

Form A: Additional Certification for Consortiums (Form ACC)

E-mail Response Form

FY 2017-18

The intent of this form is to verify that each local secondary school has been informed of the intent of the Career Prep Funds. By checking the box you verify that the local contact has full support from Secondary School Administration for the use of Career Prep Funds. Please submit this form with your grant application. Feel free to make additional copies as needed.

Participating Public High School	Local Secondary School District Contact	Administrative Verification for use of Career Prep Funds
Amery School District	Shawn Doerfler James Kuchta	<input checked="" type="checkbox"/> Check the box to verify
Ashland School District	Greg Posewitz Keith Hiltz, Jr.	<input checked="" type="checkbox"/> Check the box to verify
Baldwin-Woodville School District	David Brandvold Eric Russell	<input checked="" type="checkbox"/> Check the box to verify
Barron School District	Kirk Haugestuen Craig Broeren	<input checked="" type="checkbox"/> Check the box to verify
Bayfield School District	David Aslyn	<input checked="" type="checkbox"/> Check the box to verify
Birchwood School District	Jeff Stanley Diane Johnson	<input checked="" type="checkbox"/> Check the box to verify
Bruce School District	Larry Villiard Patrick Sturzl	<input checked="" type="checkbox"/> Check the box to verify
Butternut School District	Joe Zirngibl	<input checked="" type="checkbox"/> Check the box to verify
Cameron School District	John Mezarnich Joe Leschisin	<input checked="" type="checkbox"/> Check the box to verify
Chetek-Weyerhaeuser School District	Larry Zeman Mark Johnson	<input checked="" type="checkbox"/> Check the box to verify
Clayton School District	Ed Cerney Cathleen Shimon	<input checked="" type="checkbox"/> Check the box to verify
Clear Lake School District	Nick Gilles Brad Ayer	<input checked="" type="checkbox"/> Check the box to verify
Cumberland School District	Richie Narges Barry Rose	<input checked="" type="checkbox"/> Check the box to verify
Drummond School District	Kristine Lamb John Knight	<input checked="" type="checkbox"/> Check the box to verify
Flambeau School District	Megan Dieckman Rich Hanson	<input checked="" type="checkbox"/> Check the box to verify
Frederic School District	Shaun Fisher Josh Robinson	<input checked="" type="checkbox"/> Check the box to verify
Glenwood City School District	Patrick Gretzlock Tim Johnson	<input checked="" type="checkbox"/> Check the box to verify
Grantsburg School District	Joshua Watt Dr. Joni Burgin	<input checked="" type="checkbox"/> Check the box to verify

Participating Public High School	Local Secondary School District Contact	Administrative Verification for use of Career Prep Funds
Hayward School District	Todd Johnson Craig Olson	<input checked="" type="checkbox"/> Check the box to verify
Hudson School District	Melisa Hansen Nick Ouellette	<input checked="" type="checkbox"/> Check the box to verify
Hurley School District	Melissa Oja Chris Patriitto	<input checked="" type="checkbox"/> Check the box to verify
LCO Ojibwe School District	Jessica Hutchinson	<input checked="" type="checkbox"/> Check the box to verify
Ladysmith School District	Bob Lecheler Paul Uhren	<input checked="" type="checkbox"/> Check the box to verify
Luck School District	Brad Werner Chris Schultz	<input checked="" type="checkbox"/> Check the box to verify
Maple School District	Mark Carlson Sara Croney	<input checked="" type="checkbox"/> Check the box to verify
Mellen School District	Maija Alexandrou Michael Cox	<input checked="" type="checkbox"/> Check the box to verify
New Richmond School District	Thomas Wissink Patrick Olson	<input checked="" type="checkbox"/> Check the box to verify
Northwood School District	Tammy Denninger Dr. Jean Serum	<input checked="" type="checkbox"/> Check the box to verify
Osceola School District	Adam Spiegel Mark Luebker	<input checked="" type="checkbox"/> Check the box to verify
Prairie Farm School District	Casey Fossum Michael Thornley	<input checked="" type="checkbox"/> Check the box to verify
Rice Lake School District	Curt Pacholke Larry Drost	<input checked="" type="checkbox"/> Check the box to verify
Shell Lake School District	Heather Cox David Bridenhagen	<input checked="" type="checkbox"/> Check the box to verify
Siren School District	Jason Hinze Kevin Shetler	<input checked="" type="checkbox"/> Check the box to verify
Solon Springs School District	Geraldine Muller Michael Cox	<input checked="" type="checkbox"/> Check the box to verify
Somerset School District	Chris Moore Mark Bezek	<input checked="" type="checkbox"/> Check the box to verify
South Shore School District	Clendon Gustafson	<input checked="" type="checkbox"/> Check the box to verify
Spooner School District	Sarah Johnson John Burnett	<input checked="" type="checkbox"/> Check the box to verify
St. Croix Central School District	Kurt Soderberg Tim Widiker	<input checked="" type="checkbox"/> Check the box to verify
St. Croix Falls School District	Peggy Ryan Mark Burandt	<input checked="" type="checkbox"/> Check the box to verify
Superior School District	Kent Bergum Janna Stevens	<input checked="" type="checkbox"/> Check the box to verify

