Fort Peck Community College

Prepared by Fort Peck Community College
for Montana University System, Office of the Commissioner of Higher Education 2023-2024 Perkins Local Application

Submitted by Robyn Baker

Submitted on 06/28/2023 11:01 AM Mountain Standard Time

Opportunity Details

Opportunity Information

Title
2023-2024 Perkins Local Application

Description
The Strengthening Career and Technical Education for the 21st Century Act (Perkins V) was signed into law on July 31, 2018. This bipartisan measure reauthorized the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) and continued Congress' commitment in providing nearly $1.3 billion annually for career and technical education (CTE) programs for our nation's youth and adults.

Awarding Agency Name
Montana University System, Office of the Commissioner of Higher Education

Agency Contact Name
Jacque Treaster

Agency Contact Phone
(406) 449-9135

Agency Contact Email
jtreaster@montana.edu

Fund Activity Categories
Education

Opportunity Manager
Jacque Treaster

Assistance Listings Number
84.048A

Public Link
https://www.gotomygrants.com/Public/Opportunities/Details/e6485907-1dfb-4c99-b9df-9e0df1ac28a3

Is Published
Yes

Funding Information

Total Program Funding
$3,000,000.00

Funding Sources
Federal Or Federal Pass Through

Funding Restrictions
https://www.mus.edu/Perkins/nonallowable.html

Award Information

Award Period
07/01/2023 - 06/30/2024

Indirect Costs Allowed

Yes

Indirect Cost Rate

5.00 %

Restrictions on Indirect Costs

Yes

Citation Governing Indirect Cost Restriction

Federal Guidelines state that no more than 5% of project funds can go to administration and indirect costs.

Matching Requirement

No

Submission Information

Submission Timeline Type

One Time

Application Review Start Date / Pre-Qualification Deadline

05/26/2023 12:00 AM

Question Submission Information

Attachments

- Perkins Local Application Guide 23-24 Final

Eligibility Information

Eligibility Type

Public

Eligible Applicants

- Public and State controlled institutions of higher education
- Native American tribal governments (Federally recognized)

Additional Eligibility Information

Additional Information

Additional Information URL

https://www.mus.edu/Perkins/resources.html

Additional Information URL Description

Please go to the Montana University System Perkins Resources website for more information on the Perkins Local Application, include FAQs, a list of non-allowable expenses, the Montana Perkins V State Plan, CLNA information, 6 Local Use of Funds, Perkins Local RFP Guide, other Perkins, CTE, and federal resources.

Award Administration Information

State Award Notices

The following is a listing of regulations applicable to Perkins Programs:

Education Department General Administrative Regulations
https://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html

Administrative and National Policy Requirements

34 CFR Part 76 (State-Administered Programs).
34 CFR Part 77 (Definitions that Apply to Department Regulations).
34 CFR Part 79 (Intergovernmental Review of Department of Education Programs and Activities).
34 CFR Part 80 (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments).
• 2 CFR 200 most current guidance found in PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

The required postsecondary core indicators of performance for each grant cycle are established by state Perkins staff and the U.S. Department of Education. The purpose of the indicators are to assess the effectiveness of the state Perkins Program, along with its individual institutions, in achieving statewide progress in CTE, and to optimize the return on investment of federal funds in CTE activities.

Accountability Report Card.
Prior to awarding federal funds each year, the Perkins Program Manager will provide a "Report Card" showing state level performance, performance measurements for each individual college. Factors evaluated will be: Amount of award vs. expenditure (Amount of returned funds).

Meeting performance expectations:
Using the above-mentioned data, the Perkins Program Manager will also determine whether or not specific award conditions/restrictions are necessary. Additional award conditions/restrictions may include (2 CFR 200.208)

• Withholding authority for quarterly reimbursement due to inaccurate fiscal supporting documentation
• Withholding authority to proceed with programmatic activities until evidence of acceptable performance is provided
• Requiring more detailed financial reports, supporting documentation or explanation of expenditures
• Requiring the non-Federal entity to obtain technical or management assistance
• Establishment of a prior approval process before budget changes or new expenditures of any kind
• Submission of federally required Time and Effort reports of all personnel whose salary is covered by Perkins funds
• Requesting and reviewing minutes taken from CTE Advisory Board Meetings or required CLNA stakeholder consultations (Section 134 (d) Perkins V)

34 CFR Part 81 (General Education Provisions Act—Enforcement).
34 CFR Part 82 (New Restrictions on Lobbying).
34 CFR Part 84 [Government Requirements for Drug-Free Workplace (Financial Assistance)].
34 CFR Part 85 [Government wide Debarment and Suspension(Non-procurement].
34 CFR Part 86 (Drug and Alcohol Abuse Prevention).
34 CFR Part 99 (Family Educational Rights and Privacy).

