



AEROSPACE HIGH DEMAND 1000 REDISTRIBUTION

2026-27 GUIDELINES

Workforce Education Department
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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	August 20, 2026
Application Webinar	September 3, 2026
Applications due in OGMS	September 24, 2026
Applicants notified of approval status	December 2026
Allocations distributed	January 2027
FY27 Year End Report	July 2027
FY28 Mid-Year Report	February 2028
FY28 Year End Report	July 2028
FY29 Mid-Year Report	February 2029
FY29 Year End Report	July 2029

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Allocation Program Overview

The State Board for Community & Technical Colleges (SBCTC) is committed to the development of a skilled workforce, ensuring business and industry thrive and expand across the state, and enabling every Washingtonian to obtain family-sustaining careers through credentials of workplace value.

In response to the Governor's and industry calls for increased attention and effort to the aerospace skills gap, community and technical colleges have ramped up training to narrow the skills gap and move well-trained workers into well-paying jobs. The intent of funding provided in this allocation program is to provide for new or expanded enrollments within eligible aerospace focused programs in the Washington Community and Technical College System. For more information, please visit <https://www.sbctc.edu/colleges-staff/programs-services/aerospace/>

Resources made available through this allocation program will support high demand aerospace programs by providing Full-Time Equivalent Student (FTES) funding to successful applicants. This allocation program will provide for building capacity for eligible aerospace focused programs in high demand occupations where unmet employer demand exists for programs. Capacity building will be accomplished, in part, by ensuring that students have access to training, simulations, and equipment that advance high quality workforce programs, and lead to a valuable credential(s). Programs awarded funding are expected to demonstrate a commitment to equity and diversity in congruence with SBCTC's [strategic priorities](#).

Governing Legislation

In 2013, the funding to grow high demand aerospace enrollments by an additional one thousand full-time equivalent students was appropriated through [EHB 2088](#) solely for increasing high demand aerospace enrollments.

"Supplemental appropriations are made to the 2013-15 Operating Budget for aerospace worker education and training, and environmental permitting activities related to large aerospace facilities. Eight million dollars General Fund-State (GF-S) is appropriated in fiscal year (FY) 2015 for the State Board for Community and Technical Colleges (SBCTC) to add 1,000 full-time equivalent students in the 2014-15 school year. The additional enrollments are to take place at locations and in programs recommended by the Washington Aerospace and Advanced Materials Manufacturing Pipeline Advisory Committee. It is the intent of the Legislature that funding be ongoing as long as there is a demonstrated need."

For the purposes of this process high demand aerospace programs will be defined by the professional-technical programs listed in the Eligible Programs section of these guidelines.

Applicant Guidelines

Who May Apply

A community or technical college may apply for funding for credit bearing programs that are aerospace or aerospace related, as defined by Eligible Programs listed below.

- Community & technical colleges may submit a maximum of two proposals per institution: one program per proposal.
- Colleges that received funding through the initial 1,000 FTES awards and later had funds taken back for not meeting required growth targets are not eligible to apply.
- Colleges that received funding through the initial 1,000 FTES process and want to expand programs that met their growth targets are eligible to apply for redistributed funds. The program proposal must support any request for additional growth.

Eligible Programs

Per the recommendations from the Aerospace and Advanced Materials Manufacturing Pipeline Advisory Committee, the programs to be considered for proposal must fall within the following categories and relate to aerospace and aerospace-related needs in Washington State.

Eligible programs:

Aircraft Mechanics and Service Technicians; Avionics; Electrical Assemblers; Electronics/Automation; Information Security Analysts; Machining; Maintenance Mechanic/Industrial Technicians; Manufacturing Engineering and Planning; Pilot Training; Robotics/Pneumatics; Sheet Metal/Welding; Supervisors of Transportation and Material Moving Workers; Tooling; Unmanned Aerial Systems

The program for which funding is requested must meet the following requirements before receiving an allocation:

- A. Have existing program approval on file with SBCTC.
- B. Registered Apprenticeship programs must be currently listed in the professional-technical inventory. The occupation must have an active plan code in ctcLink.
- C. Bachelor of Applied Science degrees within the eligible program categories are eligible.
- D. Be registered with the State Board office (applies only to programs of fewer than 20 credits)

Questions regarding program approval can be emailed to programapproval@sbctc.edu, or refer to the [Professional-Technical Program Approval Process Guidelines](#).