Participating Public High School	Local Secondary School District Contact	Administrative Verification for use of Career Prep Funds
Turtle Lake School District	Brian Buck Kent Kindschy	<input checked="" type="checkbox"/> Check the box to verify
Unity School District	Jason Cress Brandon Robinson	<input checked="" type="checkbox"/> Check the box to verify
Washburn School District	Heidi King Thomas Wiatr	<input checked="" type="checkbox"/> Check the box to verify
Webster School District	Josh Hetfeld Jim Erickson	<input checked="" type="checkbox"/> Check the box to verify
Winter School District	Adam Zopp Kurt Lindau	<input checked="" type="checkbox"/> Check the box to verify

Uniform Application for State Administered Funds

[Electronic submission of completed WTC System Office grant applications sent to: grants@wtcsystem.edu
Grant guidelines located at web site: <http://systemattic.wtcsystem.edu/grants/default.htm>

1. FUNDING SOURCE AND CATEGORY: (please check funding source and enter appropriate category)

- Adult Education and Family Literacy Act (AEFL)
- Carl D. Perkins Career and Technical Education Act (Perkins)
- General Purpose Revenue (GPR)
- Other _____

Grant Category: Career Prep

WTCS Grant Manager: Ann Westrich

2. GRANT YEAR: (check one) 1st Year 2nd Year 3rd Year Other Continuing

If this is a REVISION, enter date: _____

3. APPLICATION TITLE: Career Prep

(Limit title to one line -- if focused on a program, indicate program title and instructional program number)

4. APPLICANT NAME: Wisconsin Indianhead Technical College

5. APPLICANT ADDRESS: 505 Pine Ridge Drive

Shell Lake, WI 54871

6. APPLICANT CONTACT: Mary Ann Pebler, Director, Resource Development

(Person able to clarify questions regarding the application)

PHONE: (715) 234-7082, ext. 5264

E-MAIL: maryann.pebler@witc.edu

7. I certify that the information contained in this application is in compliance with federal and state regulations and application guidelines.

APPLICANT PRESIDENT/DESIGNEE SIGNATURE



Date 01/06/2017

8. NUMBER TO BE SERVED: 2,000

(Unduplicated number receiving two or more hours of service to be used for Client Reporting) Enter N/A if not applicable.

9. TOTAL ACTIVITY COST: \$49,573 *

STATE ADMINISTERED FUNDS REQUESTED: \$49,573

FOR WTCS OFFICE USE ONLY:

Recommended Award \$ _____

- Approved
- Revisions Required Before Approval
- Disapproved

To Fiscal:

Grant Manager Date _____

Associate Vice President Date _____ / _____
Vice Presidents

Revisions required or reason for disapproval: _____

10. TOTAL ACTIVITY COST BY FUNDING SOURCE(S)

If applicant plans to receive funds from sources other than or the same as the one listed in item 1, above, the applicant is to estimate the dollar amount by source in the table below.