Reporting

If additional award conditions/restrictions are required, the Perkins Program Manager will notify the College of:

• The reason why the additional conditions/restrictions are being imposed
• The nature of the action needed to remove the conditions/restrictions
• The time allowed for competing the actions
• The method for requesting reconsideration of conditions/restrictions

Performance Expectations:
Each institution is responsible for meeting or exceeding the negotiated
performance levels. All projects/programs funded by Perkins must be related to a measurable performance outcome that demonstrates cost effectiveness and is tied directly to one of the following three indicators:

• 1P1 – Postsecondary Retention and Post-Program Placement [10]
• 2P1 – Earned Recognized Postsecondary Credential
• 3P1 – Nontraditional Program Completion

Evaluation methods should be designed to provide feedback regarding process toward attaining required performance levels. Institutions who do not meet negotiated performance levels will be required to submit a local improvement plan along with the following year's Perkins application.

LEA's awarded this funding are also subject to quarterly program performance and fiscal compliance

• Submitting applications and amendments prior to stated deadlines.
• Program staff attendance at state-level professional development/trainings

• Regular attendance on monthly webinars/Perkins Coordinator Check-In conference calls
• Providing quarterly fiscal and supporting documents reports by deadlines
• Limiting budget amendments during the fiscal year
• Providing quarterly Performance Plan Narrative reports in AmpliFund by deadlines
• Submitting a final program report on projects activities, populations served, and outcomes achieved at year end
• Submission of final budget amendments prior to May 1st, 2024.

State Awarding Agency Contacts

Other Information

Eligibility and Duration
One-year grant awards are available through an annual application process to:

• Tribal colleges, two-year colleges, and community colleges who have been in good standing with their Local application funds for two years prior with a indication of a strong performance history and appropriate internal controls. This includes adhering to grant application and reporting deadlines, submitting data, 2 CFR UGG guidance and all Perkins and Civil Rights monitoring.

Project Information

Application Information

Application Name
Fort Peck Community College

Award Requested
$131,721.56

Total Award Budget
$131,721.56

Primary Contact Information

Name
Robyn Baker

Email Address
rbaker@fpcc.edu

Address
605 Indian Street
Poplar, MT 59255

Phone Number
406 768 6312

Project Description

Part 1. Additional Contact Information

Overview

Perkins Local Grant Contact

Holly Gederos

hgederos@montana.edu

(406) 449-9128

Campus Information

Campus Name

| Fort Peck Community College ▼ |

Campus Fiscal Manager

Provide the contact information for the fiscal manager who will be processing Perkins funds disbursement.

Last Name
  Atkinson

First Name
  Rose

Is the Fiscal Manager's mailing address different than above?
○ Yes
◉ No

Fiscal Phone Number
  4067686317

Fiscal Phone Extension

Fiscal Fax Number

Fiscal Email Address
  ratkinson@fpcc.edu

Additional Perkins Contacts

Please provide email addresses, names and titles of people on your campus to be notified of grant issues.

Additional Perkins Contacts

	Name	Title	Email Address
Contact 1	Breanna Buckles	Grants Manager	bbuckles@fpcc.edu
Contact 2			
Contact 3			
Contact 4			

	Name	Title	Email Address
Contact 5			
Contact 6			
Contact 7			
Contact 8			

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Part 2. Background - Community and Workforce

Comprehensive Local Needs Assessment

Upload your comprehensive local needs assessment.
Montana CLNA Worksheets Master 23-24.xlsx

Background Information

1. Please provide a brief summary of the results of your Comprehensive Local Needs Assessment and what CTE course offerings and/or activities you will be targeting in this application. Be sure to include how the results of the CLNA informed the selection of the specific career and technical education programs and activities selected to be funded and a description of any new programs of study you plan to develop and submit to the State for approval based on CLNA findings.

Fort Peck Community College has several meeting individuals that assist in identifying academic programming needs for the Fort Peck Indian Reservation Community.

First, the board of directors not only serves as a board to provide oversight to the college, but the board also has several members who represent various entities on the reservation. The current board members represent the Fort Peck Tribes, local school districts, the Tribal Courts, and the community. The members have a pulse on the needs of the areas they represent and provide input for all academic programming.

Next, the faculty of FPCC serve as advisors for developing targeted programs and ensuring all programming meets industry needs and, if possible, can be a transferrable degree. Faculty meet twice each academic year during orientation and review programs on a staggered basis for accreditation standards.

Finally, local school districts provide FPCC with information related to Dual Credit and Early College courses, and FPCC serves on their PERKINS advisory council.

Critical CTE programs include Accounting Technician, Business Technology, Criminal Justice, Automotive, Truck Driving, Welding, and Technology-related programs. Advisors suggest that jobs related to CTE are left open until filled and, in many cases, are continuously open.

2. Please provide a brief description of how your campus will, in collaboration with local workforce development partners, provide a series of career exploration and career guidance activities including: (A) career exploration and career development coursework, activities, or services; (B) career information on employment opportunities that incorporate the most up-to-date information on high skill, high-wage, or in-demand industry sectors or occupations, as determined by the CLNA; and (C) an organized system of career guidance and academic counseling to students before enrolling and while participating in a career and technical education programs.

Fort Peck Community College, in collaboration with the Fort Peck Tribes, State of Montana Local Job Services, and area school districts, hosts several activities throughout the academic year to promote career opportunities and guidance. Fort Peck Community College co-sponsors career fairs on and off-campus and provides career exploration to local school districts across the reservation. In addition to the sponsored activities, all students enrolled in CTE programs are provided career awareness and workforce development through a series of monthly educational activities conducted by Fort Peck Community College staff.

