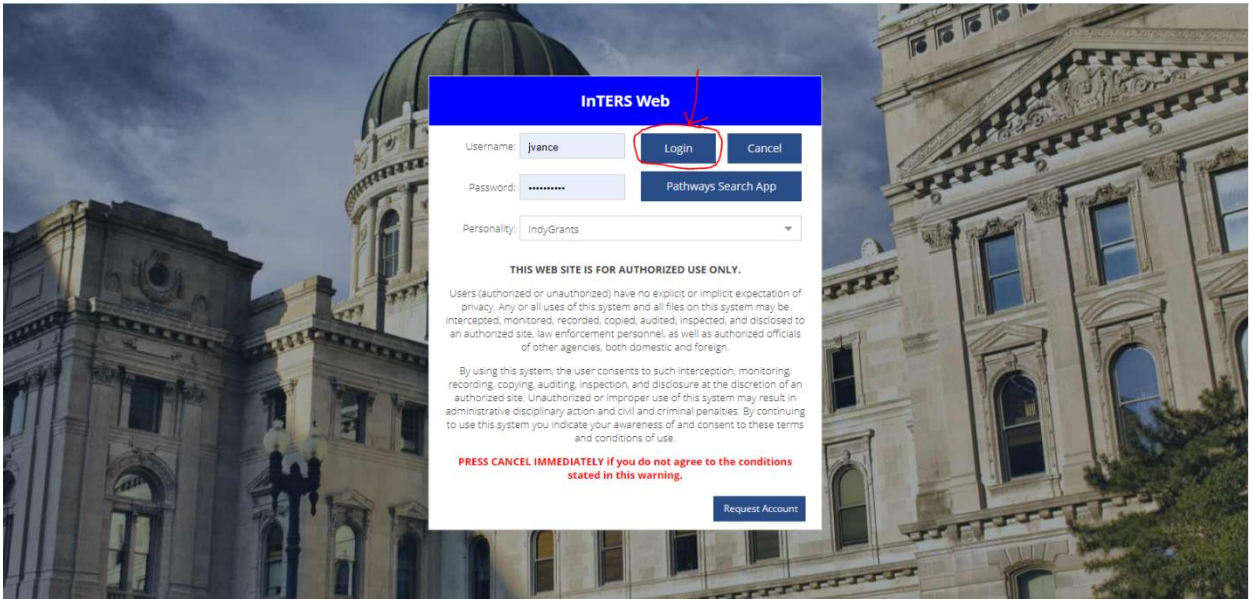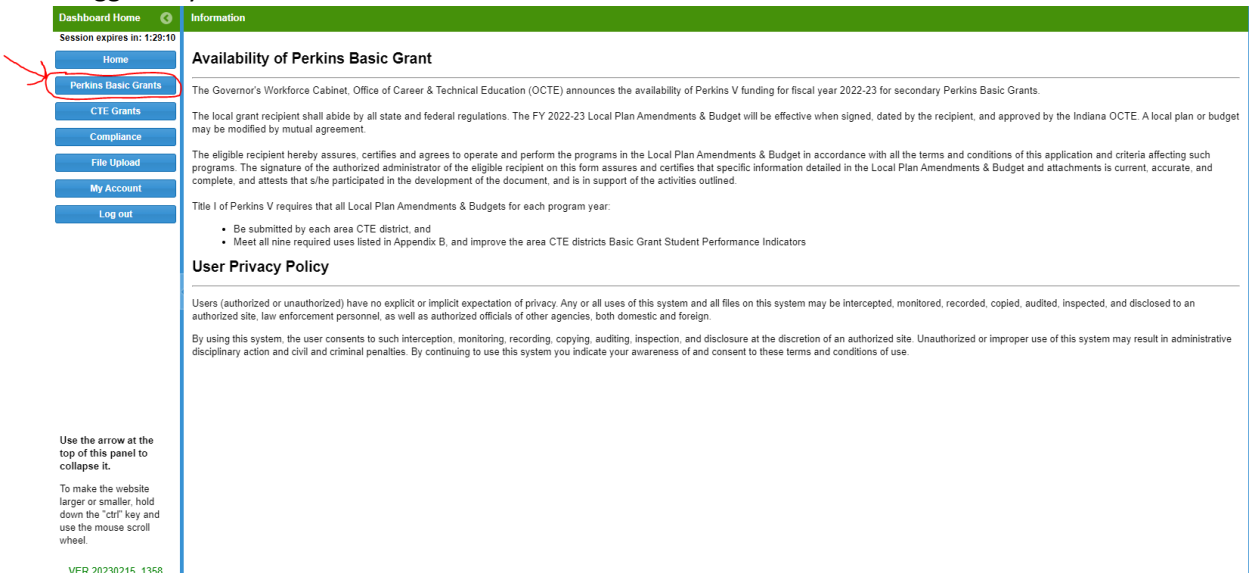## *IndyGrants 2023-2024 Perkins Basic Grant Application Process*
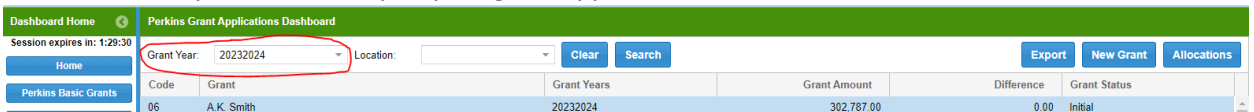
➢ Type in your username & password and select "Login" and make sure the personality is set to IndyGrants

