



Rhode Island Commerce
CORPORATION

Pathways in Technology Early College High School (P-TECH) Initiative Grant Application Materials

P-TECH Initiative details can be found at:

commerceri.com/ptech

Rhode Island P-TECH Initiative Grant Application Submission Instructions

Please submit a complete electronic copy of the application by email to Ptech.info@commerceri.com. The subject line should read "P-TECH_[LEAname]," for example: "P-TECH_Central District." Proposals should be submitted as a single PDF file, saved as "P-TECH_[LEAname]".

Please submit one hard copy of the completed application to the Rhode Island Commerce Corporation (the "Commerce Corporation").

Applications can be submitted in person or mailed USPS registered mail to the following address:

**Rhode Island Commerce Corporation
Attn: P-TECH
315 Iron Horse Way, Suite 101
Providence, RI 02908**

Questions on the application process may be submitted to Ptech.info@commerceri.com.

The initial application deadline is October 21, 2016

Please read the P-TECH information document found at [this link](#). Grant funding is available for Rhode Island Local Education Agencies as defined by the Rhode Island Department of Education [here](#) ("LEA" or "LEAs") committed to developing a P-TECH model program as authorized under RIGL § 42-64.31-1 et. seq. Successful applicants will demonstrate the ability to develop a program that incorporates the key elements of this grade 9 to 14 model. Grant funds may cover start-up costs to launch a new program or the costs to build the capacity of an existing program. P-TECH Initiative Grants are designed so that LEAs can eventually sustain the operational costs through existing funding sources.

- This application may be updated from time to time. **Please ensure the most up-to-date version of the application is used for a response.** The up-to-date version is located [here](#).
- The P-TECH Initiative Grant application consists of an application form, a set of required attachments, and a certification form. To be considered for a P-TECH Initiative Grant, all items must be submitted in a single submission, organized as instructed below. Failure to provide required information could result in a delay in the review of, or rejection of, an application.
- The Commerce Corporation reserves the right to require the submission of additional information in connection with any application or to require the revision of an application.
- Applicants approved for a P-TECH Initiative Grant will be required to enter into a grant agreement with the Commerce Corporation in order to receive the grant. The Commerce Corporation may request additional information in the course of negotiating that agreement.
- **The initial application deadline is October 21, 2016.** The Commerce Corporation will begin reviewing and advancing applications upon receipt.

P-TECH Initiative Grant Application

1. Applicant Information

Local Education Agency _____

Mailing Address _____

City _____ State _____ Zip _____ - _____

Organization Phone _____ Website _____

Primary Contact for Application:

Full Name _____

Job Title _____

Mailing Address _____

City _____ State _____ Zip _____ - _____

Phone _____ Email _____

2. P-TECH Grant Information

Amount Requested (cannot exceed \$200,000) _____

Anticipated Program Start Date _____

Identify Primary Goal of the Local Education Agency (select one)

Creation/development of P-TECH model program

Build capacity of existing P-TECH model program

3. Required Attachments

Please attach to the application form responses to the following prompts. Attach these items in the order provided below. Each attachment should have a cover page that identifies the LEA and the attachment, e.g., "Attachment 1: Proposed P-TECH Model Program." **Applicants selecting "Creation/Development of P-TECH model program" as the Primary Goal of the Local Education Agency under application item No. 2. must attach responses to prompts 1, 3, 4, and 5, if applicable. Applicants selecting "Build capacity of existing P-TECH model program" must attach responses to prompts 2, 3, 4, and 5, if applicable**

All applicants are advised that any and all records (documents, correspondence, memoranda, etc.), received or maintained by the Commerce Corporation may be a matter of public record and subject to release upon a request under the Rhode Island Access to Public Records Act ("APRA"), R.I. Gen. Laws Section 38-2-1 *et seq.* In response to a request, the Commerce Corporation has the right, in its sole discretion, to redact or withhold information which is exempt from disclosure under APRA, including trade secrets and commercial or financial information which is of a privileged or confidential nature. **The Corporation recommends that any portion of any attachment in the application that contains such information be clearly labeled with the legend "Confidential Information."**

Attachment 1: Proposed P-TECH Model Program

Please review and respond to the questions on Attachment 1. Responses to Questions 1-7 should not exceed 5 pages total.

Attachment 2: Expansion of Existing P-TECH Model Program

Please describe the existing P-TECH model program, plans to build the program's capacity, and how additional funding would be used to implement these goals. Responses should not exceed 3 pages total.

Attachment 3: Information on Students Eligible for Subsidized Lunch

Please provide information on the percentage of students within the LEA's jurisdiction eligible for subsidized lunch.