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Part 3. Background - Student Populations

Background Information

3. Please provide a brief description of how your campus will improve the academic and technical skills of students participating in CTE programs.

In addition to in-person course delivery, FPCC was approved by NWCCU to offer distance education courses FPCC will improve the academic and technical skills providing students enrolled in CTE programs, including Criminal Justice, Business Technology, Business Administration, Accounting Technician, Communication Technology, Business Assistant, Digital Technology, Information Technology, Automotive Technology, Welding, and Truck Driving with hands-on learning activities that support the skills required for these professions.

FPCC would like to add a CTE Student Success Coordinator position to ensure student success and completion in the CTE programs. Doing so will improve students' overall academic success in CTE programs.

4. Please explain how your campus will provide activities to prepare special populations for high-skill, high-wage, or in-demand occupations; prepare CTE participants for non-traditional fields; provide equal access for special populations to CTE courses, programs, and programs of study; and ensure that members of special populations will not be discriminated against. Include how students, including students who are members of special populations, will learn about their school's career and technical education course offerings and whether each course is part of a career and technical education program of study.

FPCC has various programs within the institution and external partners that bring educational opportunities to students across the reservation. These opportunities include career fairs at local schools, where speakers are identified to talk about CTE trades. Fort Peck Community College also promotes the school's CTE programs through various events throughout the academic year to promote the CTE programs. These include career fairs and cultural events hosted by FPCC and the Fort Peck Tribes.

5. Please provide a description of the work-based learning opportunities for students participating in CTE programs and how your campus will work with representatives from employers to develop or expand work-based learning.

FPCC offers multiple Associate of Applied Science and Certificate degrees to students in the CTE programs. These CTE programs incorporate hands-on learning and experiential opportunities. Faculty in these programs have collaborated with the Fort Peck Tribes and local businesses to identify potential internships for FPCC students. For example, the Truck Driving program partners with the local Sand and Gravel business. All students who complete their CDL are offered a job and provided onsite training.

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Part 4. Background - Campus Performance

Background Information

6. Please outline how your campus will provide students participating in CTE the opportunity to gain postsecondary credit while still attending high school.

Fort Peck Community College partners with all the local high schools across the Fort Peck Indian Reservation to offer dual credit opportunities for all students while attending high school. The Poplar, Wolf Point, Westby, and Scobey School Districts currently offer dual credits for students. Frazer and Brockton take advantage of early college opportunities through distance delivery. Students can enroll in courses and stay on school property to complete online coursework.

7. Please identify how your campus supports the recruitment, preparation, retention, and training, including professional development, of teachers, faculty, administrators, and specialized instructional support personnel.

Fort Peck Community College is committed to providing faculty, staff, and administrators with professional development opportunities. FPCC partners with other Montana Tribal Colleges to provide technology training to improve distance delivery methods for all instructional coursework. In addition to this opportunity, the FPCC Board of Directors promotes professional development opportunities by allocating professional development funding support for all faculty, administration, and staff. Individuals are encouraged to present professional development opportunities to their supervisor, who will, in turn, request approval from the FPCC president.

8. Please outline how your campus will address disparities or gaps in performance between groups of students in each of the plan years, and if no meaningful progress has been achieved prior to the third program year, a description of the additional actions that will be taken to eliminate these disparities or gaps.

Fort Peck Community College is committed to addressing disparities in performance gaps. Fort Peck Community College, Student Services Department, provides tutoring for all students, and the new recruitment/retention officer meets with students to identify existing gaps. Most if not all, students complete programs within **200%** time at FPCC, which is common amongst TCUs. If disparities still exist, FPCC will meet with the student to review the advising plan and incorporate a student learning plan for completion.

FPCC has established regional and national peers. The college collects and presents information for persistence, completion, retention, and post-graduation success in its annual assessment report. New to the accreditation process are indicators for student achievement. FPCC has developed a process to review student achievement indicators by race, ethnicity, age, gender, socioeconomic status, first-generation college student, and other meaningful categories that may help promote student achievement and close barriers to academic excellence and success. These indicators are presented in the annual assessment report available during the summer of each year.

9. Please summarize levels of performance for your campus during the previous year for each of the following core indicators of performance: 1P1-Postsecondary Retention and Placement; 2P1-Credential, Certificate or Diploma; 3P1-Non-traditional Program Enrollment. You should identify your campus performance in relation to the state goal (provided in your campus Perkins report card).

State goals on the Perkins report card indicate that retention and post-secondary placement are 84%. The FPCC report card suggests that 36% of the students remained in post-secondary education after the 2nd quarter of completion, 100% received a post-secondary credential within one year, and 29% of CTE programs lead to nontraditional fields. Overall, FPCC met the goals in 75% of the Perkins V Indicators.

In the 22-23 academic year, the unduplicated headcount in fall 2022 was 706, and in spring 2023 was 713. There was a total of 85 graduates in May 2023. Of those 85 graduates, 63 students graduated with CTEs.

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submitted until all pages are marked as complete.
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Part 5. Project Justification

Project Narrative Directions

Campuses may submit up to 50 projects for their allocation of local funds. When you're finished adding all requested projects, **SCROLL ALL THE WAY TO THE BOTTOM OF THE PAGE** and click **Mark as Complete.**

An application cannot be submitted until all pages are marked as complete.