➢ Once logged in you will select "Perkins Basic Grants"

➢ You will need to change the grant year field to 2023-2024 and then right click and select "Edit Grant" on that specific row to open your grant application

➢ When the grant application opens, you will need to select "OK" to continue

➢ Select the General Grant Properties tab and update if necessary

➢ The program goals are listed at the top, and you need to make sure that you write to them when making any edits/updates to your grant application
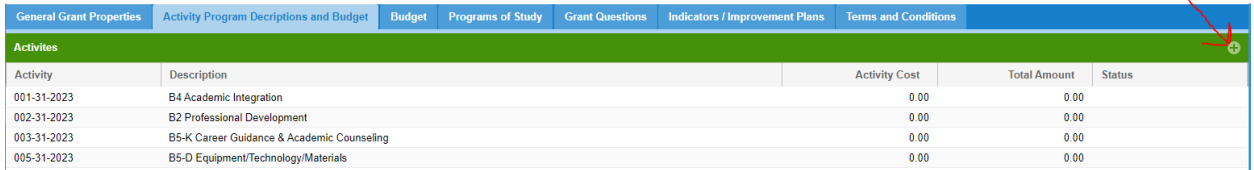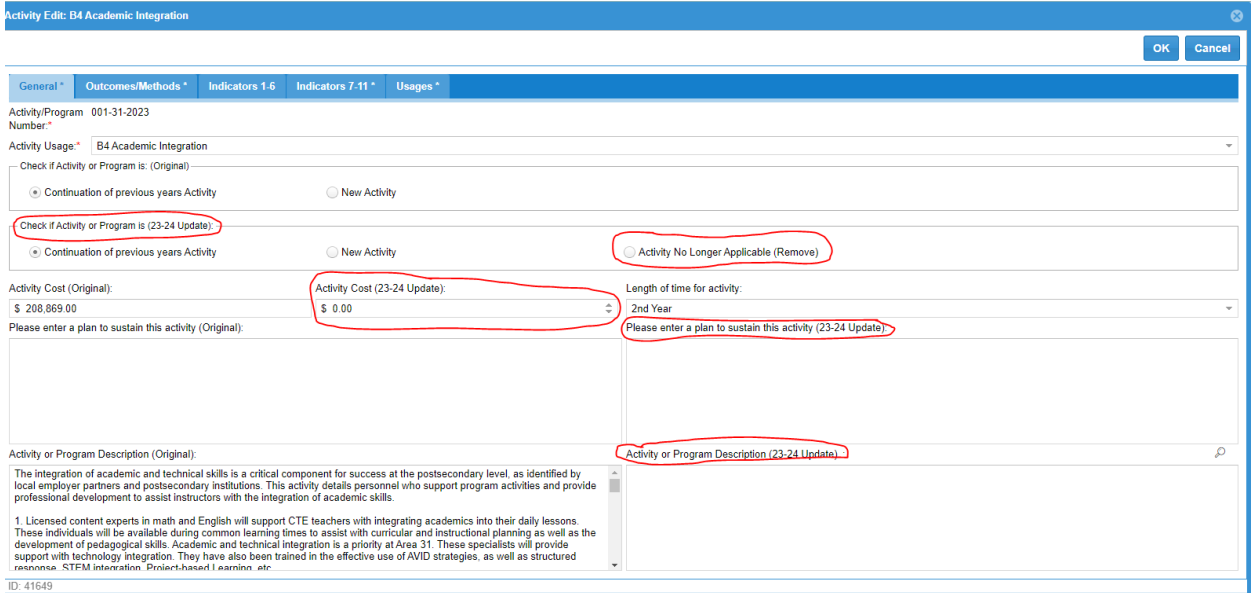
➢ Select the Activity Program Descriptions & Budget tab and update activities listed by a right click and selecting "Edit Activity" or add new activities using the add button