Application Process, Due Date and Webinar

Proposals must be submitted through the [Online Grant Management System \(OGMS\)](#) to the State Board for Community and Technical Colleges (SBCTC) in accordance with the deadlines outlined on page two.

Access the **2026-27 Aerospace High Demand 1000 FTES Redistribution** application through 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 FY27.

SBCTC staff are available for assistance until 4:00 p.m. on September 24, 2026. **Submit completed applications through OGMS no later than September 24, 2026, at 11:55 p.m.**

Grant Webinar: 2026-27 Aerospace High Demand 1000 FTES Redistribution

Date: September 3, 2026

Time: 11:00 am - 12:00 pm

Location Zoom: <https://zoom.us/j/98645763989>

Phone Link: +12532158782,,98645763989# US (Tacoma), +12532050468,,98645763989# US

The webinar will be recorded for those unable to attend live.

Application Review and Evaluation Criteria

Complete proposals submitted by the published deadline will be evaluated by a review panel appointed by SBCTC. The review panel may recommend partial funding of a request.

SBCTC will make final funding determinations based on the entirety of review panel recommendations combined with final program and fiscal reviews. Community and technical colleges submitting a proposal may be contacted by the review panel to answer clarifying questions or provide additional information after the initial review process.

Applicants will be notified of their status through OGMS.

Funding for Aerospace High Demand 1000

Funding for the FTES is a result of the redistribution policy implemented as part of the commitment to the Washington State legislature and aerospace industry.

- Funding Available for Redistribution: \$240,000 or 30 FTES
- Funding will be provided at \$8,000 per FTES.

Annual Allocations

Allocations are made available contingent on the continued support of this allocation program by the Washington State Legislature and the Workforce Education Investment Account Oversight Board.

Please refer to the [SBCTC Policy Manual, Section 5.3](#), to determine funding status.

Allowable Expenses

The allocated resources will support the improved alignment of training programs within the aerospace industry and build capacity for workforce training in high demand aerospace occupations where there exists unmet employer demand.

- This will be accomplished, in part, by ensuring that students have access to training, simulations, and equipment that advance high quality aerospace workforce programs.

Funding is intended to support the costs associated with the startup or improvement of high demand programs.

- Funds may be used for system resources, curriculum development and delivery, facility preparation, equipment, and/or the implementation of industry-defined skill standards credentials or certifications.

OGMS Proposal

This funding is intended to support net growth in FTES, not to fund existing FTES. Programs must be credit bearing and generate FTES.

Please complete all fields in the OGMS application. If the college has additional materials, it may upload supporting documentation as attachments. This does not replace the fields required in OGMS.

Program Description

OGMS 2.1 Provide a brief description of how the program will contribute to the intended purpose of aerospace training and/or how it meets industry needs and specifications.

Include these details in the brief narrative:

- Title of program
- Type of program (Short Term Training, Certificate or Degree)
- Plan Code(s) that will be used for establishing baseline and allocation monitoring
- Total students served per year
- Intended quarterly enrollment
- Intended capacity, number of anticipated

Attachment A: Program Description. Ensure that all details and information regarding the program is included. Applicants can use this coversheet to add information that doesn't fit into OGMS boxes.

Narrative Details

For each section in OGMS, provide the following information:

OGMS 2.2 New Capacity: Describe how the proposed activities serve to expand capacity through program development and overall program sustainability. Include:

- Whether the program is new or expands the capacity of an existing program.
- A five-year plan for FTES growth, including the activities that will enable the projected growth and a description of how that growth will be achieved.

- For colleges reapplying for previously funded FTES, the efforts that will be made to meet the enrollment targets and how those efforts differ from the previous application.

OGMS 2.3 Relevance: Describe how the proposed activities clearly address local or state-wide need for unmet aerospace training. Include:

- Use of state, regional, and local labor market data to demonstrate program demand and the density of regional need.
- The applicable career pathway.
- The length and design elements of the training.

OGMS 2.4 Link to Industry: Describe how the program demonstrates link with local industry that actively informs and evaluates proposed activities. Include:

- The strength of education-industry partnerships in program planning, design, and improvement.
- Use of industry-defined skill standards for program planning, design, and improvement.
- The benefit to the aerospace industry in Washington State.

OGMS 2.5 Innovation: Describe how the program employs innovation in program content, delivery, partnerships, and/or population served. Demonstrate how the program recruits and supports underserved populations. Include:

- Whether the program employs innovation in content, delivery, partnerships, or population served.
- How the program recruits and supports underserved populations.