Not finished with this page yet? Scroll to the bottom of the page and click **Save** or **Save & Continue** to fill out the missing information at a later time.

Project 1

Project 1 Title
CTE Student Success Coordinator/Dual Credit

Project 1 Begin Quarter
| Q 1 ▾ |

Project 1 End Quarter
| Q 4 ▾ |

1 - Project Summary* Must include (1) a specific description of project activities and (2) clear project budget details demonstrating math. Budget details MUST match budget template line items

The CTE Student Success Coordinator position will be part time position for the academic school year. The coordinator will develop and implement academic and non-academic support to CTE students enrolled at FPCC. In AY 22-23, 221 students were enrolled in the fall and 215 students in the spring identified as students seeking degrees in CTE programs, and while the number of graduates is great, data suggests that support services for successful completion would be beneficial to CTE students. The CTE Student Success Coordinator/Dual Credit description of duties will consist of: counseling CTE students on academic and career issues; problem-solving; life planning; financial literacy; facilitating contacts between CTE students and FPCC staff; conducting needs assessment and preparation of education plans; monitoring student performance to ensure timely support to students with problems; maintaining contact with referral organizations in the community to meet participant's special needs; attend meetings regarding CTE on behalf of FPCC. The Dual Credit portion of the position will be outreach to local school districts to identify dual credit and early college opportuntities with FPCC, as well as recruit secondary graduates to FPCC to complete CTE degrees. Currently, WPHS has process in place for successful implementation of dual credit, and it is the goal for all school districts on the Fort Peck Indian Reservation have a similar process in place.

1 – Expected Measurable Outcome(s) In addition to expected outcomes, explanations MUST include numerical citation and justification of one or more of the six required Perkins Local Use of Funds. (1) Career exploration and career development activities, (2) professional development for CTE faculty and staff, (3) providing CTE skills necessary for high-skill, high-wage, and in-demand industries, (4) integration of academic skills inf CTE programs, (5) planning and implementation of CTE programs to increase student achievement, and (6) evaluations of activities carried out by Perkins Funds. For more details on the six Local Use of Funds, refer to the MT Perkins Application Guide.

Expected measurable outcomes associated with objectives are student achievement indicators. It is expected that

-50% of students completed CTE courses will graduate with a C or better

-100% of CTE students will successfully complete academic advising forms and surveys

-graduation rates will increase by 10% in CTE programs from AY 22-23.

-Three reservation school districts will implement a process for dual credit and early college opportunities

-FPCC CTE graduates will be provided a list of local employment opportunities.

-industry based career opporunties (career) with local partners.

-CTE students will be provided at least two career advising opportuntinitie to engage with local workforce.

1 - Please identify the results from your Comprehensive Local Needs Assessment that are addressed by this project, program or purchase: (include evidence reviewed and how this project, program or purchases addresses the identified need.)

Advisors for Perkins have indicated that while FPCC is seeing a great number of graduates in CTE programs, students are not applying for jobs. It was suggested that maybe FPCC could provide more success iniatives and career counseling for CTE students, advising, etc would provide students with local opportunties. In a local meeting with WPHS held in May 2023, industry partners suggest that students need direct access to opportunities can demonstrate the committment FPCC has put in place for career placement

Add Projects

Would you like to add another project?
◉ Yes
○ No

Project 2 Title
Salary

Project 2 Begin Quarter
| Q 1 ▾ |

Project 2 End Quarter
| Q 4 ▾ |

2 - Project Summary* Must include (1) a specific description of project activities and (2) clear project budget details demonstrating math. Budget details MUST match budget template line items

50% of the annual salary for Criminal Justice instructors to continue Criminal Justice programming and improve the program to align with a bachelor's program to develop potential articulation agreements. The salaried position will be responsible for teaching Criminal Justice courses (15-18 credits per semester) at the freshman and sophomore curriculum levels, in accordance with the established course outlines of record and consistent with college standards. This includes organizing instruction to achieve course and program learning outcomes, organizing and conducting learning laboratories, instructing through lecture and demonstrations. Courses to be instructed during the semester are included in the current FPCC Catalog. (FPCC Catalog on-line at http://www.fpcc.edu)

2 - Expected Measurable Outcome(s) In addition to expected outcomes, explanations MUST include numerical citation and justification of one or more of the six required Perkins Local Use of Funds. (1) Career exploration and career development activities, (2) professional development for CTE faculty and staff, (3) providing CTE skills necessary for high-skill, high-wage, and in-demand industries, (4) integration of academic skills inf CTE programs, (5) planning and implementation of CTE programs to increase student achievement, and (6) evaluations of activities carried out by Perkins Funds. For more details on the six Local Use of Funds, refer to the MT Perkins Application Guide.

Expected outcomes for this project include:

-Advise 10-15 Criminal Justice students during the academic year

-Assist in curriculum development for Criminal Justice.
-Attend monthly faculty meetings and participate in the college faculty senate and the program learning outcomes team as assigned.
-Keep up to date in criminal justice, (including techniques of effective learning), through professional development opportunities.
-50% of students seeking a degree in Criminal Justice will complete courses with a C or better.

