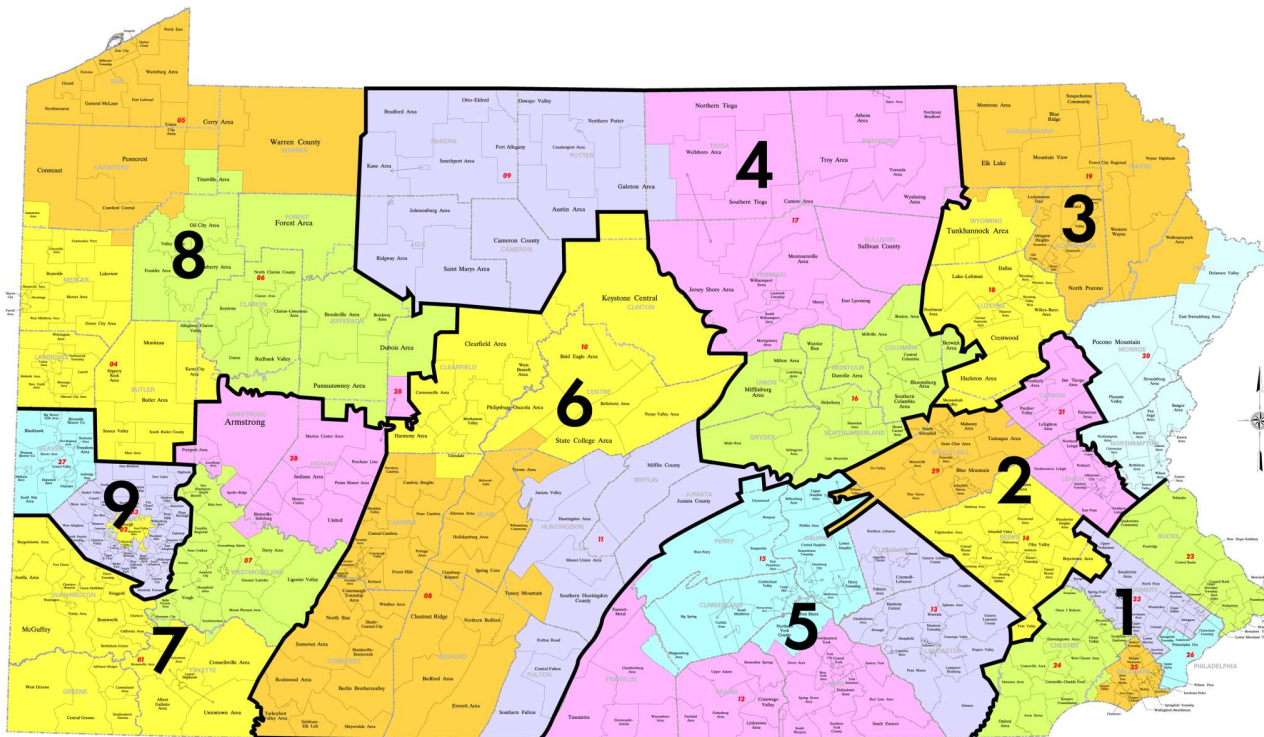
- Team Pennsylvania Foundation (Team PA) again received funding for the Career Readiness Mini-Grants project from the PA Department of Labor & Industry (L&I)
- NEW INFO: Award was for \$20,000/region*
- Team PA will be the fiscal agent
- PAIU will coordinate the process with IUs and LEAs

**Details in later slide*

Basic Information

- Eligibility: School Districts (publics and charters) can apply for mini-grants to support career readiness activities for the 2018-19 school year.
 - Projects can be at the school or district level, but all school-level projects must have district-level approval
 - School districts can submit more than one proposal
 - CTCs are not eligible applicants but can serve as partners in the grant
- Mini-grant award amount: ***Up to \$5,000/project***

How will this process work?