A	State Administered Funds Requested	\$49,573
B	Other State Administered Funds (Identify: _____)	+ \$
C	Other State or Federal Funds	+ \$
D	Total Non-State/Non-Federal Funds (Local Funds)	+ \$
E	Total Activity Cost (Add Lines A through D above)*	= \$49,573

**Note: Total activity cost in this table must be the same as the total activity cost in #9 above.*

11. SUBCONTRACTOR INFORMATION

N/A

12. APPLICATION ABSTRACT

This project will provide partial funding for collaborative K-16 technical preparation initiatives facilitated by the Northwest Wisconsin Career Prep School-to-Work Consortium. The Career Prep program is designed to enhance the technical and academic skills of high school students and to provide expanded opportunities for transition into postsecondary education or the workforce. Proposed activities include an emphasis on professional development via centralized and regional workshops and inservices and occupational exploration for high school students. Also included will be Wisconsin Indianhead Technical College career days, college nights, and dual enrollment academies. An estimated 2,000 students and 200 faculty/counselors/parents will participate in events, resulting in increased performance related to identified Career Prep indicators.

13. APPLICATION NARRATIVE

13. A. Statement of Need

Wisconsin Indianhead Technical College has collaborated since 1991 with the 45 public school districts and three local CESA’s located within this 10,900 square mile district to develop and implement a viable Career Prep School-to-Work program. Based on our established framework and foundational work, we look forward to development of further programs of study (POS)/Career Pathways designed to support career and technical education students transitioning from a Wisconsin high school to a Wisconsin technical college. WITC’s Career Prep efforts will support secondary/postsecondary priority initiatives such as developing and implementing secondary/postsecondary programs of study and promoting academic and technical readiness through consortium efforts.

The logistics of implementing a comprehensive career prep program among so many partners spread across a vast region is a challenge; however, the Career Prep Consortium has developed an innovative districtwide approach that is working well. Activities are designed to serve the shifting needs of our school districts. The activities are centralized or regionally planned to allow availability to all school districts. Centralized activities include the Annual Counselor Workshop and a summer professional development workshop (Facilitating the Future). Regional activities at our four campuses include Counselor to Counselor inservices, WITC campus Career Days and College Night events. Student focused activities include Dual Enrollment Academies, campus-based Career Days and College Nights and other career related activities in which we collaborate with and support local partners.

All activities are designed to facilitate a seamless transition into postsecondary education. Input has been gathered from a variety of resources including consortium members, business and industry in the area, and high school contacts to identify needs and suggested activities.

Many of these activities have been successful and have resulted in enhanced performance related to select Career Prep indicators. For example:

- 59 counselors from consortium school districts have participated in externships at WITC.
- More than 100 counselors from consortium school districts have completed at least one level of Comprehensive School Counseling.
- Over the last three summers, over 60 middle school, high school, and WITC faculty participated in Manufacturing and Health related externships.
- During the summers of 2015 and 2016, 20 WIA sponsored high school students completed entrepreneurship training through a summer Youth Academy held at WITC New Richmond. Students participated in hands-on experiences in Welding, Packaging, and Marketing.
- Dual Credit has expanded significantly during the past 9 years (see charts below). This past year, emphasis was placed on high school completion of a WITC credential (certificate and/or technical diploma) that fits within an individual students’ Career Pathway. To that end, 14 high school students achieved technical diplomas in Welding through the New Richmond High School Dual Enrollment Welding Academy in 2016. This year, 18 students are enrolled in that academy and 12 students are enrolled in the new Construction Essentials Academy at Clayton High School. In the next year, plans are in place to develop new dual enrollment academies in other career pathways, including Business and IT.