2- Please identify the results from your Comprehensive Local Needs Assessment that are addressed by this project, program or purchase: (include evidence reviewed and how this project, program or purchases addresses the identified need.)

Criminal justice is a need identified by the local government entities, and the FPCC Board of directors. In a meeting held in the spring of 2022 with local law enforcement personnel, it was suggested that FPCC could grow program similar to Artesia New Mexico. FPCC is optimisitc in time, that not only deliver a Criminal Justice program tailored to meet the unique needs of the Fort Peck Tribes but develop a focus that could be stackable to a bachelor's degree with another institution and build a program tailored to law enforcement needs identified by the Fort Peck Tribes. . In reviewing local job advertisements for police and detention workforce opportunities, the FPCC Board of Directors feels this program has a potential fit within academic programming at FPCC, and could serve as a model to other Tribal College.

Would you like to add another project?
◉ Yes
○ No

Project 3 Title
CTE Teaching Assistants

Project 3 Begin Quarter
| Q 1 ▾ |

Project 3 End Quarter
| Q 4 ▾ |

3 - Project Summary Must include (1) a specific description of project activities and (2) clear project budget details demonstrating math. Budget details MUST match budget template line items.

3 Teaching assistants for Criminal Justice, Computer Technology and Business Technology/Administration. Due to the increase in enrollment and graduates, current faculty cannot deliver all the support services they would otherwise. Students will work no more than 15 hours a week and provide detailed activity reports to lead faculty on a monthly basis.

3 - Expected Measurable Outcome(s) In addition to expected outcomes, explanations MUST include numerical citation and justification of one or more of the six required Perkins Local Use of Funds. (1) Career exploration and career development activities, (2) professional development for CTE faculty and staff, (3) providing CTE skills necessary for high-skill, high-wage, and in-demand industries, (4) integration of academic skills inf CTE programs, (5) planning and implementation of CTE programs to increase student achievement, and (6) evaluations of activities carried out by Perkins Funds. For more details on the six Local Use of Funds, refer to the MT Perkins Application Guide.

Exoected outcomes associated with this project include:

-CTE Teaching assistants will assist in extra support like tutoring, advising, etc to 100% of students enrolled in the degree.

-TAs will have monthly (9) meetings with students to provide local job opportunities in fields associated with Criminal Justice, Computer Technology, Business Technology and Administration.

-TAs will organize opportunities for students to visit local employers including the college, Fort Peck Tribes, and local school districts.

-TAs will provde technical assistance to students who need additional guidance in the Learner Management System, also known as Canvas at FPCC.

3- Please identify the results from your Comprehensive Local Needs Assessment that are addressed by this project, program or purchase: (include evidence reviewed and how this project, program or purchases addresses the identified need.)

During faculty inservice days (fall and spring) Faculty suggested that teaching assistants are helpful with improving the online delivery of courses and provide guidance and assistance to students. The increase in students at FPCC is due to online availability of courses, as well as COVID-19 support, but as one of the first tribal colleges to offer academic programs at least 50% or more online, it i

Would you like to add another project
◉ Yes
○ No

Project 4 Title
Department Subscriptions

Project 4 Begin Quarter
Q 1

Project 4 End Quarter
Q 4

4 - Project Summary Must include (1) a specific description of project activities and (2) clear project budget details demonstrating math. Budget details MUST match budget template line items.

Zoom and Adobe for eight faculty at $450 CTE classes. The programs are required
for CTE faculty participate in various online training opportunities to improve online instructional methods.

4 - Expected Measurable Outcome(s) In addition to expected outcomes, explanations MUST include numerical citation and justification of one or more of the six required Perkins Local Use of Funds. (1) Career exploration and career development activities, (2) professional development for CTE faculty and staff, (3) providing CTE skills necessary for high-skill, high-wage, and in-demand industries, (4) integration of academic skills inf CTE programs, (5) planning and implementation of CTE programs to increase student achievement, and (6) evaluations of activities carried out by Perkins Funds. For more details on the six Local Use of Funds, refer to the MT Perkins Application Guide.

With the purchase of departmental subscriptions, expected outcomes are:

-100% of faculty can have individualized advising meetings with students via zoom

-100% of faculty have acess to attend professional development in remote setting

-100% of faculty have access to downloading digital content (most require adobe).

4- Please identify the results from your Comprehensive Local Needs Assessment that are addressed by this project, program or purchase: (include evidence reviewed and how this project, program or purchases addresses the identified need.)

Providing instructional subscriptions for CTE instructors allows faculty to address instructional gaps suggested by advisors in the CLNA for the Perkins grant—for example, the industry certification changes in summer 2023 and CTE faculty will download new CDL laws and requirements, as well as a coordinate meeting with the testing centers. Faculty also have indicated through various meetings that Zoom and Adobe is critical in all areas of delivering quality instructional materia post pandemic.

Would you like to add another project?

◉ Yes
○ No

Project 5 Title

Professional Development

Project 5 Begin Quarter

| Q 1 | ▼ |

Project 5 End Quarter

| Q 4 | ▼ |

5 -Project Summary Must include (1) a specific description of project activities and (2) clear project budget details demonstrating math. Budget details MUST match budget template line items.