- IUs will work in regions
- IUs will review and score applications within their region
- **AT LEAST** \$20,000 per region to distribute in each region

Funding

- To supplement reduced public funds, Team PA is taking the lead on raising private funds
- Possibility for 2 Rounds of Funding – *more info to follow mid-summer with regards to the total number of awards available*

How will this process work?

- Application Opens Monday, June 4th
- Attend Zoom Info Session on Wednesday, June 13th at 9:00 a.m. (or watch recording)
- Enter basic information via a Google Form
 - Upload application via the Google Form (PDF or Word)
- Applications Due Monday, June 25th
- Receive notification of awards starting July 18th
- *Funds may not arrive until late in 2018*

How will this process work?

- Application itself does not require a particular form or format.
- Responses automatically emailed to you upon submission.

Application Document Upload Instructions:

- Save each file with the following format:
IUNumber_SchoolDistrictName_FileName
(i.e. 12_ConeyIslandSchoolDistrict_CareerDaysBudget.pdf).
- Only PDF, Document, and Spreadsheet files will be accepted.
- Application must not exceed 10 pages in total, including budget and budget narrative.
- Up to 5 documents can be selected to upload if necessary.

Application & Evaluation Criteria

- **Project Approach: (35 Points)**
 - General, project goals & objectives (5 Points)
 - Career & Education Work Standards (10 Points)
 - Relevance to Local Labor Market (10 Points)
 - Partnership & Collaboration (10 Points)
- **Implementation: (20 Points)**
- **Innovation: (10 Points)**
- **Potential Impact: (10 Points)**
- **Sustainability: (10 Points)**
- **Budget & Budget Narrative: (15 Points)**

Application & Evaluation Criteria

- **1) Project Approach: (35 Points)**
 - Provide a general description of your project, including the project goals and objectives. (5 Points)
 - Integration of Career & Education Work Standards (10 Points)
 - 1) Describe how the mini-grant will go towards supporting the implementation of career readiness activities in your school/district.
 - 2) Identify the Pennsylvania Career Education and Work Standards addressed through this project.

Application & Evaluation Criteria

- **1) Project Approach: (35 Points)**

Relevance to Local Labor Market (10 Points)

- a) Indicate how local labor market information helped shape your project.
- b) Indicate how the project is intended to address one or more identified regional needs.

Ground Projects in Labor Needs

- School districts must demonstrate a need for their career readiness project through **labor market information (LMI)**
- LWDBs will be an important resource in grounding work in regional labor needs (*More on that in later slides!*)
- Other resources available on the Mini-Grants Website and the Pennsylvania Department of Labor & Industry's website

Resources to Understand Labor Needs

- [Career Posters](#) statewide and regionally
- [High Priority Occupations \(HPOs\)](#): Occupations that are in demand by employers, have higher skill needs, and are most likely to provide family sustaining wages.
- [Pennsylvania State System of Higher Education \(PASSHE\) Workforce Characteristics and Gap Analysis Reports](#)
- [Pennsylvania Career Guide](#)
- [PA Career Zone](#)
- Many resources available on the Mini-Grants site and through local workforce boards

Application & Evaluation Criteria

- **1) Project Approach: (35 Points)**

Partnership and Collaboration (10 Points)

- a) Identify and explain the roles of all partners, particularly as they connect to this grant project. If two schools or districts are partnering for the project, describe how the partnership will work and outline the division of labor between schools/districts.
- b) Identify the role of your Local Workforce Development Board in this project. Have you partnered with the LWDB before? How will they be involved with this project?

Partnership with Local Workforce Development Board

- Also known as the WIBs or Workforce Investment Boards
- School districts must partner with their Local Workforce Development Boards (LWDBs)
 - School districts may also consider additional partners (CTCs, employers, local chambers, etc.)
- LWDB contact points provided on the Mini-Grants Website

Background on Local Workforce Development Boards

- Federal government funds a nationwide infrastructure to assist:
 - Individuals looking for a new job or to advance their careers; and
 - Employers who need to fill vacancies with skilled workers or to train their workforce.
- Programs are locally driven to serve their communities with guidance from businesses, as well as other community stakeholders.

