



FY20 Rochester/Zumbro Education District

Prepared by Rochester/Zumbro Education District
for Minnesota State Strengthening Career and Technical Education for the 21st Century Act (Perkins V)

Submitted by Brandon Macrafc

Submitted on 05/13/2019 2:57 PM Central Standard Time

Opportunity Details

Opportunity Information

TITLE

Strengthening Career and Technical Education for the 21st Century Act (Perkins V)

DESCRIPTION

The Perkins V Grant for Career and Technical Education provides funds for approved Career and Technical Education (CTE) programs. In Minnesota, funds are distributed on the basis of state-approved career and technical education programs and appropriate teacher licensure. Programs are administered under Minnesota Rules Chapter 3505 and the federal Strengthening Career and Technical Education for the 21st Century Act (Perkins V).

The Minnesota Department of Education (MDE) approves Career and Technical Education Programs (CTE) that meet teacher licensing and other criteria. These programs are eligible to access federal Perkins V funds. Districts that accept these federal dollars must report enrollment and student proficiency for CTE courses and programs to the department.

FUND ACTIVITY CATEGORY

Education

OPPORTUNITY MANAGER

Jeralyn Jargo

OPPORTUNITY POSTED DATES

3/7/2019 5:00:00 AM

FUNDING OPPORTUNITY NUMBER

July2019

CFDA NUMBER

84.048A

PUBLIC LINK

<https://www.gotomygrants.com/Public/Opportunities/details/133af0b6-11c1-48e9-b759-9aaba9666e2c>

IS PUBLISHED

Yes

Award Information

AWARD PERIOD

07/01/2019 - 06/30/2020

EXPECTED NUMBER OF AWARDS

26

MATCHING REQUIREMENT

No

Submission Information

SUBMISSION WINDOW

03/13/2019 8:00 PM - 05/16/2019 7:00 PM Central Standard Time

SUBMISSION TIMELINE TYPE

One-Time

SUBMISSION TIMELINE ADDITIONAL INFORMATION

If, due to extenuating circumstances, you are unable to meet the May 16 deadline for submission, contact the State Director at 651-201-1650

Eligibility Information

ELIGIBILITY TYPE

Public

ADDITIONAL ELIGIBILITY INFORMATION

Pursuant to Section 134 of the Perkins V Act, to receive funds under Perkins V, a consortium must develop and submit an annual, unified, local secondary/postsecondary Perkins application and budget. The application must address secondary and postsecondary Career and Technical Education programming. The approved local application—with statement of assurance signatures—serves as the consortium's formal application for receiving Perkins funding.

Additional Information

ADDITIONAL INFORMATION URL

<http://www.minnstate.edu/system/cte/index.html>

ADDITIONAL INFORMATION URL DESCRIPTION

Minnesota State Colleges and Universities Career and Technical Education

Project Information

Application Information

APPLICATION NAME

FY20 Rochester/Zumbro Education District

TOTAL AMOUNT OF AWARD REQUESTED

\$651,739.20

Primary Contact Information

NAME

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ADDRESS

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Update, MN 55555

PHONE NUMBER

(507) 328-5780

Project Description

Summary Narrative

REFER TO YOUR FY19, SUMMARY NARRATIVES PARTS ONE AND TWO IN ANSWERING THE FOLLOWING QUESTIONS:

1) HOW DOES YOUR CONSORTIUM APPLICATION PROPOSE TO USE YOUR LOCAL NEEDS ASSESSMENT TO SUPPORT THE CAREER AND TECHNICAL PROGRAMS SELECTED?

Perkins funding continues to support CTE programs in the secondary and post secondary education settings. The strategies are aimed at providing learning opportunities for students to investigate, explore and experience training that will provide entry level skills that will be utilized in the workforce and post secondary. Professional development will produce and maintain highly skilled CTE instructors throughout our consortium. The consortium supported activities will allow students to make informed decisions about their future career plans. Programs receiving support are those that our region has shown an immediate and projected workforce need. These needs have been determined through DEED data and industry and business feedback within our communities.

The FY20 plan continues to support restructured secondary advisory committees, a continued shift toward industry-recognized technical skill assessments, a more intentional effort to provide meaningful and effective professional development for all consortium CTE instructors as well as counselors and administrators. At the secondary level resources will be devoted to developing and improving programming in the areas of Agriculture, Business, and FCS. Included in this work will be local programs of study development with post-secondary. Post-secondary will be starting a new program in Aviation in conjunction with a 4-year University and will be working with secondary partners to explore possible pathway connections.