The charts below outline WITC’s articulation with our district high schools:

Advanced Standing Information		
School Year	# of Schools Participating	# of courses offered for Advanced Standing
15-16	44	160
14-15	40	225
13-14	34	203
12-13	24	190
11-12	34	194
10-11	34	181
10-11	34	181
09-10	31	163
08-09	31	176
07-08	36	366

Transcribed Credit Information			
School Year	# of Schools Participating	# of Courses Taken	# of Students Enrolled
16-17	44	104	1,059
15-16	34	72	618
14-15	34	171	1,446
13-14	26	171	1,657
12-13	24	217	1,800
11-12	18	188	1,522
10-11	16	150	1,244
09-10	16	132	1,280
08-09	10	86	890
07-08	6	25	312

**as of 12/31/16*

13. B. Measurable Outcomes

Career Prep Outcome 1: Maintain/increase the number of secondary education students who successfully complete, as a secondary school Career Prep student, courses that award postsecondary credit at the secondary level.

Career Prep Outcome 2: Maintain/Increase the number of secondary Career Prep students who, upon graduation from high school, enroll in postsecondary education in the same field or major as the secondary student was enrolled at the secondary level.

Career Prep Outcome 3: Maintain/Increase the awareness and use of the articulation option of Advanced Standing to all Career Prep students and/or secondary educators.

Career Prep Outcome 4: Maintain/Increase awareness of Career Clusters, Programs of Study, and Career Development in collaboration with K-12 partners, business and industry, CESA’s and other stakeholders.

13. C. Measurable Outcome and Activity Description

Funds will be used to support Career Prep Outcomes #1, #2, and #4.

1. Measureable Outcome Statement #1

Outcome Statement: Maintain/Increase the number of secondary education students who successfully complete, as a secondary school Career Prep student, courses that award postsecondary credit at the secondary level.

The number of articulation agreements will increase from agreements with 42 school districts to agreements with 43 school districts. New this year: a minimum of 100 students will complete a WITC certificate or technical diploma while still in high school (for example Nursing Assistant or Welding technical diploma).

Activity A: Facilitate Meetings for High School and Technical College Instructors in an Effort to Advance Articulation Efforts

Activity Description: The process used to develop articulation agreements has been streamlined to make it more efficient. A fall articulation day will be held in October 2017. All 45 school districts in the WITC area will be invited to meet with the WITC faculty mentors. Individual Mentors as Teachers meetings will be scheduled as needed.
Projected Number Served: 50 teachers

Position(s) Funded: No position will be funded for this activity; however, travel and meeting expenses will be paid for. Positions responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations
- Career Prep Support Staff

Start/End Date: July 1, 2017 – June 30, 2018
Initial activity will occur in October 2017 with additional follow up throughout the 2017-2018 academic year. Dates will be selected to best meet the needs of the WITC mentors and the high school teachers they support. Each WITC mentor will be in contact with the high school teachers assigned in their area.

Activity B: Articulated/Dual Credit Courses

Activity Description: Transcribed Credit and Advanced Standing agreements will continue to grow (in 2016/17 WITC developed transcribed credit and/or advanced standing agreements with 43 school districts).
Projected Number Served: 1,500 students

Position(s) Funded: No position will be funded for this activity; however, travel and meeting expenses will be paid for. Positions responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations
- Deans
- Faculty

Start/End Date: July 1, 2017 – June 30, 2018
Agreements will be developed in fall 2017 for implementation in fall 2018.

Activity C: Conduct Youth Skills Academies – Success Strategies, Manufacturing and Health

Activity Description: The students participate in Success Strategies, Manufacturing Skills or Health Academy exploration courses at WITC campuses. Students will have the potential to earn WITC credits and receive credit toward high school graduation.
Projected Number Served: 20 students

Position(s) Funded: Grant funds will be used to pay for instruction of the academies as well as travel for instructors. Positions responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations
- WITC Deans
- WITC Faculty
- Workforce Resource Partners
- CESA 11 & 12 Partners

Start/End Date: Planning will take place throughout the 2017-2018 academic year, and academies will be held in June 2018.