Add

Activity	Description	Activity Cost	Total Amount	Status
001-31-2023	B4 Academic Integration	0.00	0.00	
002-31-2023	B2 Professional Development	0.00	0.00	
003-31-2023	B5-K Career Guidance & Academic Counseling	0.00	0.00	
005-31-2023	B5-D Equipment/Technology/Materials	0.00	0.00	

➢ Under the general tab of the activity, you should update the activity cost (23-24 Update) field as well as whether this activity is being continued or is no longer applicable in the (23-24 Update) field. You must also enter a plan of how you are going to sustain this activity and provide any changes/updates to the activity description in the (23-24) update text box fields

Activity Edit: B4 Academic Integration

General * | Outcomes/Methods * | Indicators 1-6 | Indicators 7-11 * | Usages *

Activity/Program Number:* 001-31-2023

Activity Usage:* B4 Academic Integration

Check if Activity or Program is: (Original)
⦿ Continuation of previous years Activity   ◯ New Activity

Check if Activity or Program is (23-24 Update):
⦿ Continuation of previous years Activity   ◯ New Activity   ◯ Activity No Longer Applicable (Remove)

Activity Cost (Original):   Activity Cost (23-24 Update):   Length of time for activity:
$ 208,869.00 $ 0.00   2nd Year

Please enter a plan to sustain this activity (Original):   Please enter a plan to sustain this activity (23-24 Update):
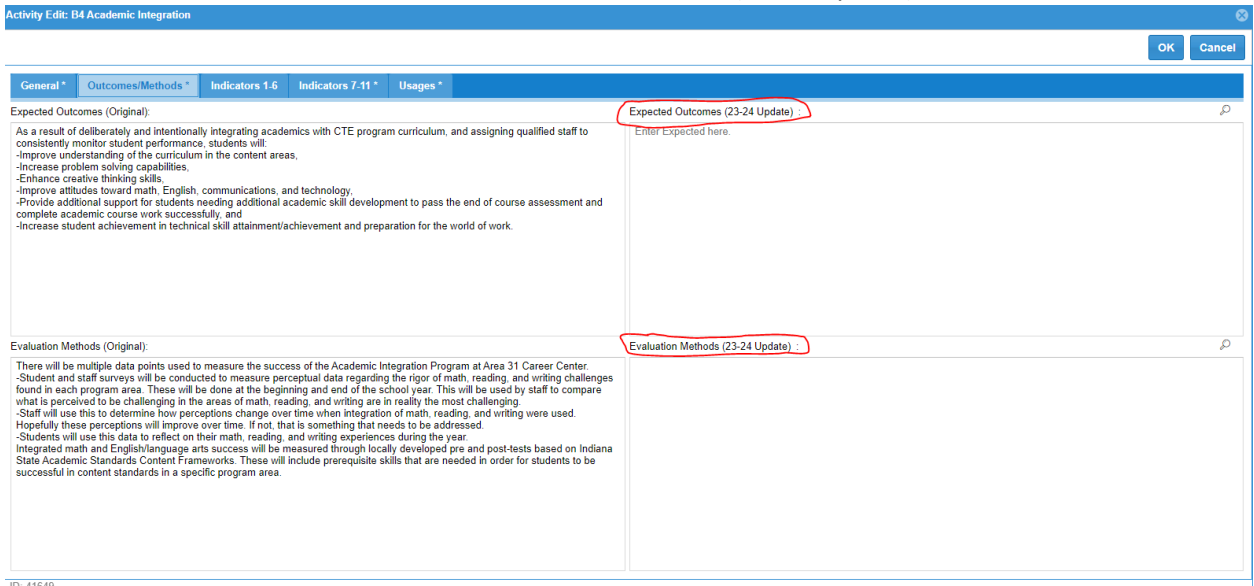
Activity or Program Description (Original):   Activity or Program Description (23-24 Update):