OGMS 2.6 Return on Investment: Demonstrate connection to long term career pathways and continued wage progression for participants. Include:

- Demonstrated commitment of the college to implement and sustain the program.

OGMS 2.7 Quality of Instruction: How proposal addresses instructional capacity and the quality of anticipated learning outcomes. Include:

- The applicable faculty expertise related to the proposed program, a description of the professional development opportunities that will be made available, or both.

Criteria for Evaluation

Each proposal will be reviewed on the following criterion scale for OGMS section 2.2 - 2.7 above.

Scale: 0-4 scale where zero represents the LOWEST possible score and four represents the HIGHEST possible score for each given criterion.

0 - Does not meet the criteria and is unsuitable for consideration without significant revisions. Not recommended for funding.

1 - Information is present but incomplete or inadequate for evaluation purposes. Additional detail would be needed to fully evaluate. Not recommended for funding.

2 - Adequately meets the criteria and is suitable for consideration. Proposal provides a good amount of detail and an appropriate plan for achieving goals. Some revisions or clarifications may be necessary. Recommendation for funding is pending revisions and clarifications.

3 - Meets the criteria and provides a complete, well-supported plan for achieving goals, with the activities that drive the projected growth clearly identified.

4 - Exceeds the criteria and is well-qualified for consideration. Information is detailed and complete and provides a thorough plan for achieving goals. Highly recommended for funding.

Budget and Budget Narrative

On the OGMS budget and budget narrative screens, include your budget for this fiscal year (FY27).

Attachment B: 5-Year Budget Plan, include the same FY27 budget and narrative, along with projected budgets and narratives for the next four years.

The initial allocation will fund the full annual award at distribution. Colleges should prepare to spend the full amount in a six-month period instead of the full annual year. Funding does not roll over. The FY27 budget form should indicate how funding will be spent in this shortened period. All budget years after will have full twelve months.

Attachment B: the annual budget total must match the total funding requested. That same total must hold for each of the five years.

The allocation cycle is an annual allocation. Funds load in July and must be fully spent by June 30 each year. The Mid-Year and Year End reports should address any spending concerns to meet that deadline.

The college must submit a revised budget any time it updates or changes the program funded through this allocation. Revisions may be required until the college meets its enrollment growth targets.

Assurances

The Signed Assurances document (Attachment C) is submitted via OGMS by uploading the required attachment.

Program and Fiscal Reporting

SBCTC will establish a programmatic baseline FTES value for each funded proposal at the time of award and monitor college performance toward FTES targets on a quarterly basis. The baseline is fixed for the monitoring period and is not recalculated. Baseline is defined in the Definitions section. If a college's performance does not meet the established FTES targets, future funding is subject to the Redistribution Policy.

Reporting

A program and fiscal evaluation of the project is due twice each year to SBCTC submitted in July and January/February (dependent on the allocation data report publication for prior six months), and each subsequent year until the program has met or exceeded their Aerospace High Demand 1000 FTES target (see "Achieving Target Goals" for target details). Reporting must demonstrate that funds were used in compliance with allowable expenses and consistent with programmatic and legislative intent.

Colleges are required to report to SBCTC any intent or action to end a program funded through the Aerospace High Demand 1000 FTES as early as possible.

Program Policy and Monitoring

Definitions

- The program is defined by plan code(s). Enrollment, baseline, allocation, and target are all measured by the plan code(s). A proposal must identify the plan code(s) for which funding is requested.
- Allocation monitored (FTES) means all FTES currently monitored in the quarterly allocation report. The report is available on the SBCTC enrollment research page.
- Base allocation (ongoing FTES) means all Aerospace High Demand 1000 FTES funded through identified plan code(s) awarded in prior rounds that have moved into ongoing allocation.
- Probation Allocation (FTES) are FTES allocated for this round and are subject to probation and redistribution.
- Baseline (FTES) means the lesser of the two-year Program FTE average for identified associated plan code(s) or the most recent academic year. SBCTC establishes the baseline at the time of award. The baseline is fixed for the monitoring period and is not recalculated.
- Program target (FTES) means the probation allocation plus the baseline. A college meets its program target when annualized actual FTES under the plan code(s) for the target year equals or exceeds the program target.
- Take-back redistribution FTES means the program target less the annualized actual FTES, not to exceed the probation allocation.

Achieving Target Goals

A college that meets or exceeds 100% of its program target by the end of its second year of funding retains the FTES as an ongoing base allocation. SBCTC will continue to track the FTES against the Aerospace High Demand 1,000 FTES goal, but the college will no longer be subject to future redistribution actions based on the funded goals as long as the college continues to use the funding for the intended program(s).