Attachment 4: Proposed Enrollment Table

Please provide information on the proposed student enrollment in the program.

Attachment 5: Commitment to Charter Amendment (for Charter Schools Only)

If the applying LEA is a Charter School, written confirmation that the Charter School's authorizer agrees to amend the Charter Contract to allow the Charter School to operate as a P-TECH model school, if approved.

4. Applicant Certification

The undersigned is an authorized representative of the Local Education Agency listed below with the authority to bind the Agency for the proposed P-TECH Initiative Grant.

I certify that I have reviewed the information contained in this application and confirm that the statements made in this application in its entirety including all attachments, appendices, etc., are true, accurate and complete to the best of my knowledge.

Name of Certifying Officer: _____

Title: _____

Signature of Certifying Officer: _____

Date Signed: _____

Attachment 1: Proposed P-TECH Model Program

Commitment to Implementing P-TECH Model

Successful applicants will demonstrate through their responses to Questions 1-3 that they understand and will implement the key elements that make the P-TECH model successful.

1. **Collaboration between K-12, College and the Workforce:** A model program represents a robust partnership between a high school, the Community College of Rhode Island, and an industry partner (or partners) in a growth industry. Model programs create a steering committee made up of representatives from the program's partners who work together to plan, implement and continually improve the program.

Please confirm your willingness to create a program guided by a collaborative steering committee and briefly describe how you would approach participation in this partnership including your plan to engage representatives from the LEA's administrative office as well as administrators from the high school hosting the program.

2. **Transforming High School to Ensure College and Career Readiness for Graduates:** A model program focuses on preparing students to successfully pursue a curriculum that aligns high school and college coursework and enables program students to graduate from high school and earn an industry approved associate degree in 4-6 years of study. Beginning in 9th grade, students in a model program benefit from industry mentors, attend a credit bearing workplace learning course where they build the professional skills essential to success in work and life, and are expected to embrace a challenging set of academic and workplace experiences.

Please confirm your willingness to create a program that utilizes the P-TECH model's approach to ensuring college and career readiness and briefly describe how you would approach developing the program.

3. **Cohort Model:** Students in a model program participate as part of a cohort that enters in 9th grade and builds a community of mutual support by attending classes together taught by dedicated program teachers (specifically English Language Arts and Mathematics teachers in the 9th grade year of the program, and additional teachers as the population of students grows). A model program is supervised by a dedicated program director and operates in a dedicated section of the school building.

Please briefly describe your plan to meet these elements of the model and include any relevant detail that might support your commitment.

Resources Available to Leverage in Development of Program

Successful applicants will demonstrate through their responses to Questions 4-6 that they have assessed their existing resources and developed a plan for leveraging these resources in creating a P-TECH model program.

4. **Proposed Location for Program:**

Please briefly describe the existing high school and/or other school facility to host the program.

5. **Existing Business Partnerships:**

Please briefly describe any existing partnerships with companies in growth industries (such as Biomedical Innovation; Cyber and Data Analytics; Maritime; Design, Materials, and Manufacturing; Information Technology; Defense and others) and the potential to leverage these partnerships in the development of the program.

6. **Program Support:**

Please briefly describe the existing capacity or planned development of program leaders, instructors, and staff, and any in-kind resources and/or funds that will be dedicated to support the program.

Plan for Recruiting Students to Enroll in the Program

Successful applicants will demonstrate through their response to Question 7 that they have developed a plan for recruiting students that prioritizes expanding access to high-quality high school programs to all students.

7. **Recruiting Students:** A model program educates entering 9th grade classes of 50-100 students selected by lottery.

Please briefly describe how the Local Education Agency will encourage the enrollment of students who are socioeconomically and racially diverse, the first to attend college in their family, English language learners, and students with disabilities.

Attachment 2: Expansion of Existing P-TECH Model Program

Please describe the existing P-TECH model program, plans to build the program's capacity, and how additional funding would be used to implement these goals. Responses should not exceed 3 pages total.

Attachment 3: Information on Students Eligible for Subsidized Lunch

Please provide information on the percentage of students within the LEA's jurisdiction eligible for subsidized lunch.

Attachment 4: Proposed Enrollment Table

Please complete the following table. It should reflect the estimated number of students that the P-TECH model program will enroll when operating at full capacity for each academic year listed. A model program educates entering 9th grade classes of 50-100 students selected by lottery.

Students Served at Grade Level	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
9th Grade						
10th Grade	—					
11th Grade	—	—				
12th Grade	—	—	—			
13th Grade	—	—	—	—		
14th Grade	—	—	—	—	—	
Total Enrollment						

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