The integration of academic and technical skills is a critical component for success at the postsecondary level, as identified by local employer partners and postsecondary institutions. This activity details personnel who support program activities and provide professional development to assist instructors with the integration of academic skills.

1. Licensed content experts in math and English will support CTE teachers with integrating academics into their daily lessons. These individuals will be available during common learning times to assist with curricular and instructional planning as well as the development of pedagogical skills. Academic and technical integration is a priority at Area 31. These specialists will provide support with technology integration. They have also been trained in the effective use of AVID strategies, as well as structured response, STEM integration, Project-based Learning, etc.

ID: 41649

➢ You will select the Outcomes/Methods tab and provide any changes/updates to the expected outcomes and/or evaluation methods fields labeled with the (23-24 Update)

Activity Edit: B4 Academic Integration

General * | Outcomes/Methods * | Indicators 1-6 | Indicators 7-11 * | Usages *

Expected Outcomes (Original):   Expected Outcomes (23-24 Update):

As a result of deliberately and intentionally integrating academics with CTE program curriculum, and assigning qualified staff to consistently monitor student performance, students will:
-Improve understanding of the curriculum in the content areas,
-Increase problem solving capabilities,
-Enhance creative thinking skills,
-Improve attitudes toward math, English, communications, and technology,
-Provide additional support for students needing additional academic skill development to pass the end of course assessment and complete academic course work successfully, and
-Increase student achievement in technical skill attainment/achievement and preparation for the world of work.

Enter Expected here.

Evaluation Methods (Original):   Evaluation Methods (23-24 Update):

There will be multiple data points used to measure the success of the Academic Integration Program at Area 31 Career Center.
-Student and staff surveys will be conducted to measure perceptual data regarding the rigor of math, reading, and writing challenges found in each program area. These will be done at the beginning and end of the school year. This will be used by staff to compare what is perceived to be challenging in the areas of math, reading, and writing are in reality the most challenging.
-Staff will use this to determine how perceptions change over time when integration of math, reading, and writing were used. Hopefully these perceptions will improve over time. If not, that is something that needs to be addressed.
-Students will use this data to reflect on their math, reading, and writing experiences during the year.
Integrated math and English/language arts success will be measured through locally developed pre and post-tests based on Indiana State Academic Standards Content Frameworks. These will include prerequisite skills that are needed in order for students to be successful in content standards in a specific program area.

ID: 41649

➢ Select the Indicators 1-6 and Indicators 7-11 tabs and update the (23-24 Update) field for any of the indicators that the activity pertains or is associated with

Activity Edit: B4 Academic Integration

OK | Cancel

General * | Outcomes/Methods * | **Indicators 1-6** | Indicators 7-11 * | Usages *

Core Performance indicators impacted by this activity. Enter all that apply.

