

Kansas Board of Regents

Innovative Technology Grant

K.S.A. 72-4467 established the Kansas Technology Innovation and Internship program to provide:
“Start-up support for innovative technical courses or programs in emerging technologies, manufacturing or areas of skill shortages; ...”

Purpose:

The Kansas Board of Regents (KBOR) announces the availability of approximately **\$145,000** in **Innovative Technology Grants** to be awarded to Community and Technical colleges as a cost-reimbursement grant through a competitive process. The opportunity is afforded through the Kansas Technology and Internship Grant bill. Grants are awarded for innovative technical courses or programs in emerging technologies or areas of skill shortages. The targeted programs for this fund are high growth, high wage and highly skilled occupations with higher than average job vacancy rates or projected growth rates. Successful applications will include a strong partnership and alignment with industry.

Match: A one dollar to one dollar match must be provided by the college from private business monies that are specifically dedicated to the program; the match may be financial or in-kind. Preference will be given to proposals providing a higher match.

Key Dates: There is **no closing date** for receipt of applications under this announcement. They will be **awarded on a first come, first served basis** as quality proposals are submitted. However, funds for the grant awards must be expended prior to June 30, 2012.

Application forms follow in this document or are available on line at www.ksbor.org or by written request.

Submit applications to: Mari Tucker at mtucker@ksbor.org

I. Background Information

A. Brief summary of training/capacity needs

Proposals will be developed in partnership with a private sector company (or group of **sector** companies) demonstrating an emerging technology, unmet need for specific job skills or other industry needs not currently addressed. The expected outcome is a skilled, trained workforce for Kansas employers and increased private sector employment by providing support for new technical programs and/or expanding capacity of existing technical programs to address specific workforce needs and skill mismatches (e.g., Industrial Maintenance Technicians, Computer Numeric Control operators, Information Technicians, or others). Training delivery models include traditional programs, short courses, on-line and blended learning or other combinations. Successful proposals will likely include industry-endorsed certificates, modularized short courses, and multiple entry/exit points supporting a career pathway.

B. Critical Elements of Innovative Grants

KBOR expects that Innovative Technology grant proposals will contain the following elements:

1. Private business must provide financial or in-kind support, or any combination thereof, to the career technical education institution equaling 100% of the amount of the grant. The match must be documented in letter from the business and verified at completion of grant;
2. The technical course or program must be new to Kansas or be an existing program with a new, innovative component or new delivery format;
3. The technical course or program must relate to a business or industry located in the service area of the career technical institution;
4. The technical course or program must relate to emerging technologies, advanced manufacturing or documented areas of skill shortages; and
5. The proposal must include a sustainability plan for continuing the program beyond grant funds, a detailed budget and budget narrative, as well as documentation and explanation of the business/industry match.

Proposal applications are limited to **10 pages** including the cover page; supporting documentation limited to **3 pages**. Pages exceeding these limits will not be reviewed.

II. Award Information

A. Award Amount

KBOR anticipates awarding \$145,000 for projects in this round of funding. However, KBOR reserves the right, based on the type, number, and quality submissions, to:

- (1) fund applications at either a lower or higher amount;
- (2) fund a smaller or larger number of projects;
- (3) award a smaller amount than requested; and
- (4) not award all available funds.

B. Period of Performance

The period of Innovative Technology grant performance will be from the date of the grant award to June 30, 2012. This performance period shall include all necessary implementation and start-up activities, participant follow-up for performance outcomes, and grant closeout activities

C. Required Matching Resources

A one to one match must be provided by private business/industry and be specifically dedicated to this project. The match may be financial or in-kind; additional in-kind contributions from the college or industry partner are encouraged.

D. Use of Funds/Allowable Activities

Grants to community/technical colleges are for the specific purpose of supporting innovative technical courses or programs in emerging technologies, manufacturing or areas of skill shortage. These funds focus on the development of the program and priority consideration will be given to courses/programs supporting new initiatives in program areas that support the Kansas strategic industries (Value-added Agriculture, Advanced Manufacturing, Biosciences, Construction, Energy, Health Sciences and Professional Services) and/or have a documented regional employment need. Allowable expenditures include instructional services, technical equipment, supplies and materials, curriculum development and other related costs pre-approved by KBOR staff. Upon approval of the grant application and implementation of grant activities, an institution may request 80% of the grant funds from KBOR Finance and Administration. The remaining 20% of the award may be requested upon submittal of all completed KBOR final reports.

E. Funding Restrictions

Expenses not eligible, but not limited to, include indirect costs, general classroom equipment and supplies, administrative fees, new construction, travel, vehicles, food or lodging and marketing.

F. Limitations on Cost per Participant

Applications for funding will be reviewed to determine those programs which deliver the most efficient outcomes to provide the best return on investment for the Kansas economy. While variability on the cost per-participant is expected, applications should demonstrate that the proposed cost per student is an efficient use of grant funds. When calculating cost per participant, applicants will use only the state grant funds.