In the spring of 2019 we held our first Consortium Advisory Committee meeting. This committee consists of secondary, post-secondary, industry, and Workforce Development Inc. members and is representative of our various stakeholders (ie. administration, instructional staff, counselors, advisors, etc.). At this meeting we solicited feedback on what we have been doing well and should continue, what we have been doing, but need to do differently, as well opportunities moving forward. Our FY20 application and plan are written in part based upon this stakeholder feedback.

2) HOW DOES YOUR CONSORTIUM APPLICATION REFLECT THE INCREASED ATTENTION ON RECRUITMENT AND RETENTION OF TEACHERS?

Secondary consortium members work closely with institutes of higher education, teacher prep programs, and the community to recruit high quality teachers that possess the education and experience to support the needs of our learners. Emphasis on ensuring high quality educators continues to be a topic of discussion at all levels, including local, state and national. Our consortium currently employs one community expert in the field of Nursing who is pursuing her Tier 2 license. Currently there is no available pathway to full licensure within Medical Careers.

Our consortium currently has several faculty members recruited from business and industry at the post secondary level. Business and industry professionals are highly recruited to classroom positions to validate teaching strategies that are reliable and required by industry. Many begin teaching as adjuncts. Another excellent source for recruitment is within the advisory committee.

3) IF YOUR CONSORTIUM IS PROPOSING MAJOR CHANGES TO YOUR FY19 SUMMARY PART ONE OR TWO IDENTIFY THE QUESTION WHOSE RESPONSE YOU ARE CHANGING AND DESCRIBE THE CHANGE BELOW.

Question 1 - At the secondary level we are including in our FY20 plan a middle school summer career academy to be held in June 2020. This will be a significant addition to our career awareness and exploration efforts.

COMMENTS FOR REVIEWER

Goal 1: Designing and Implementing Programs of Study

DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V. IN ADDITION, DOCUMENT YOUR PROGRESS AND PLANS ON DESIGNING, IMPLEMENTING, AND IMPROVING YOUR PROGRAM OF STUDY (POS). PROGRESS AND PLANS SHOULD INCLUDE PROVIDING PROFESSIONAL DEVELOPMENT, INITIATING LOCAL NEEDS ASSESSMENT, TECHNICAL SKILL ASSESSMENTS (TSAS) AND/OR INDUSTRY RECOGNIZED CREDENTIALS.

THE CONSORTIUM MUST BALANCE THE LOCAL NEEDS ASSESSMENT AND THE EXPECTATION THAT ALL LEARNERS HAVE EQUITABLE ACCESS TO CAREER OPPORTUNITIES.

THE GOAL BY 2022-2023 LOCAL APPLICATION IS TO HAVE EACH CONSORTIUM PROVIDE OPPORTUNITIES-POS- IN ALL SIX CAREER FIELDS. POS IS DEFINED AS "COORDINATED NONDUPLICATIVE SEQUENCE OF ACADEMIC AND TECHNICAL CONTENT AT THE SECONDARY TO POSTSECONDARY LEVEL."

RESOURCE: PERKINS V SECTION 3 (41). AGAIN, THE SEQUENCE MUST INCLUDE BOTH THE SECONDARY AND THE POSTSECONDARY CONTENT.

GOAL 1:

In FY20 we will begin consortium-level RPOS work in the areas of Agriculture, Business, and FCS. The process will include both a fall and spring meeting with secondary and post-secondary instructors, business and industry representatives, and consortium leadership. Each of the three focus areas will review the RPOS 10 components collaboratively. This format worked well in the past so we intend to utilize the same process in FY20.

Professional development is a significant part of our FY20 plan and includes local and regional opportunities for our instructors. Included in our plan are full day externship opportunities for secondary and post-secondary instructors, release time for RPOS collaboration, stipend pay for secondary advisory committee members, and support for instructors to attend regional program area meetings.

Our plan for initiating a local needs assessment include bi-annual meetings of our Consortium Advisory Committee, continued work with our performance and accountability indicators, and collaboration with local workforce entities like Workforce Development Inc., Chambers of Commerce, DEED, CEDA, STEM Forward, and Realtime Talent.

Our strategy to review and improve academic and technical skills is based on feedback and input from business and industry, advisory committees, and third party entities (ie. MN Centers of Excellence). Both secondary and post-secondary programs are continuing to focus on industry-recognized credentials.