CTE faculty participate in various online training opportunities to improve online instructional methods that can lead to improved student success.

5 - Expected Measurable Outcome(s) In addition to expected outcomes, explanations MUST include numerical citation and justification of one or more of the six required Perkins Local Use of Funds. (1) Career exploration and career development activities, (2) professional development for CTE faculty and staff, (3) providing CTE skills necessary for high-skill, high-wage, and in-demand industries, (4) integration of academic skills inf CTE programs, (5) planning and implementation of CTE programs to increase student achievement, and (6) evaluations of activities carried out by Perkins Funds. For more details on the six Local Use of Funds, refer to the MT Perkins Application Guide.

Expected outcomes associated with this project include

-50% of CTE faculty will participate in professional development opportunity to improve instructional design and learning.

5- Please identify the results from your Comprehensive Local Needs Assessment that are addressed by this project, program or purchase: (include evidence reviewed and how this project, program or purchases addresses the identified need.)

Professional development is essential to all CTE programs. It allows faculty to increase their knowledge of new trends in CTE programs and, overall, will contribute to the student success of CTE students, as well as stay abreast of industry trends the local employment market is facing.

Would you like to add another project?

◉ Yes
○ No

Project 6 Title

Administrative Costs

Project 6 Begin Quarter

| Q 1 | ▼ |

Project 6 End Quarter

| Q 4 | ▼ |

6 -Project Summary Must include (1) a specific description of project activities and (2) clear project budget details demonstrating math. Budget details MUST match budget template line items.

5% of VP salary will be responsible for the following:

-Developing the local application

-Supervising 100% local application activities.

-Supervising Perkins-funded staff.

-Ensuring compliance with applicable Federal laws.

-Provide supporting and developing local data systems for Perkins (this does not include data collection and analysis).

6 - Expected Measurable Outcome(s) In addition to expected outcomes, explanations MUST include numerical citation and justification of one or more of the six required Perkins Local Use of Funds. (1) Career exploration and career development activities, (2) professional development for CTE faculty and staff, (3) providing CTE skills necessary for high-skill, high-wage, and in-demand industries, (4) integration of academic skills inf CTE programs, (5) planning and implementation of CTE programs to increase student achievement, and (6) evaluations of activities carried out by Perkins Funds. For more details on the six Local Use of Funds, refer to the MT Perkins Application Guide.

Outcomes associated with this project include:

-Professional at least two professional development presentation for CTE educators.

-Coordinate updates to Community Local Needs Assessment

6 - Please identify the results from your Comprehensive Local Needs Assessment that are addressed by this project, program or purchase: (include evidence reviewed and how this project, program or purchases addresses the identified need.)

5% of administrative costs ensure the local needs assessment is addressed and iniatives are supported with Perkins funding at FPCC.

Would you like to add another project?
◉ Yes
○ No

Project 7 Title
Criminal Justice Program Support (Westlaw)

Project 7 Begin Quarter
| Q 1 ▾ |

Project 7 End Quarter
| Q 4 ▾ |

7 - Project Summary Must include (1) a specific description of project activities and (2) clear project budget details demonstrating math. Budget details MUST match budget template line items.

Westlaw support is needed for the Criminal Justice Program certification and degree completion. Weslaw provides information specific to the Fort Peck Tribal Appellate Court as well as Montana and Federal Courts. The primary focus on program completion is the Fort Peck Indian Reservation. The annual subscription is $4,814.

7 - Expected Measurable Outcome(s) In addition to expected outcomes, explanations MUST include numerical citation and justification of one or more of the six required Perkins Local Use of Funds. (1) Career exploration and career development activities, (2) professional development for CTE faculty and staff, (3) providing CTE skills necessary for high-skill, high-wage, and in-demand industries, (4) integration of academic skills inf CTE programs, (5) planning and implementation of CTE programs to increase student achievement, and (6) evaluations of activities carried out by Perkins Funds. For more details on the six Local Use of Funds, refer to the MT Perkins Application Guide.

Criminal Justice students will increase their knowledge of the Fort Peck Tribal Appellate Court, as demonstrated by the instructor's formal and informal assessments. Acquisition of knowledge of the Fort Peck Tribal Appellate Court will prepare criminal justice students for a career with local agencies.

7 - Please identify the results from your Comprehensive Local Needs Assessment that are addressed by this project, program or purchase: (include evidence reviewed and how this project, program or purchases addresses the identified need.)

The popularity of the Criminal Justice program has been demonstrated in the number of students seeking and continuing to seek certification or degree status.

Would you like to add another project?

○ Yes
◉ No

When you're finished answering the questions on this page, click <u>Mark as Complete</u>. An application cannot be submitted until all pages are marked as complete.
Not finished with this page yet? Click **<u>Save</u>** or **<u>Save & Continue</u>** to fill out the missing information at a later time.

Program Assurances

Download a copy of the 2023-2024 Carl D. Perkins Program Assurance Agreement to be reviewed and signed by the campus dean or president.

Program Assurance Agreement Perkins V 23.24.docx

Upload the signed copy of your campus's 2022-2023 Carl D. Perkins Program Assurance Agreement here.

Program Assurance Agreement Perkins V 23.24[1].docx

Submit your acknowledgement.