Background on Local Workforce Development Boards

- Youth Services include:
 - Tutoring, study skills and dropout prevention;
 - Alternative secondary school offerings;
 - Occupational skills training;
 - Paid and unpaid work experiences, job shadowing and internships;
 - Summer employment opportunities; and
 - Adult mentoring.

Partnership with Local Workforce Development Boards

- Outline the role of all partners in your application as it pertains to *this* project
- Specify the role(s) that you **anticipate** the LWDB will play. Some ideas include:
 1. Helping identify regional labor needs;
 2. Providing connections with employers, post-secondary entities, certification programs, etc.;
 3. Assisting with establishing career pathways, work-based learning, internships, job shadowing or pre-apprenticeship opportunities.

Application & Evaluation Criteria

- **2) Implementation: (20 Points)**
 - a. Describe how you propose to implement your project.
 - b. Provide a detailed timeline outlining program activities, including the planning process.
 - c. Identify proposed outcome measures and how you will evaluate project success.

Application & Evaluation Criteria

- **3) Innovation: (10 Points)**
 - a. Describe how and why the project is innovative.
- **Innovation** can be defined simply as a “new idea, device or method.”
- However, **innovation** is often also viewed as the application of better solutions that meet new requirements, unarticulated needs, or existing market needs.

Application & Evaluation Criteria

- **4) Potential Impact: (10 Points)**
 - a. Describe the potential impact of your project in your school/district and community.
 - b. Describe the short- and long-term impacts expected as a result of the project.
 - c. Describe how the project is scalable and replicable.

Application & Evaluation Criteria

- **5) Sustainability: (10 Points)**
 - a. How will you sustain your project at the end of the grant period?
 - b. Provide background information about the school and/or district's previous career readiness activities, including whether this proposed project or a similar project has been executed in the past.
 - c. If this is part of a larger initiative, describe the connection of this project to other work. If the proposed project is based on an existing model, please describe the basis of the work.

Application & Evaluation Criteria

- **6) Budget & Budget Narrative: (15 Points)**
 - a. Provide a budget, including a detailed list of all expected costs or expenses related to the proposed project and explanation of how each expense is connected to the project.

- No specific form or format needed for the budget

Example Elementary School Project: Mifflin County School District

Erin M. Rebling

Elementary School Counselor

Indian Valley Elementary Center

1. Purchased *Paws in Jobland* software
2. 5th Grade tour of Career & Technology Center
3. 4th Grade field trip to Free-Wheeling Day

Example Middle School Project: 6 School Districts in Beaver County

- 120 5th – 8th grade students from the 6 cooperating school districts met for two days of planned learning activities, culminating in a presentation on a specific career in the medical field
- Presentations were shared with the entire grade level or school at their home district during a Medical Career Expo hosted at one of the 6 school districts
- Medical Career Expo rotated to each of the 6 school districts
- Future Plan: Replicate this project in the coming years with a different career focus each year (i.e. manufacturing, business, etc.).

Example High School Project: Penn Manor School District

1. Educator Industry Tours in construction, manufacturing, transportation, and/or healthcare, which aligns with the Lancaster County High Priority Occupations List.
2. Students can earn the “Comet Credentials” Essential Skills Certificate by taking a series of online Metrix Learning System courses in essential skills (The Penn Manor School District Mascot is the Comet and Metrix Learning has created a custom badge for students).

Key Dates

- June 4th: Grant Application Open
- June 13th @ 9:00 a.m.: Zoom Info Session
- June 25th: Grant Applications Due
- Starting July 18th: Award Notifications
- January 2019: Progress Reports Due
- June 2019: Final Reports Due
- **NEW**: Required Zoom Sessions for Mini-Grant Recipients
September, November, February & May (Dates TBD)

Questions?

FAQs and Additional Information:
<https://teampa.com/resource/minigrants/>