Secondary is administering the following TSAs:

- Precision Exams - Accounting and Agriculture
- Nursing Assistant (Minnesota Department of Health) - Health Sciences
- ServSafe - FCS
- PLTW end of course exams - Engineering, Biomedical
- ASE Student - Automotive
- OSHA-10 Hour - Construction

PS TSAs are provided as an attachment.

COMMENTS FOR REVIEWER

Goal 2: Partner with business industry, and local communities

- **DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V.**
- **EXAMPLES SHOULD INCLUDE, ADVISORY COMMITTEES, PARTNERSHIPS WITH ADULT BASIC EDUCATION (ABE), BUSINESS AND INDUSTRY, WORKFORCE CENTERS, AND CAREER AND TECHNICAL EDUCATION STUDENT ORGANIZATIONS (CTSOS).**
- **EXPERIENTIAL LEARNING AND FORMAL WORK-BASED LEARNING EXPERIENCES WITH BUSINESS AND INDUSTRY SHOULD BE DOCUMENTED.**

GOAL 2:

Secondary - Based upon feedback from our FY19 Advisory Committee structure, we are moving away from consortium-wide committees and will be focusing on local committees so as to engage local business and industry in the process to a higher degree. We will also be engaging business and industry as partners in a new Culinary showcase.

Consortium - We have started and will continue meeting with our Consortium Advisory Committee, which includes business and industry representatives as well as Workforce Development Inc. We will also continue to include business and industry in our Programs of Study work with FY20 focusing on Horticulture/Veterinary, Marketing/Finance, and Child/Human Development.

COMMENTS FOR REVIEWER

Goal 3: Improve Service to Special Populations

- **DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V NOTING THE NEW CATEGORIES OF SPECIAL POPULATIONS.**
- **IN ADDITION, DOCUMENT YOUR STRATEGIES TO ENSURE ACCESS AND SUCCESS OF NONTRADITIONAL AND SPECIAL POPULATES IN CTE.**
- **EXAMPLES SHOULD INCLUDE PROFESSIONAL DEVELOPMENT AROUND CAREER ADVISEMENT, CULTURALLY COMPETENT CURRICULUM REVISIONS, AND OUTREACH EFFORTS TO RECRUIT AND RETAIN SPECIAL POPULATIONS OF STUDENTS.**

RESOURCE: PERKINS V SECTION 3 (48)

SPECIAL POPULATIONS: INDIVIDUALS WITH DISABILITIES, ECONOMICALLY DISADVANTAGED INCLUDING LOW INCOME YOUTH AND ADULTS, INDIVIDUALS PREPARING FOR NON-TRADITIONAL FIELDS, SINGLE PARENTS INCLUDING SINGLE PREGNANT WOMEN, OUT OF WORKFORCE INDIVIDUALS, ENGLISH LEARNERS, HOMELESS INDIVIDUALS, YOUTH WHO ARE IN OR HAVE AGED OUT OF FOSTER CARE SYSTEM, YOUTH WITH A PARENT WHO IS A MEMBER OF THE ARMED FORCES AND IS ON ACTIVE DUTY.

GOAL 3:

Secondary - We will be introducing a Middle School Summer Career Academy which will target non-traditional and special population students. We are also engaging a local Women in Industry group in an attempt to learn from and collaborate with this demographic. We would also like to do some intentional connecting with special population students during CTE Month.

Post-Secondary - We will continue to identify special population students for career awareness and exploration events like our Spring Career Pathways Expo. Ongoing support will continue to be provided for enrolled special population students.

COMMENTS FOR REVIEWER

Goal 4: Continuum of Service Provision for Enabling Student Transitions

DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V.

EXAMPLES SHOULD INCLUDE EARLY COLLEGE CREDIT OPPORTUNITIES, ARTICULATION AGREEMENTS, CAREER AND COLLEGE READINESS ACTIVITIES, TRANSITION OF ADULT LEARNERS INTO THE WORKFORCE, AND BROKERING WITH OTHER CONSORTIA.

GOAL 4:

Secondary - We continue to review existing articulations and seek opportunities for additional articulations. Our FY20 plan includes time and fiscal support for career exploration and awareness opportunities (ie. STEAM Summit, Career Fairs, Career Tree Development, STEM Forward, etc.). We are also committed to growing our collaboration with neighboring consortia (secondary and post-secondary). During the FY20 grant we intend to participate in the following regional activities: Program Area Meetings, Culinary Showcase, and School Counselor professional development.