Probation

If a college falls short of its program target by the end of its second full year of funding, it enters probation status. The college will be funded at the same amount for a third probationary funding year. If the college subsequently meets 100% of their target by the end of the probationary year funds will move into an ongoing base allocation for the college. However, if targets are not met during the probation year, the college is then subject to the Redistribution Policy.

Redistribution Policy

If a college falls short of 100% of its program target during the probation year, the college is subject to a reduction in FTES. The reduction equals the difference between the program target and the annualized actual FTES met during the probation year. If that difference is greater than the probation allocation, the reduction is capped at the probation allocation. At any point, colleges have the option to opt out of the Aerospace High Demand 1000 FTES allocation and return any or all awarded FTES for redistribution.

Recaptured funding and FTES will be offered to the college system for a new round of competitive proposals.

Please refer to the [SBCTC Policy Manual, Section 5.3](#), to determine funding status.

Implementation

FY27: First year of funding. First Year End report due in July 2027.

FY28: Colleges who received funding in FY27 to receive the same dollar amount in FY28. Workforce staff will request a mid-year and year-end report for programs funded with 2026-27 Aerospace High Demand 1000 FTES Redistribution.

If a college meets, or exceeds, their Aerospace High Demand 1000 FTES target in FY28 the funding will move into an ongoing base allocation. FTES will still be tracked, but the college will no longer be subject to Aerospace High Demand 1000 FTES redistribution.

If a college missed their Aerospace High Demand 1000 FTES target in FY28 they are in probation for FY29.

FY29: Colleges who received funding in FY28 to receive the same dollar amount in FY29. Workforce staff will request a mid-year and year-end report for program. If targets are not achieved in FY29, college targets and funding are adjusted as a result of the redistribution policy. Redistribution will be the difference between target and actual FTES, not to exceed the redistributable FTES funding. Redistribution takes place during July and August of 2029, which will impact the FY30 allocation.

Program Terms & Information

General

State funds for these awards are provided to the State Board of Community and Technical Colleges (SBCTC) from the Washington State Legislature.

Allowable Costs

All expenditures submitted for reimbursement under this award must be necessary and reasonable for proper and efficient administration of the Aerospace High Demand 1000 FTES program.

The following state and federal regulations must be followed:

Applicable Washington State Regulations

The State Administrative and Accounting Manual ([SAAM](#)) must be followed.

Monitoring

SBCTC may schedule monitoring visits during and after the award period to evaluate the fiscal progress and performance of the program and provide technical assistance. The purpose of monitoring is to ensure regulatory and contractual compliance on the part of award recipients. To ensure compliance with program requirements and to ensure that financial records support program expenditures, SBCTC staff may schedule on-site visits.

Records Retention

Financial management systems shall reflect accurate, current, and complete disclosure of all cost expenses for program activities. Recipients must maintain books and records, supported by source documentation, that sufficiently and properly reflect the source of funds and all costs expended for program purposes. These records and financial statements are subject to inspection, review, reproduction, and/or audit by SBCTC or its designee for at least six years after the dispersal of funds, the termination or expiration of the award, or the resolution of litigation or audits related to the program, whichever is latest. Additional information on records retention may be found in Chapter 7 of the [SBCTC Policy Manual](#).

Termination

This award may be terminated by the SBCTC upon giving notice in writing to the recipient at least thirty (30) days in advance of the date of termination. If the award is terminated for any reason, all reports and data gathered by recipient prior to termination shall at the option of the SBCTC, become the property of the SBCTC.

If termination shall occur pursuant to this section, reimbursement to recipient shall be made on the basis of work performed prior to the effective date of termination as mutually agreed upon by both parties. Determination of final adjustments, either payments or refunds, shall also be mutually agreed upon by both parties.

Termination for Cause

If for any reason, the recipient violates any terms and conditions of the Aerospace High Demand 1000 FTES program, SBCTC will give the recipient notice of such failure or violation. Recipient will be given the opportunity to correct the violation or failure within thirty (30) days. If failure or violation is not corrected, this award may be terminated immediately by written notice from SBCTC.

Savings

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this award and prior to normal completion, the SBCTC may terminate the award under the "Termination" clause, without the thirty-day notice requirement, subject to renegotiation at the SBCTC's discretion under those new funding limitations and conditions.



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Washington State Board for Community and Technical Colleges