1S1: Four-Year Graduation Rate (Original):

1S1: Four-Year Graduation Rate (23-24 Update) :

1S2: Extended Graduation Rate (Original):

1S2: Extended Graduation Rate (23-24 Update) :

2S1: Academic Proficiency in Reading / Language Arts (Original):

2S1: Academic Proficiency in Reading / Language Arts (23-24 Update) :

2S2: Academic Proficiency in Mathematics (Original):

2S2: Academic Proficiency in Mathematics (23-24 Update) :

2S3: Academic Proficiency in Science (Original):

2S3: Academic Proficiency in Science (23-24 Update) :

3S1: Postsecondary Placement (Original):

3S1: Postsecondary Placement (23-24 Update) :

ID: 41649

Activity Edit: B4 Academic Integration

OK | Cancel

General * | Outcomes/Methods * | Indicators 1-6 | **Indicators 7-11 *** | Usages *

Core Performance indicators impacted by this activity. Enter all that apply.

4S1: Non-traditional Program Enrollment (Original):

4S1: Non-traditional Program Enrollment (23-24 Update) :

5S1: Program Quality – Attained Recognized Postsecondary Credential (Original):

5S1: Program Quality – Attained Recognized Postsecondary Credential (23-24 Update) :

5S2: Program Quality – Attained Postsecondary Credits (Original):

Postsecondary program success requires strong aptitude in English/Language Arts and math. Academic Integration specialists help to develop these skills while also monitoring academic performance and coaching students toward higher levels of academic success.

5S2: Program Quality – Attained Postsecondary Credits (23-24 Update) :

5S3: Program Quality – Participated in WBL (Original):

5S3: Program Quality – Participated in WBL (23-24 Update) :

5S4: Program Quality – Other (Original):

5S4: Program Quality – Other (23-24 Update) :

ID: 41649

➢ Select the Usages tab and make sure the Perkins usages are marked appropriately

Activity Edit: B4 Academic Integration

OK Cancel

| General * | Outcomes/Methods * | Indicators 1-6 | Indicators 7-11 * | Usages * |

Perkins Usages

☐ B1 - Career Exploration / Career Development Activities
☑ B2 - Professional Development
☑ B3 - Necessary CTE Skills

☑ B4 - Academic Integration

B5 - Programs of Study Implementation:

B5-L Employability Skills Integration ×
B5-A Curriculum Alignment ×
B5-C Accelerated Learning ×
B5-M STEM/Student Engagement ×
B5-P Instructional Content Availability ×

ID: 41649

➢ Select the Budget tab and make updates to the budget rows while making sure that any changes you make still reflect $0.00 in the difference field under the grand total

| General Grant Properties | Activity Program Decriptions and Budget | Budget | Programs of Study | Grant Questions | Indicators / Improvement Plans | Terms and Conditions |

Budget Breakdown

#	Type		Amount	Comments	Status
1	Administration		7,865.00	[Should not be more than 5% of total. ($39407.70)]	Pending
2	Personnel		577,738.00	Academic Integration Coach - $88,127.00 Academic Integration Coach (1/2 time...	Pending
3	Fringe		129,639.00	Academic Integration Coach - $20,661.00 Academic Integration Coach (1/2 time...	Pending
4	Travel		10,000.00	Travel will include the costs of staff member participation in professional develop...	Pending
5	Contractual Services		10,000.00	This activity will support staff member registrations for professional development...	Pending
6	Equipment		42,912.00		Pending
7	Materials		10,000.00	Only high-value programs will be supported through asset purchases.	Pending

Sub Totals:	Item Total	$ 788,154.00	Grant Total:	Proposed Total:	$ 788,154.00	Activity Total:	Activity Total:	$ 0.00
				Allocated Amount:	$ 788,154.00		Allocated Amount:	$ 788,154.00
	Grant Total:	$ 788,154.00		Difference:	$ 0.00		Difference:	$ 788,154.00

ID: 19104

➢ For Secondary CTE eligible recipients you may skip the Programs of Study tab and move on to the Grant Questions tab, however Postsecondary CTE eligible recipients must complete this step