☒ I acknowledge I have read the Carl D. Perkins Program Assurance Agreement and have uploaded a copy of the Program Assurance Agreement read and signed by the appropriate campus leadership.

Budget

Proposed Budget Summary

Expense Budget

		Grant Funded	Total Budgeted
00 - Administrative/Indirect Costs			
	AVP 5%	$3,599.00	$3,599.00
	Subtotal	**$3,599.00**	**$3,599.00**
01 - Salaries			
	Criminal Justice Salary	$27,474.72	$27,474.72
	Student Success Coordinator-Dual Credit Coordinator	$36,000.00	$36,000.00
	Subtotal	**$63,474.72**	**$63,474.72**
02 - Hourly Wages			
	Teaching Assistants	$20,000.00	$20,000.00
	Subtotal	**$20,000.00**	**$20,000.00**
03 - Employer Paid Benefits			
	Fringe Benefits	$31,233.00	$31,233.00
	Subtotal	**$31,233.00**	**$31,233.00**
13 - Other			
	Equipment and Software	$3,600.00	$3,600.00
	Professional Development	$5,000.00	$5,000.00
	West Law Subscription	$4,814.00	$4,814.00
	Subtotal	**$13,414.00**	**$13,414.00**
	Total Proposed Cost	**$131,720.72**	**$131,720.72**

Revenue Budget

		Grant Funded	Total Budgeted
Grant Funding			
	Award Requested	$131,721.56	$131,721.56
	Subtotal	**$131,721.56**	**$131,721.56**
	Total Proposed Revenue	**$131,721.56**	**$131,721.56**

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

00 - Administrative/Indirect Costs

5% of total project funds may be used for indirect and administrative costs. If they will be used, describe the proposed administrative costs in the notes. Include "Project #" with your line item title. For example: "Project 1 - Dental Equipment". These are costs that cannot be assigned to a particular project but are necessary for the operation of the organization and therefore the performance of the project. Example: Administrative staff not directly supporting the project but support the operation of the organization (e.g. legal and finance departments), accounting costs, time spent developing the CLNA in addition to administrative activities include, but are not limited to, grant development, grant monitoring, evaluation of program effectiveness, data input, developing reports, payroll, providing technical assistance, clerical, and accounting duties.

AVP 5%

Salary for AVP is $72,000. 5% of AVP salary for oversight to project is estimated at $3599.00

01 - Salaries

List each position as a separate line item. In the notes please provide position title, % of FTE or total annual hours; annual salary, percentage of salary/FTE, and/or per credit rate for stipends. Stipend dollar amounts should have associated rationale example: campus policy. For each requested position provide a justification and describe the responsibilities relating to the accomplishment of specific program objectives. Title (The job title of each staff member working the project), Name (the name, if known, of the staff member filling this position. If the position has yet to be filled use TBD), Annual Salary (The staff member's full annual salary. Must be verifiable through Time and Effort and paystubs), Level of Effort (The level of effort to reflect the overall % of the time the staff member will work exclusively on the project), Months (The number of months the staff member will work on the project, not the to exceed the project performance period), Total (Calculate the cost of each staff member's salary: (Annual salary x level of effort %) / number of months working on the project. Examples: --Alice Bau, Perkins Program Coordinator, annual salary of $50,000 funded at 50% (or .5 FTE) for 12 months for a total of $25,000 --Alex Roper, Program Instructor salary for curriculum development estimated 20 hours at $50/hour (20 hours x $50) and paid as a stipend due to campus policy rate for 12 months for a total of $1000 For example: "Project 1 - Dental Equipment".

Criminal Justice Salary

Full time salary is $54, 9494.44. 50% of salary associated with Criminal Justice salary to improve academic programming is $27,474.72

Student Success Coordinator-Dual Credit Coordinator

Costs associated with student success coordinator position. This position will be funded at 80% to support success initiatives and dual credit opportunities to local school districts.

02 - Hourly Wages

List each individual position as a separate line item. In the notes please provide Staff Name (if known or TBD), position title, % of FTE or total annual hours and hourly rate, Months and Total. Examples: --Jeff Smith, Adjunct Faculty for New Perkins Program to teach two new courses for 3 months at $750/credit hour for 6 credit hours=totaling $4,500 Include "Project #" with your line item title. For example: "Project 1 - Dental Equipment".

Teaching Assistants

4 teaching assistants*$15 per hour*15 hours per week*4 weeks*10 months. Programs include Criminal Justice, Business Technology/Administration, and Information Technology. Assistants will not work more than 15 hours per week.

03 - Employer Paid Benefits

List each position as a separate line item. Should reflect percentage of position paid under Personnel. Includes FICA, retirement, WC, SUE and health insurance. Title (The job title of each staff member working on the project listed in the above salary section), Name (The name, if known of the staff member filling this position as listed in the salary and wages section), Rate (The Fringe Benefit Rate), Fringe Base (The total salary for each staff member as listed in the above salary section), Total (The total calculation of fringe for each personnel listed. (Rate X Fringe Base=Total). Example: Project Coordinator, Taylor Jones, 22% of $18, 750.00 for a total =$4,125.00 Include "Project #" with your line item title. For example: "Project 1 - Dental Equipment".

