



PERKINS NON-TRADITIONAL EMPLOYMENT AND TRAINING GRANT

2023-2024 GRANT GUIDELINES

Workforce Education Department
Washington State Board for Community and Technical Colleges
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Olympia, WA 98504
SBCTC.edu

The Washington State Board for Community and Technical Colleges reserves the right to make changes to this document due to, but not limited to, federal, state, or local legislation or policy changes.

Deadlines and Milestones

Milestone	Dates (subject to change)
Applications available in OGMS	April 13, 2023
Applications due for first consideration	May 11, 2023
Billing deadline for all expenses incurred through September 30, 2023	October 31, 2023
Last day to apply for a grant (contingent upon available funds)	November 30, 2023
Billing deadline for all expenses incurred through December 31, 2023	January 31, 2024
Billing deadline for all expenses incurred through March 31, 2024	April 30, 2024
Final budget revision deadline	June 15, 2024
Projected end date of grant	June 30, 2024
Billing deadline for all expenses incurred through June 30, 2024	July 15, 2024
Final report due	July 31, 2024

Grant Contacts

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Overview

Perkins V defines non-traditional fields as “occupations or fields of work, such as careers in computer science, technology, and other current and emerging high skill occupations, for which individuals from one gender comprise less than 25 percent of the individuals employed in each such occupation or field of work.” Per Washington’s Perkins V State Plan, SBCTC will utilize the National Alliance for Partnerships in Equity’s Non-Traditional Occupations Crosswalk to identify eligible programs associated with non-traditional fields and occupations. This resource is available at: <https://napequity.org/nontraditional-occupations-crosswalk/>. Non-Traditional Gender Employment & Training funds support projects to improve non-traditional enrollment and completion in career and technical education (CTE) programs.

Who May Apply

This grant is open to community and technical colleges in Washington State as defined under [RCW 28B.50.030](#).

How Does the Provider Apply

Access the 2023-24 Perkins Non-Traditional Employment and Training grant application through the Online Grant Management System ([OGMS](#)).

If you do not have an account, contact your organization’s [Security Contact](#) for access; you will also need your Security Contact to give you permission for FY24.

Submit completed grant applications to the SBCTC through OGMS no later than May 11, 2023, at 11:55 p.m. SBCTC staff is available for assistance until 4:00 p.m. on May 11, 2023.

Application Process

With the transition to Perkins V and implementation of a new State Plan, Non-Traditional Employment & Training Grant funds have been decreased to \$30,000 for the CTC system. Consequently, the grant has been made competitive, but there is no longer a \$5,000 cap on non-traditional projects as they will be evaluated and approved based upon the need, scope, reach, and impact articulated in the applications. For first consideration, applications must be submitted by May 11, 2023. If funding is still available after the initial grant approval period, SBCTC will notify colleges of the opportunity to apply for it.

Application responses should be descriptive and thorough, but succinct. If revisions or additional details are required, feedback from SBCTC will be provided in OGMS. While colleges are still encouraged to share and adopt promising practices across the system, all projects supported with Non-Traditional funds should be adapted to fit the college proposing them and described accordingly within the application. Colleges are encouraged to partner with business and industry, labor, neighboring colleges, dual-credit consortia, or secondary schools to fund larger projects. All projects must address measurable outcomes in the application and final report.

We suggest writing responses to application questions in a word processing program and pasting the application content into OGMS. This will help ensure you do not lose any content if the OGMS application times out.

The assurances document that your college signed and uploaded to your 2023-24 Perkins Plan grant application applies to this grant as well.

Disclaimer

SBCTC reserves the right to refrain from granting to any or all applicants. Additionally, SBCTC reserves the right to add additional grant requirements to applicants meeting minimum criteria to receive funds but that are deemed to be higher risk grantees. Additional requirements may include, but are not limited to, additional reporting requirements or additional monitoring to assess the applicant's ability to adhere to grant requirements. Any additional requirements will be outlined for individual applicants prior to applicants accepting any resulting grant funding.

Funding

Funding for 2023-24

A total of \$30,000 is available. Funds depend on federal budgets and Workforce Training and Education Coordinating Board (WTECB) policy.

Non-traditional funds are available July 1, 2023, and must be expended by June 30, 2024.

Grant funds will not pay for costs incurred prior to the grant approval date or before July 1, 2023, whichever is later.

Use of Funds

Funds may NOT be used solely for brochures and posters. These items may only be funded as part of a deliberate strategy and/or program or event.

Funds may not be used for promotional (giveaway) items, banners, displays and tablecloths. For more information, please refer to the Fiscal Guidelines for this application.

Reporting

A final report must be submitted to the SBCTC no later than July 31, 2024. The Year-End Report link will be posted on the SBCTC website and emailed. Final reports will be submitted online through a digital platform (Google Forms, SurveyMonkey, etc) and not submitted through OGMS.



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