2. Measureable Outcome Statement #2

Outcome Statement: Maintain/Increase the number of secondary Career Prep students who, upon graduation from high school, enroll in postsecondary education in the same field or major as the secondary student was enrolled at the secondary level.

Approximately 200 teachers, counselors, and administrators will participate in select learning communities at Facilitating the Future, counselor workshops, and other staff development activities. Ninety-five percent of participants will indicate that these activities have increased their ability to enhance a student's technical/academic skills and to provide opportunities for transition into postsecondary education.

Activity A: Career Days and Connecting Activities

Activity Description: Prior to their Career Day visit to the technical college, students may take a career interest inventory to identify careers they have the most potential and interest in. High school students select their top choices and select a Career Cluster to explore. Representatives from most departments on the college campus get involved in the visit and most programs participate. Students shadow and participate in program-related activities in career areas they have selected. By participating in this event, students have the opportunity to have an experience in, and learn about, several program areas and talk with the instructors and students in the programs. In addition to specific Career Day activities, we will also encourage school districts and individual students to visit as arranged with campus administrators, admissions advisors, or career specialists.
Projected Number Served: 1,500 students

Position(s) Funded: No position will be funded with these grant dollars; however, travel, meeting expenses, and supplies will be paid for. The Director of Career Prep and K12 Relations is informed of the development by the sharing of planning meeting minutes and through conversations with the Career Specialist at each campus. Positions responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations
- Career Specialists
- Campus Administrators

- Admissions Advisors
- Public Relations Technicians
- WITC Deans
- WITC Faculty

Start/End Date: July 1, 2017 – June 30, 2018
Dates will be selected to best meet the needs of the individual campuses and the schools they serve. Each campus team leader will be in contact with the high schools in their area.

Activity B: College/Financial Aid Night

Activity Description: High school seniors within the WITC district and their parents/guardians will receive an invitation in the mail to attend a College Night offered at WITC New Richmond and/or WITC Rice Lake. Notices will also be placed in local newspapers. College/Financial Aid Night will incorporate campus tours and break-out sessions geared toward students and/or parents with the purpose of giving students information they need to transition smoothly from secondary to postsecondary education.
Projected Number Served: 250 students

Position(s) Funded: No position will be paid for with grant funds for these activities; however, travel, meeting expenses, and supplies will be paid for. The Director of Career Prep and K12 Relations is informed of the development by the sharing of planning meeting minutes and through conversations with the Career Specialist at each campus. Positions responsible for accomplishing this task include:

- Career Specialist
- Director of Career Prep and K12 Relations
- Financial Aid Advisor
- WITC Deans
- WITC Faculty from the New Richmond/Rice Lake campus

Start/End Date: July 1, 2017 – June 30, 2018
College Night will be held in late January/early February 2018. District staff will be available to assist parents and students and conduct break-out sessions.

Activity C: Northwest Wisconsin Career Prep/School-to-Work Consortium Meetings

Activity Description: The consortium will meet in its entirety at least three times throughout the year. Additional subcommittees will meet throughout the year to plan and carry out the activities.

Position(s) Funded: No position will be paid for with grant funds for these activities; however, travel and meeting expenses will be paid for. Positions responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations

Start/End Date: July 1, 2017 – June 30, 2018
Planning will take place throughout the 2017-2018 academic year and meetings will be held in October 2017, January 2018, and April 2018.

Activity D: Local Counselor Inservices and Annual Counselor Workshop

Activity Description: The Annual Counselor Workshop focuses on updates and information pertinent to High School and WITC counselors in the WITC region. Follow-up activities to the summer Comprehensive School Counseling learning community, WTCS and WITC updates and information, and issues that arise throughout the school year in the counseling area are often included in the agenda. The workshop has been centrally located for the past several years and has been attended by 15-20 of the 45 school districts annually. The intended outcome of this event is to give counselors from multiple school districts an opportunity to network, receive updates, and move forward on their Comprehensive School Counseling programs.