Fringe Benefits

e FICA (Social Security) 7.65%, Stae Unemployment .8%, Disablity Insurance 1.34%, TIAA CREF 3.42% "Health insurance plue 50K life insurance 26.39% (Health $1076.79/mo. Life $8.75/mo.)"

13 - Other

This category contains items not included in the previous budget categories. Individually list each item requested and provide as much details as possible as well as appropriate justification related to program objectives. This includes organizational memberships to professional organizations and registrations to training programs. List the cost per attendee, who will be attending, the name of training and the host org. Any travel-related to training or professional development should be listed separately under the travel category. Include "Project #" with your line item title. For example: "Project 1 - Dental Equipment". Example: Perkins Program Coordinator, Rosa Sunshine, registration for NACTEI conference in San Antonio, TX May 2025. 1 Registration for $560.00 Ex: Item Requested, # of Months, Estimated Cost Per Month, Number of Staff, Total Amount Ex: Item Requested, Number Needed, Unit Cost, Total Amount Include "Project #" with your line item title. For example: "Project 1 - Dental Equipment". Example: Project 2 Spec Pop Support Bus Passes at 40 passes at $25 a month for 12 months ($25 x 12 Totals = $300.00. Special Population status will be determined by students who receive Pell and/or Bureau of Indian Affairs funding. Will help to develop more fully the academic knowledge and technical employability skills by increasing the employment opportunities for populations who are chronically unemployed or underemployed, including individuals with disabilities, individuals from economically disadvantaged families, out-of-workforce individuals, youth who are in, or have aged out of, the foster care system, and homeless individuals. -Alex Roper, Program Instructor salary for curriculum development estimated 20 hours at $50/hour (20 hours x $50) and paid as a stipend due to campus policy rate for 12 months for a total of $1000

Equipment and Software

Eight CTE faculty will be provided Adobe and Zoom to participate in professional development opportunities, as well as delivery quality instruction. Cost are estimate at $450 a faculty member.

West Law Subscription

The Criminal Justice program focuses primarily on the Fort Peck Tribal Appellate Court, Montana Court, and Federal Court systems. Westlaw provides this needed information regarding the Fort Peck Tribal Appellate Court as needed for completion of the Criminal Justice certifications and degrees. This fee will pay for a one year subscription.

Professional Development

Academic and CTE faculty will receive professional development during faculty in service, leading to overall success of students in CTE programs and upon request be allowed to attend other PD opportunities if funding allows. All PD will be approved by OCHE before funding is spent.

Fort Peck Community College - Award – Submission Budget

📅 ExpectedStart:**07/01/2023**   📅 ExpectedEnd:**06/30/2024**

Budget View Settings

Actuals

Show Actuals From | 07/01/2023 📅 | To | 06/30/2024 📅 |

Options

Show/Hide

☐ Grant Year   ☑ Line Items   ☐ Responsible Individuals

Budget

Expense Budget ➕	Grant-Funded Budgeted	Total Budgeted
00 - Administrative/Indirect Costs ➕ ✏️ 🗑️		
AVP 5% ✏️ 📋 🗑️	$6,586.00	**$6,586.00**
Subtotal	$6,586.00	**$6,586.00**
01 - Salaries ➕ ✏️ 🗑️		
Criminal Justice Salary ✏️ 📋 🗑️	$27,474.72	**$27,474.72**
Student Success Coordinator-Dual Credit Coordinator ✏️ 📋 🗑️	$36,000.00	**$36,000.00**
Subtotal	$63,474.72	**$63,474.72**
02 - Hourly Wages ➕ ✏️ 🗑️		
Teaching Assistants ✏️ 📋 🗑️	$20,000.00	**$20,000.00**
Subtotal	$20,000.00	**$20,000.00**
03 - Employer Paid Benefits ➕ ✏️ 🗑️		
Fringe Benefits ✏️ 📋 🗑️	$31,233.00	**$31,233.00**
Subtotal	$31,233.00	**$31,233.00**
04 - Contracted Services - Operating Expenditures ➕ ✏️ 🗑️		
Subtotal	$0.00	**$0.00**
07 - Non-Capitalized Equipment (Minor) ➕ ✏️ 🗑️		
Subtotal	$0.00	**$0.00**
09 - Travel ➕ ✏️ 🗑️		
Subtotal	$0.00	**$0.00**

Subtotal	$0.00	**$0.00**
13 - Other ✚ ✏ 🗑		
Equipment and Software ✏ 📋 🗑	$3,600.00	**$3,600.00**
Professional Development ✏ 📋 🗑	$2,013.84	**$2,013.84**
West Law Subscription ✏ 📋 🗑	$4,814.00	**$4,814.00**
Subtotal	$10,427.84	**$10,427.84**
Total Expense Budget Cost	**$131,721.56**	**$131,721.56**

Revenue Budget	Grant-Funded Budgeted	Total Revenue
Grant Funding		
Awarded Amount	$131,721.56	**$131,721.56**
Subtotal	$131,721.56	**$131,721.56**
Match		
Cash Match		**$0.00**
In-Kind		**$0.00**
Subtotal		**$0.00**
Total Revenue Budget Cost		**($131,721.56)**
Total Overall Budget Cost		**$0.00**