➢ For Postsecondary CTE eligible recipients you will right click and select "Add Program" or select the "+" icon

➢ For Postsecondary CTE eligible recipients you will need to fill out the following fields under the program tab (Make sure to check the Postsecondary Pathway box)

➢ For Postsecondary CTE eligible recipients you will need to right click and select "Edit Question" to access each specific question

➢ For Postsecondary CTE eligible recipients you will provide a response to all four questions

➢ Select the Grant Questions tab and left click on each row or right click and select "Edit Question" to open each question

➢ Edit/update your response and select "OK" when complete

➢ Select the Indicators/Improvement Plans tab and then left click twice on the status column to sort descending and then left click or right click and select edit indicator to open each row that shows "Pending" in the status column

➢ Fill out the text boxes under the general tab and then select the sub-populations tab

➢ Select the appropriate radio buttons under the sub-populations tab for all that apply and input any contextual factors in the text box

➢ Select the action steps tab and fill out the text boxes

➢ Select the additional information tab and provide information in the text boxes then select "OK" to close

➢ Select the terms and conditions tab and read each term/condition (use scroll bar) and check the box to indicate acceptance and select "Save" to complete this process

➢ You will select "OK" to close the application process

➢ On the main dashboard you will right click on your grant application row and select "Upload Signature Page"

➢ On the main dashboard you will right click on your grant application row and select "Upload Consortium Agreement"

➢ On the main dashboard you can right click on your grant application row and select "View Uploads" to see what you have uploaded

Perkins Grant Applications Dashboard

Grant Year: 20232024 ▼   Location: ▼

Code	Grant		Gra
06	A.K. Smith		202
26	Anderson Community Schools	Add Grant	202
30	Area 30 Career Center	Edit Grant	202
31	Area 31 Career Programs	Delete Grant	202
38	Blue River Career Programs	Submit Grant for Review	202
18	Bluffton High School	Upload Signature Page	202
32	Career and Technical High Sch	Upload Transmittal Page	202
37	Central Nine Career Center	View Uploads	202

➢ On the main dashboard you will right click and select "Submit Grant for Review"

Perkins Grant Applications Dashboard

Grant Year: 20222023 ▼   Location: ▼   Cle

Code	Grant	
06	A.K. Smith	
26	Anderson Community Schools	Add Grant
30	Area 30 Career Center	Edit Grant
31	Area 31 Career Programs	Delete Grant
38	Blue River Career Programs	Submit Grant for Review
18	Bluffton High School	Upload Signature Page
32	Career and Technical High School	Upload Transmittal Page
37	Central Nine Career Center	View Uploads
16	Century Career Center	

➢ Make sure your contact information is correct and select "Submit Grant" to finalize the process

➢ You can print the grant application by right clicking and selecting "Edit Grant" and you will see the print button

➢ Select how you wish to print the grant application

Grant Preview - A.K. Smith for 20232024

Save   Cancel   Print

Program Goals

Goal ID	Goal Title
10	Increase communications with businesses and the community.
11	Improve the image of CTE to increase enrollment and persistence in CTE programs.
12	We will retain quality CTE teachers.
103	Each program will have up to date facilities, equipment and materials to mirror business and industry.

General Grant Properties | Activity Program Decriptions and Budget | Budget | Progra... | ...provement Plans | Terms and Conditions

Grant Print

Print Whole Grant
Print Summary
Print Transmittal Page
Print Consortium Signatures
Print Improvement Plans
Close Print Window

Activites

Activity	Description		Activity Cost	Total Amount	Status
001-06-2023	B1 Career Exploration / Career Development Activities		0.00	0.00	
002-06-2023	B2 Professional Development		0.00	0.00	
003-06-2023	B5-D Equipment/Technology/Materials		0.00	0.00	
004-06-2023	B5-F Industry-Recognized Certifications		0.00	0.00	
005-06-2023	B5-O CTSO Support		0.00	0.00	

ID: 19179