Local Counselor Inservices are conducted on the WITC campuses to introduce counselors to new staff at the campus, overview new programs offered, provide updates on contracts, youth options, and technical college initiatives. Discussions will take place to generate ideas on how WITC and high schools can partner to best assure students are prepared as they transition into post-secondary education.
Projected Number Served: 100 counselors

Position(s) Funded: No position will be paid for with grant funds for these activities; however, travel and meeting expenses will be paid for. Positions responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations
- WITC Counselors
- WITC Deans

Start/End Date: July 1, 2017 – June 30, 2018
Planning will take place throughout the 2017-2018 academic year. The Counselor to Counselor Inservice will be held in the fall of 2017, and the Annual Workshop will be held in the spring of 2018.

Activity E: Counselor Externships

Activity Description: High school counselors participate in a five-day externship with WITC counselors and staff to better understand WITC courses, programs, resources, processes, and procedures so they can relay accurate information as they discuss post-secondary options with students.
Projected Number Served: 4 - 8 counselors

Position(s) Funded: Grant funds pay for the stipend that the counselors receive upon completion of the externship. Positions responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations - to promote and coordinate
- WITC Counselors and Staff - to provide the experience

Start/End Date: July 1, 2017 – June 30, 2018
Counselor externships are expected to take place between July and August 2017.

Activity F: Educator Externships

Activity Description: High school and WITC faculty, as well as high school administrators, will have the opportunity to participate in a five-day externship to better understand and make connections with community businesses and better understand the world of work that awaits students. Preparedness of students for post-secondary education will be enhanced based on knowledge of administrators and teachers of the world of work.
Projected Number Served: 20

Position(s) Funded: Grant funds pay for the stipend that participants receive upon completion of the externship. Positions responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations
- CESA 11 & 12 partners
- WITC faculty
- High school faculty
- High school administrators

Start/End Date: July 1, 2017 – June 30, 2018
Educator externships are expected to take place between June and August 2017.

Activity G: Collaborative Career Prep Professional Development with K-12 and Technical College Partners

Activity Description: High school and WITC faculty, as well as high school administrators and managers, will have the opportunity to participate in collaboratively planned Career Prep Professional Development Activities. A planning group with representatives from CESA 11 & 12 and WITC is already in place and has over 20 years of experience in planning collaborative summertime professional development workshops. The group will focus on activities designed to support career and technical education students transitioning from a Wisconsin high school to a Wisconsin technical college.
Projected Number Served: 150

Position(s) Funded: Grant funds will pay for instruction and other professional development activity expenses. Position responsible for accomplishing this task include:

- Director of Career Prep and K12 Relations
- CESA partners
- WITC faculty
- High school faculty
- High school administrators

Start/End Date: Ongoing from July 1, 2017 through June 30, 2018

3. Measureable Outcome Statement #3

Outcome Statement: Maintain/Increase awareness of Career Clusters, Programs of Study, and Career Development in collaboration with K-12 partners, business and industry, CESA’s and other stakeholders.

Approximately 100 teachers, counselors, and/or administrators will attend and participate in Career Pathways related training designed to increase awareness and facilitate development of Career Pathways. Ninety-five percent of participants will indicate that these activities have increased their ability to enhance a student’s technical/academic skills and to provide opportunities for transition into postsecondary education or careers.

Activity A: Wisconsin Career Pathways Website Training and Support

Activity Description: Career Prep will continue to help support the WI Career Pathways website and will work with school districts on saving/exporting current Programs of Study in preparation for the move to Career Cruising Software.
Projected Number Served: 100 teachers

Position(s) Funded: No position will be paid for with grant funds for these activities; however, travel and meeting expenses will be paid for. Position responsible for accomplishing this task include:
▪ Director of Career Prep and K12 Relations

Start/End Date: Ongoing from July 1, 2017 through June 30, 2018

Activity B: Support for Local/Regional Academic and Career Planning (ACP)

Activity Description: Work with CESA 11 and CESA 12 and school districts within the WITC region to develop and implement local and regional training related to ACPS.
Projected Number Served: 100 teachers