III. Applications Review Process

The following criteria will be used to evaluate proposals for the Innovative Technology Grant:

A. Description of Project --30 points

- New Technical Program/course description
- Number of trainees produced/year
- Competencies and industry credentials attained
- Describe innovative components
- Performance history and training record of college
- Economic benefit to the local community and state

B. Action Plan --25 points

- Employer engagement and partner contributions
- Impact on workforce development
- Current/future job market demand
- Faculty with industry credentials and experience
- Implementation and timeline

C. Budget Narrative-- 25 points

Clear explanation of:

- funding needs
- methodology and matching funds
- adequacy of budget and defined cash flow
- competitive return-on-investment

D. Sustainability plan -- 20 points

- Identify adequate future funding sources
- Illustrate probability of long-term partnerships

Total

100 points

IV. Award Administration Information

A. Award Notices

Award notifications will be made by the Vice President for Workforce Services within approximately 30 days upon receipt of the applications. Applicants not selected for award will be notified thereafter.

B. Reporting

Final project reports include both a final narrative and a final expenditure report. Both must be submitted prior to the institutional request of the final 20% of the grant award.

1. The final narrative report must address the following:

- The impact of the new innovative technical course/program implemented and how it relates to the local or regional state workforce demands and the educational needs of students.
- The outcomes or results of each of the grant activities completed.
- The institution and business/industry partner(s) must identify how the project fulfilled each of the expected outcomes anticipated on the application form.

2. The final expenditure report form must include the actual expenditures of state funds for each approved budget item, with accompanying receipts, as well as an explanation of how the business/industry match was expended or otherwise utilized to support this project.

Submit Reports to: Mari Tucker at mtucker@ksbor.org.

KANSAS BOARD OF REGENTS

INNOVATIVE TECHNOLOGY

COMPETITIVE GRANT APPLICATION

Date of Application:

Community/Technical College Name:

Address:

Federal ID Number:

Name of Project:

Project Address:

(if different from address above)

Contact Person:

Title:

Telephone Number:

FAX:

E-Mail:

Company(s) Name:

Address:

Contact person:

Occupations Targeted:

Job Titles and number of projected students:

Total Cost of Project:

Amount of KBOR Funding Requested:

Cost per Student (KBOR dollars only):

Amount of Business/Industry Matching Funds:

Project Description

I. PROPOSAL NARRATIVE

A. Description of Project (30 points)

Provide a description of the program and how it will address the workforce need:

- How will this project meet the industry/employer training need? Why are these jobs targeted? (vacancy rate, projected growth, wages, advancement)
- How many students need to be trained per year? (evidence of hiring demand)
- How will the program be structured to meet specific requirements of industry? What innovation is included?
- If applicable, what is the past performance of the institution or related program? (include information on enrollment numbers; completion rates; demand; placement rates; and average wage of completers)
- Describe the overall economic benefit to the private sector employer, local community and state?

B. Action Plan (25 points)

Provide a brief description of how the program will be implemented and a corresponding timeline:

- Describe the communication of the college to actively engage industry/employer partner. How did the college/industry partners establish training need, credentials/competencies, and training format? Explain contributions of employers to the project including agreements for use of a employer's space, equipment, or other resources
- Identify new faculty which will be hired and their experience in industry. List other key personnel required to support the project.
- Describe implementation plan and timeline. Include any remodel or facility renovations required for the Project.
- Describe how the college will provide flexibility in delivery of the program (on-line learning, blended, evenings, short course, weekend, company sites, etc).
- How will this project connect to the college's Program Improvement plan, Performance Goals, KBOR's Foresight 2020 goals and other KBOR initiatives?

II. COSTS ASSOCIATED WITH THE PROPOSAL

A. Project Line Item Budget

Provide a detailed line item project budget to include:

- All projected costs and expenses by category
- Amount of funding requested from the Innovative Technology funds
- Amount of matching funds – identify sources

Note: Show methodology behind cost estimates.

Suggested basic format for presenting budget information:

Item	KBOR funds	Matching funds	Total cost	Notes

B. Project Budget Narrative (25 points)

Provide a detailed budget narrative that describes the following:

- Clear explanation of funding needs
- Methodology used to determine funding needs including matching funds and in-kind donations
- Evidence that this budget is adequate with a defined cash flow. Return on Investment Analysis (Total KBOR funds / # of participants)

III. SUSTAINABILITY AND EVALUATION

A. Sustainability Plan (20 points)

Provide a description of how the Project will remain financially viable after Innovative Technology resources are fully invested. Include the following:

- How will key industry and educational partners remain vested in the Project? What are partner roles and responsibilities?
- Identify future funding that will be generated by the Project (tuition, state aid, contract training revenue, endowments, other).
- Identify any adverse impacts the project might have on other educational institutions, the community, state of Kansas, or other key stakeholders, and how these challenges will be mitigated.

Submit completed proposals through electronic mail to the Director of Federal Initiatives for Career Technical Education: Mari Tucker, mtucker@ksbor.org.