Post-Secondary - We are in the process of reviewing all of our articulation agreements to ensure they are up-to-date and meet student needs. We will continue to look for opportunities to add early college options for students through local agreements.

COMMENTS FOR REVIEWER

Goal 5: Consortium Governance

DESCRIBE YOUR CONSORTIUM'S CONFIGURATION, SYSTEMS, AND OPERATIONS. PUTTING STUDENTS' NEEDS FIRST, WHAT ACTIONS WILL YOU TAKE DURING THE TRANSITION YEAR TO ADDRESS THE 2020 CONSORTIA CRITERIA?

BE BOLD, INNOVATIVE, AND FOCUSED ON CONTINUOUS IMPROVEMENT AND PROVIDING EQUITABLE ACCESS.

IN THE 2020 MINNESOTA 4-YEAR STATE APPLICATION CONSORTIUM IS DEFINED AS HAVING:

- **IN THE 2020 MINNESOTA 4-YEAR STATE APPLICATION CONSORTIUM IS DEFINED AS HAVING:**
- **MINIMUM OF ONE SCHOOL DISTRICT + ONE POSTSECONDARY MINNESOTA STATE COLLEGE**
- **MINIMUM OF 6 PROGRAMS OF STUDY**
 - **OF THESE 6 PROGRAMS OF STUDY, A MINIMUM OF 4 CAREER FIELDS MUST BE REPRESENTED**
 - **ALL COMPONENTS OF 3 OF THE 4 POS BY CAREER FIELD MUST BE PROVIDED WITHIN THE CONSORTIUM (IN OTHER WORDS ONLY 1 OF THE 4 POS CAN BE BROKERED.)**
- **GREATER THAN 1000 CTE PARTICIPANTS AT THE SECONDARY LEVEL (BASED ON MOST RECENT DATA YEAR) OR GREATER THAN 1800 FYE AT THE POSTSECONDARY LEVEL (BASED ON MOST RECENT DATA YEAR)**

GOAL 5:

Consortium Leadership team consists of one post-secondary coordinator and two secondary coordinators. The leadership team meets monthly and additionally as needed. We maintain a shared folder for meeting agendas and minutes, equipment lists, consortium contacts, articulations, calendar of events, and consortium governance documents. As much as possible, the leadership team attempts to travel to consortium secondary districts to meet with and listen to administration, counselors, and CTE instructors.

During the 2018-2019 school year we established a Consortium Advisory Committee that consists of representative stakeholders including business and industry. This committee meets twice annually to review consortium needs as well as to provide feedback to the leadership team on what we are doing well, what we need to update, and what we need to add to our programming.

During the transition year we plan to finalize consortium programs of study in the areas of Child and Human Development (FCS), Horticulture and Veterinary Studies (Agriculture), and Marketing and Finance (Business/Marketing).

While we currently meet the CTE participation criteria, we will continue to seek ways to attract and engage additional participants within our career pathways.

COMMENTS FOR REVIEWER

Workforce Center Collaboration

ENTER INFORMATION INTO THIS TABLE AS IT APPLIES TO YOUR CONSORTIUM. THIS TABLE DOES NOT SELF-TABULATE. ADD TOTALS FROM POSTSECONDARY TOTAL (LINE 3) AND SECONDARY (LINE 6) AND ENTER THAT FIGURE IN TOTAL (LINE 7). IF THERE IS NO TOTAL OR DOLLAR AMOUNT IN A LINE, ENTER ZERO (0) IN THE CORRESPONDING SPOT.

WORKFORCE CENTER COLLABORATION

	Total(s)
(POSTSECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	3000
(POSTSECONDARY) Estimated expenditure/in-kind contributions used in collaboration with workforce Centers	0
Postsecondary Subtotal	3000
(SECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	0
(SECONDARY) Estimated expenditures/in-kind contributions used in collaboration with WorkForce Centers	1000
Secondary Subtotal	1000
TOTAL	4000

COMMENTS FOR REVIEWER

Perkins Funded Positions

THIS SECTION ONLY REQUIRES THAT YOU PROVIDE NAMES AND POSITIONS FOR PERKINS FUNDED POSITIONS. UPLOAD THE POSITION DESCRIPTIONS FOR EACH INDIVIDUAL YOU IDENTIFIED IN THE TABLE. IF YOU HAVE MORE POSITION DESCRIPTIONS THAN ALLOWED IN THE SPACE BELOW, ATTACH THEM TO THE END OF THE APPLICATION.