Position(s) Funded: No position will be paid for with grant funds for these activities; however, travel and meeting expenses will be paid for. Position responsible for accomplishing this task include:
▪ Director of Career Prep and K12 Relations

Start/End Date: Ongoing from July 1, 2017 through June 30, 2018

13. D. Input to Grant Application

This proposal is based upon extensive input from the Career Prep Consortium at their 2016 spring and fall meetings, information gathered from partners including CESAs 10, 11, and 12, from Manufacturing Works/Gold Collar meetings, Workforce Resource meetings, meetings with high school teachers and administrators, analysis of data, and professional development participant evaluations. Since consortium members represent faculty, counselors, administrators, workforce development, and business sectors, input reflects a diverse range of needs and includes student needs.

This grant proposal has been reviewed and approved by the WITC President’s Cabinet and recommended for approval by the Board of Trustees.

14. COURSES/WORKSHOPS

Not applicable. Facilitating the Future brochures and other professional development workshop descriptions are available upon request.

15. MONITORING AND EVALUATION PROCESS

The evaluation process will be both formative and summative with project changes made on an ongoing basis to respond to changing student and professional development needs. WITC Director of Career Prep and K12

Relations assumes primary responsibility for facilitating the evaluation process in collaboration with designated CESA and Career Prep Consortium members.

Components of this process will include:

- Analysis of data provided by WTCS and DPI to determine progress in meeting designated outcomes
- Completion of mid-year and year-end WTCS project evaluation forms, which will include input from Career Prep Consortium members
- Participant evaluation surveys completed by participants at all professional development events
- Student, parent, and chaperone feedback from Career Days, College Nights, and other student-focused activities
- Facilitating the Future assessment process that includes:
 - Participant post-event evaluation (while at FTF)
 - Participant development of individual action plans for improvement (while at FTF); implementation of action plans; and assessment of results through an implementation report
 - Summative evaluations by Career Prep FTF Leadership Team focusing on longer-term general outcomes

16. BUDGET NARRATIVE

Wisconsin Indianhead Technical College
 Project Number #17-166-150-218
 Title: Career Prep

<u>Line Number</u>	<u>Description</u>	<u>Outcome Number</u>	<u>Amount</u>
1.0 Administration			\$0
	(Total 1.0 Administration)		
2.0 Salaries/Fringes	Youth Skills Academies	1C	\$4,340
	Youth Skills Academies Estimated Fringe	1C	660
	(Total 2.0 Salaries/Fringes)		\$5,000
3.0 Travel	Director of Career Prep and K12 Relations meetings/mileage	All	\$3,000
	Career Days, Connecting Activities	2A, 2B	1,000
	Articulation Meetings for High School & Tech College	1A, 1B	2,500
	(Total 3.0 Travel)		\$6,500
4.0 Equipment-Major			0
	(Total 4.0 Equipment-Major)		
5.0 Equipment - Minor			0
	(Total 5.0 Equipment-Minor)		
6.0 Software			0
	(Total 6.0 Software)		
7.0 Supplies	College/Financial Aid Night	2B	\$500
	(Total 7.0 Supplies)		\$500
8.0 Other	Career Days, Connecting Activities	2A, 2B	\$7,000
	High School Relations Report Printing	All	400
	NW Career Prep Consortium Meetings	2C	500
	Local Counselor Inservice & Spring Workshop	2D	3,000
	Counselor Externships/Educator one-day experiences	2E	1,500
	Educator Externships	2F	7,000
	Collaborative CP Professional Dev w/K-12 & TC	2G, 3A, 3B	14,173
	Articulation Meetings for HS/TC Instructors	1A, 1B	2,500
	Transcribed Credit Support	1B	1,500
	(Total 8.0 Other)		\$37,573
9.0 Subtotal	<i>Lines (1.0 thru 8.0)</i>	n/a	\$49,573
		Total Budget	\$49,573
		WITC Portion	\$0
		Reimbursed by Grant \$	\$49,573