

WORKFORCE TRAINING CONSORTIUM

ATTN.: TEACHERS & GRANT WRITERS

The Workforce Training Consortium (www.iwtc-near.org) encourages innovative educational projects in Northeast Arkansas by awarding grants from the **Hytrol Workforce Readiness Fund**. The total grant monies available will be \$5,324.00, presented after July 1, 2010 for the 2010/2011 school year.

The goal of the program is to encourage educators in Northeast Arkansas to instill higher workforce readiness skills in their students. Grant applications will be reviewed and awarded annually. Applicants will be notified by email of the acceptance or rejection of their application.

ELIGIBILITY

- ❖ Any agency or individual instructor teaching students from the fifth through the twelfth grades in the following counties in Arkansas: Craighead, Greene, Mississippi, Poinsett, Jackson & Lawrence.
- ❖ Awards will be given to new and innovative projects designed to increase the readiness of students for successful entry into:
 - The workplace after completing high school or GED or
 - A technical/trade school or
 - A two or four year college degree program.

SELECTION

- ❖ The grants committee of the Workforce Training Consortium will review all requests and make recommendations to the board of directors.
- ❖ Special consideration will be given to a request that uses the Hytrol Workforce Readiness Award with matching collaboration funding.
- ❖ The Workforce Training Consortium does not typically award grants for:
 - Specific individuals (students raising money for trips, etc.)
 - Operating funds or continuing support
 - Capital improvements – campaigns for buildings or property
 - Field trips, lodging, meals or registration fees for courses (ropes, conferences...)
 - Transportation
 - Request for funds more than \$5,324.00 will not be considered.
 - Funds used for instructor salary or administrative cost of school or agency.
- ❖ Special consideration will be given to applicants that can use existing equipment such as computers, projectors, and other equipment available on a school campus.
- ❖ The grant committee is composed of mainly non-educators, so be more descriptive in writing your grants, some terminology is not familiar to them.



P.O. Box 2429
Jonesboro, AR 72402

PHONE (870) 933-9788
FAX (870) 972-0801
E-MAIL taylor donna@dtimt.org
WEB SITE <http://www.iwtc-near.org>

WORKFORCE TRAINING CONSORTIUM

Successful applicants will be required to submit a written report and presentation detailing the results and listing how the money was spent upon completion of the project. Interim reports may be required. A completed application and other materials are due by March 31, 2010. If all materials and information are not submitted, the application will be rejected.

Include the following information with this application:

- 1) Application page with the required information.
- 2) Six (6) stapled copies of a proposal packet should be turned in with the application. The packet should contain the following information.
 - a) A description of the proposed project, including projected time line and objectives, age group or school grade of the target population. Do not include any distinguishing marks, references in the proposal to associate the proposal with any school, group or foundation.
 - b) A budget for project – include all sources of funds and expenses.
 - c) A description of how the project will be evaluated.
- 3) If software is requested please include samples of the software such as a webpage printout, screen shots or links to websites.

All materials and information need to be submitted with this application. Incomplete applications will be rejected. Deadline for this grant is March 31, 2010.

Submit the grant application to:

Hytrol Workforce Readiness Award
c/o Workforce Training Consortium
P.O. Box 2429
Jonesboro, AR 72402

Donna Taylor
donna_taylor@asun.edu
870-680-8715
www.iwtc-near.org



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Jonesboro, AR 72402

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APPLICATION WORKFORCE READINESS GRANT 2010/2011

WTC Use Only

Date Rec.: _____

App. #: _____

CONTACT INFORMATION

| | |
|----------------------------|--|
| NAME OF SCHOOL/AGENCY | |
| SCHOOL/AGENCY ADDRESS | |
| SCHOOL/AGENCY PHONE NUMBER | |
| SCHOOL/AGENCY FAX NUMBER | |
| CONTACT PERSON | |
| INSTRUCTOR | |
| INSTRUCTOR'S EMAIL | |
| SUBJECT & GRADE LEVEL | |
| AMOUNT REQUESTED | |

A COMPLETED APPLICATION WILL INCLUDE:

- A completed of application.
- Six (6) stapled copies of proposal packet. Each reviewer for the grant will receive a packet. The selection is a blind selection; therefore no identifying marks or logos should be in the packet. The packet should contain the following information.
 - A Description of the proposed project.
 - A budget for the project.
 - A description of how the project will be evaluated.

**Submit the grant application by
March 31, 2010 to:**
Hytrol Workforce Readiness Award
c/o Workforce Training Consortium
P.O. Box 2429
Jonesboro, AR 72402

Questions should be directed to:
Donna Taylor
Workforce Training Consortium Coordinator
donna_taylor@asun.edu
870-933-9788

Grant Application # _____

Grant's goal:

The goal of the program is to encourage educators in Northeast Arkansas to instill higher workforce readiness skills in their students.

Score each with the following scale:

| Criteria | Score | Pts. | Comments |
|--|--------------|------|----------|
| Application | | | |
| Detailed description of proposed project | 5 4 3 2 1 | | |
| Detail timeline | 5 4 3 2 1 | | |
| Detailed objectives | 5 4 3 2 1 | | |
| Detailed description of target population | 5 4 3 2 1 | | |
| Detailed description of evaluation measure | 5 4 3 2 1 | | |
| Budget | | | |
| Detailed line item | 5 4 3 2 1 | | |
| Description of all funding sources | 5 4 3 2 1 | | |
| Demonstrated collaboration funding | 5 4 3 2 1 | | |
| Request does not exceed grant money availability | 5 4 3 2 1 | | |
| Grant Restrictions | | | |
| Request salary and or administrative fees | Yes-0 No - 5 | | |
| Field trips | Yes-0 No - 5 | | |
| Lodging | Yes-0 No - 5 | | |
| Meals | Yes-0 No - 5 | | |
| Registration fees | Yes-0 No - 5 | | |
| Operating fees | Yes-0 No - 5 | | |
| Transportation | Yes-0 No - 5 | | |
| Areas of Special Considerations | | | |
| Instills an acceptable work ethic, (showing up on time ready to work, dress properly, etc.) | 5 4 3 2 1 | | |
| Number of students this will reach. | 5 4 3 2 1 | | |
| Will teach students to work in teams | 5 4 3 2 1 | | |
| Will teach students problem solving skills | 5 4 3 2 1 | | |
| Develops or builds on technical skills such as reading tape measures, computer skills, math skills, etc. | 5 4 3 2 1 | | |
| Challenges students to create and develop a career plan | 5 4 3 2 1 | | |
| Uses existing equipment | 5 4 3 2 1 | | |
| Matching collaboration funding | 5 4 3 2 1 | | |