LIST ALL PERKINS PARTIALLY- AND FULLY- FUNDED POSITIONS. INDICATE WHETHER THAT POSITION IS SECONDARY OR POSTSECONDARY AND THE PERCENTAGE OF TIME THAT POSITION IS FUNDED BY PERKINS AND THE AMOUNT FUNDED BY PERKINS.

PERKINS FUNDED POSITIONS

Name	Position	Secondary/Postsecondary	File Folder # (Secondary)	Percentage of Time	Amount
Brandon Macrafc	Principal On Special Assignment - CTECH	Secondary	380808	25%	\$44,768
Kay Frick	ZED Perkins Coordinator	Secondary	251906	100%	\$40,000
Alison Newman	Byron Facilitator	Secondary	421341		\$500
Jennifer Fleming	Blooming Prairie Facilitator	Secondary	414565		\$500
Dorien Grav	Hayfield Facilitator	Secondary	326771		\$500
Aaron Davis	Kasson-Mantorville Facilitator	Secondary	408965		\$500
Tyler Baker	Pine Island Facilitator	Secondary	464237		\$500
Katie Morlock	Stewartville Facilitator	Secondary	418979		\$500
Robert Ickler	Triton Facilitator	Secondary	419880		\$500
Lori Jensen	Interim Dean of Career and Technical Education	Postsecondary			\$84629.76
TBD	Academic Adviser - CTE	Postsecondary			\$58328.03
Jennifer Dahle	Nursing Academic Advisor	Postsecondary			\$52149.45

COMMENTS FOR REVIEWER

ATTACH ALL POSITION DESCRIPTIONS AS .PDF DOCUMENTS PRIOR TO SUBMITTING THIS APPLICATION

POSITION DESCRIPTION

PrincipalonSpecialAssignment

POSITION DESCRIPTION

FY20 PerkinsCoordinatorJobDescription

POSITION DESCRIPTION

_FacilitatorsJobDiscription19-20

POSITION DESCRIPTION

LoriJensenPD

POSITION DESCRIPTION

TBD Academic Advisor CTE

POSITION DESCRIPTION

academicadvisornursingPositionDescriptionJD

POSITION DESCRIPTION

POSITION DESCRIPTION

POSITION DESCRIPTION

POSITION DESCRIPTION

POSITION DESCRIPTION

POSITION DESCRIPTION

Programs of Study- Career Pathway 1

Career Pathway 1

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Engineering, Manufacturing, and Technology

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Science, Technology, Engineering, and Mathematics

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Engineering and Technology

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Computer Aided Drafting

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Rochester Century - 171710

Rochester John Marshall - 171710

Rochester Mayo - 171710

Kasson-Mantorville - 171710

Byron -171710

Pine Island - 171710

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Rochester Community and Technical College

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	PLTW Intro to Engineering Design End of Course Exam	PLTW Principles of Engineering End of Course Exam
Licensure		
Certification		
Industry Recognized Credential		

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S):

Academic Award		
TSA		
Licensure		
Certification		
Industry Recognized Credential	SOLIDWORKS Associate (CSWA)	SOLIDWORKS Professional (CSWP)

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED):

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 2

Career Pathway 2

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Business, Management, and Administration

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Finance

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Accounting

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Business Accounting

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Rochester Mayo -140100

Rochester John Marshall - 140100

Rochester Century -140100

Triton - 140100

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Rochester Community and Technical College

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S)

TSA	Precision Exam - Accounting II (212)
Licensure	
Certification	
Industry Recognized Credential	

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award		
TSA		
Licensure		
Certification	Accreditation Council for Accountancy	Taxation Accredited Tax Preparer
Industry Recognized Credential		

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 3

Career Pathway 3

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Agriculture, Food, and Natural Resources

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Agriculture, Food, and Natural Resources

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Animal Systems

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Agriculture

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Career and Technical Education Center at Heintz (CTECH) - 019910

Pine Island - 010001

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Rochester Community and Technical College

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	Precision Exam - Small and Companion Animal	Precision Exam - Veterinary Assistant
Licensure		
Certification		
Industry Recognized Credential		

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- ACADEMIC AWARD: ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA,

DEGREE)

- **TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)**
- **LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)**
- **CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)**
- **INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)**

