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# Career Technical Education Incentive Grant Program

Provides an overview of the CTE Incentive Grant Program created by Assembly Bill 104 as part of the California State Budget Act of 2015.

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## I. Introduction

The California Career Technical Education Incentive Grant (CTEIG) program is hereby established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage the development of new career technical education (CTE) programs and enhance and maintain current CTE programs during implementation of the school district and charter school local control funding formula (LCFF) pursuant to California Education Code (EC) Section 42238.02.

## II. CTE Program Requirements

All of the following minimum requirements will be used to determine qualifying applications. Applicants CTE programs are expected to achieve full compliance with all of the following minimum requirements during the first year of funding and prior to receiving any subsequent funds.


1. Offers high quality curriculum and instruction aligned with the California CTE Model Curriculum Standards, including, but not limited to, providing a coherent sequence of CTE courses that enable pupils to transition to postsecondary education programs that lead to a career pathway or attain employment upon graduation from high school.
2. Provides pupils with quality career exploration and guidance.
3. Provides pupil support services, including counseling and leadership development.
4. Provides for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with postsecondary educational institutions, with documented formal written agreements.
5. Forms ongoing and structural industry and labor partnerships, documented through formal written agreements and through participation on advisory committees.
6. Provides opportunities for pupils to participate in after school, extended day, and out-of-school internships, competitions, and other work-based learning opportunities.
7. Reflects regional or local labor market demands and focuses on current or emerging high-skill, high-wage, or high-demand occupations.
8. Leads to an industry-recognized credential or certificate, or appropriate postsecondary training or employment.
9. Is staffed by skilled teachers (CTE credentialed teachers) or faculty and provides professional development opportunities for those teachers or faculty members.
10. Reports data to allow for an evaluation of the program.

## III. Matching Funds Requirement

The CTEIG grant requires a proportional dollar-for-dollar match as follows for any funding received from this program:

- For the first funding term, \$1.00 for every \$1.00 received from this program. For the 2015–16 application, matching funds may be based on local match expenditures starting July, 2015, until June, 2017.
- For the second funding term, \$1.50 for every \$1.00 received from this program.
- For the third funding term, \$2.00 for every \$1.00 received from this program.

The local match may include funding from school district/charter school LCFF apportionments pursuant to *EC* Section 42238.02, the federal Carl D. Perkins Career and Technical Education Improvement Act of 2006 (Perkins IV), the California Partnership Academies, the Agricultural Incentive Grant, or any other source except from the California Career Pathways Trust established pursuant to *EC* Section 53010. Failure to meet the matching funds requirement of the CTEIG, *EC* Section 53071, may result in the applicant being invoiced the entire balance of the grant.

The full text of the *EC*, sections 53010 through 53016 can be found on the [California Legislative Information Web site](#) .

## IV. Grant Timeline and Funding Base

Per *EC* Section 53070, the grant amounts will be appropriated in the following subdivisions:

- Four (4) percent is designated for applicants with average daily attendance (ADA) of less than or equal to 140
- Eight (8) percent is designated for applicants with ADA of more than 140 and less than or equal to 550
- Eight-eight (88) percent is designated for applicants with ADA of more than 550.

The 2015–16 application will cover an 18 month grant period beginning January 15, 2016, and ending June 30, 2017. Each eligible applicant will be funded based on the following data:

- ADA reporting for all the students in grades seven through twelve reported in the 2014–15 school year.
- The number of CTE participants reported in the California Longitudinal Pupil Achievement Data System (CALPADS) in the 2014–2015 school year and the items listed as positive consideration in *Education Code (EC)* Section 53075.

## V. Applicant Eligibility

A grant recipient may consist of one or more, or any combination, of the following:

- School Districts
- County Offices of Education
- Charter Schools with an active charter number
- Regional Occupational Centers or Programs (ROCPs) operated by joint powers authorities (JPAs), provided that the application has the written consent of each participating local educational agency. See the appendix for the JPA Agreement Template.

## VI. Outcomes

At the end of the grant term, awardees will be expected to generate the following deliverables:

1. As stated in the legislation, grantees will be required to report the following data aligned with the core metrics required by the federal Workforce Innovation and Opportunity Act and the quality indicators

described in the California State Plan for Career Technical Education and by the federal Perkins IV. The data to be reported includes the following:

- The number of pupils completing high school
  - The number of pupils completing CTE coursework
  - The number of pupils obtaining an industry-recognized credential, certificate, license, or other measure of technical skill attainment
  - The number of former pupils employed and the types of businesses in which they are employed
  - The number of former pupils enrolled in a postsecondary educational institution, a state apprenticeship program, or another form of job training.
  - This report data must be entered into the CALPADS system by July 31, for each grant term.
2. Annual progress report on the 10 CTE program requirements. The grantee must provide evidence of compliance or detailed explanations for not meeting any of the requirements. This report will be entered into the Program Grant Management System (PGMS) at the end of each grant term. Failure to complete this report by the designated deadline, may result in the non-renewal of the CTEIG funding and/or the generation of an invoice for the grant funds.
  3. End of project fiscal expenditure claims report including matching funds and their sources. All CTE expenditures and those of matching funds must be coded with the goal code of 3800 (Vocational Education) or 6000 (ROCP). This report must be entered into the PGMS system by September 1 following the end of the grant term.
  4. Goal Codes 3800 and 6000. The California Department of Education will run a report of each grantee's financial activity associated with the accounting goal codes of 3800 and 6000. This data will be used to verify matching funds for all CTEIG monies spent. Failure to meet the matching funds requirement could result in being invoiced for grant funds and removal from eligibility status for the renewal grant in subsequent years.

## Contact Information

For more information regarding the CTE Incentive, please contact Carolyn Zachry, Administrator, Career and College Transition Division, by phone at 916-323-5042 or by e-mail at [cteincentive@cde.ca.gov](mailto:cteincentive@cde.ca.gov).

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