

North Central Workforce Investment Board
Regional Career Education Partnership
Request for Mini-Grant Application for Career Education Projects

This Request for Mini-Grant Applications is being issued by the North Central Workforce Investment Board on behalf of the Youth Council / Regional Career Education Partnership.

Eligible Applicants: School Districts, Intermediate Units, Career and Technical Centers, Community Agencies / Organizations, or other non – profit organizations which focus on career education for youth located and serving youth in the counties of Cameron, Clearfield, Elk, Jefferson, McKean and Potter.

Amount of mini-grant: There is a total amount of \$15,000 available and it is expected that a number of projects will be awarded therefore applications are limited to a request of no more than \$3,000.

Project Timeframe: Proposed projects must occur between March 1, 2010 and June 30, 2010.

Deadline for accepting requests: 3:00 pm Friday, February 12, 2010. Applicants will be notified of application status by Thursday, February 18, 2010.

Send application(attached): via email to Pam Streich (pstreich@ncwib.org) at the North Central Workforce Investment Board. Please write Youth Council RCEP Mini-Grant Application in the subject line. If you prefer the application can be sent via postal mail to Pam Streich, North Central Workforce Investment Board, 651 Montmorenci Road, Ridgway, PA 15853. The application is also available at the following link www.ncwib.org.

Purpose of Mini-Grants: Successful mini-grant proposals will work toward the goals of the Youth Council / Regional Career Education Partnership listed below (1-3) as well as other goals as listed below and which assist in developing sustainable career education programs.

1. Increase the awareness of career and educational opportunities among our youth.
2. Ensure career preparedness through improved youth literacy, and basic and soft skills (e.g. attitudinal, work readiness, etc.).
3. Connect Youth with employment opportunities through stakeholder collaboration.
4. Aid in the implementation of PDE Career Education and Work Standards.
5. Include a STEM focus (Science, Technology, Engineering and Math) as well as a Green Technology focus.

Additional information regarding the goals of the Youth Council / Regional Career Education Partnership can be found at the link that follows:

<http://web2.ncentral.com/ncentral/WIB/youthpub/YouthCouncilStrategicPlan.pdf>

In addition, priority will be given to projects that:

1. Involve the workforce development network including PA CareerLink and the NCWIB Industry Partnerships. For additional information on CareerLinks and Industry Partnerships contact Pam Streich at 814-773-3162 or pstreich@ncwib.org prior to the Technical Assistance request deadline of February 1, 2010.
2. Strengthen Project 720 high school reform strategy throughout the region.
3. Focus on serving a population of youth who are disconnected from the workforce and education systems. For example, high school dropouts, youth involved with juvenile justice system, youth involved in the foster care system, etc.

Letters of Support: Letters of support and commitment from any schools or agencies that will be involved in the project must accompany the application.

Disallowed Costs:

- Administrative funds – please note that there are no administrative funds / allowances with these grants. All funds MUST be used to cover program costs.
- Purchase of equipment or building construction.
- Development of virtual or internet based tools.
- Reimbursement to the bidder and participating partners for the cost of curriculum development, or delivering any direct training services that are available by other funding streams (such as PDE, TANF and WIA).

Reporting Requirements: Awarded projects will be required to participate in the Youth Council and Regional Career Education Partnership and submit monthly reports to the NCWIB. Upon award a monthly report will be provided.

Payment Process: Awarded projects will submit monthly invoice to the NCWIB for reimbursement of expenditures. Payments will not be made in advance of expenses being incurred.

Technical Assistance: All questions must be submitted in writing via email by 12:00 pm, February 1, 2009. E-mail your questions to Pam Streich, Director of Planning at pstreich@ncwib.org. All questions and answers will be answered via email to all responders by 12:00 pm on February 3, 2010.

Right to Reject: the NCWIB reserves the right to reject any and all proposals received in response to this request.

Conditions of Proposal: All costs incurred in the preparation of a proposal received in response to this request will be the responsibility of the bidder and will not be reimbursed by the NCWIB.

Equal Opportunity: The North Central Workforce Investment Board is an equal opportunity employer / program. Auxiliary aids and services are available upon request to individuals with disabilities. Equal Opportunity Officer: James Stockdale, 814-773-3162, Extension 3015.