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	
Licensure	
Certification	Veterinary Technician National Exam
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 4

Career Pathway 4

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Health Science Technology

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Health Science

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Nursing Services

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Health Sciences Nursing Assistant Theory and Clinical

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

CTECH - 070303

Byron - 070303

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

RCTC

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	
Licensure	
Certification	MN Department of Health Nursing Assistant and Home Health Aide
Industry Recognized Credential	

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- ACADEMIC AWARD: ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)

- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	
Licensure	
Certification	MN Department of Health Nursing Assistant
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 5

Career Pathway 5

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Engineering, Manufacturing, and Technology

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Architecture and Construction

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Construction

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Carpentry

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

CTECH - 171000

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

RCTC

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	
Licensure	
Certification	
Industry Recognized Credential	Career Safe OSHA-10

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- ACADEMIC AWARD: ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)

- **CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)**
- **INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)**

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	NOCTI - Carpentry
Licensure	
Certification	
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 6

Career Pathway 6

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Engineering, Manufacturing, and Technology

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Transportation, Distribution, and Logistics

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Facility and Mobile Equipment Maintenance

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Automotive Technician

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Rochester John Marshall -170302

Rochester Mayo -170302

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

RCTC

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL

TSA	
Licensure	
Certification	
Industry Recognized Credential	ASE - Entry Level

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- ACADEMIC AWARD: ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)

- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award	
TSA	Automotive Service Technology Brakes
Licensure	
Certification	
Industry Recognized Credential	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Programs of Study- Career Pathway 7

Career Pathway 7

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Agriculture, Food, and Natural Resources

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Agriculture, Food, and Natural Resources

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- **TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)**
- **LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)**
- **CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)**
- **INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)**

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	
Licensure	
Certification	
Industry Recognized Credential	

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD: ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)**
- **TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)**
- **LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)**
- **CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)**
- **INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)**

NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

Academic Award				
TSA				
Licensure				
Certification				
Industry Recognized Credential				

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

Additional Documentation

ADDITIONAL DOCUMENTATION MAY BE UPLOADED HERE. THE REQUIRED UPLOADS ARE: STATEMENTS OF ASSURANCE, SECONDARY SUPPLEMENT BUDGET, AND CONSORTIUM CONSOLIDATED EQUIPMENT INVENTORY. STATEMENTS OF ASSURANCE SHOULD BE COMBINED AND UPLOADED AS ONE SINGLE PDF. THE REMAINING FIELDS ARE AVAILABLE AS NEEDED IF APPLICANTS HAVE ADDITIONAL MATERIAL TO SHARE.

STATEMENTS OF ASSURANCE:

Assurances

SECONDARY SUPPLEMENTAL BUDGET:

FY20 Rochester.ZED Perkins Secondary Budget Summary spreadsheet

CONSORTIUM CONSOLIDATED EQUIPMENT INVENTORY

Consortium Equipment List

ADDITIONAL MATERIAL:

ADDITIONAL MATERIAL:

ADDITIONAL MATERIAL:

Budget

Proposed Budget

	Grant Funded	Total Budgeted
Goal 1		
Postsecondary Equipment	\$120,302.35	\$120,302.35
Postsecondary Non-Personnel	\$15,000.00	\$15,000.00
Subtotal	\$135,302.35	\$135,302.35
Goal 2		
Postsecondary Non-Personnel	\$10,000.00	\$10,000.00
Subtotal	\$10,000.00	\$10,000.00
Goal 3		
Postsecondary Non-Personnel	\$15,000.00	\$15,000.00
Subtotal	\$15,000.00	\$15,000.00
Goal 4		
Postsecondary Non-Personnel	\$15,000.00	\$15,000.00
Postsecondary Personnel (Salary and Benefits)	\$110,477.48	\$110,477.48
Subtotal	\$125,477.48	\$125,477.48
Goal 5		
Postsecondary Non-Personnel	\$20,000.00	\$20,000.00
Subtotal	\$20,000.00	\$20,000.00
Goal 5		
Postsecondary Admin (5% max)	\$15,000.00	\$15,000.00
Postsecondary Personnel (Salary and Benefits)	\$140,000.00	\$140,000.00
Subtotal	\$155,000.00	\$155,000.00
Total Proposed Cost	\$460,779.83	\$460,779.83

Proposed Budget Narrative

Goal 2

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

Goal 5

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

Goal 1

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

Goal 4

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

Goal 3

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)