PERKINS NON-TRADITIONAL
EMPLOYMENT AND TRAINING
GRANT

2020-21 GRANT GUIDELINES

Workforce Education Department
Washington State Board for Community and Technical Colleges
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Olympia, WA 98504
SBCTC.edu
The Washington State Board for Community and Technical Colleges reserves the right to make changes to this document due to, but not limited to, federal, state, or local legislation or policy changes.

**Deadlines and Milestones**

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<tr>
<th>Milestone</th>
<th>Dates (subject to change)</th>
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<tr>
<td>Applications available in OGMS</td>
<td>April 23, 2020</td>
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<tr>
<td>Applications due for first consideration</td>
<td>June 4, 2020</td>
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<tr>
<td>Billing deadline for all expenses incurred through September 30, 2020</td>
<td>October 31, 2020</td>
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<td>Billing deadline for all expenses incurred through December 31, 2020</td>
<td>January 31, 2021</td>
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<td>Billing deadline for all expenses incurred through March 31, 2021</td>
<td>April 30, 2021</td>
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<td>Last day to apply for a grant</td>
<td>May 31, 2021</td>
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<td>Final budget revision deadline</td>
<td>June 15, 2021</td>
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<td>Projected end date of grant</td>
<td>June 30, 2021</td>
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<td>Billing deadline for all expenses incurred through June 30, 2021</td>
<td>July 15, 2021</td>
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<td>Final reports due in OGMS</td>
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**Grant Contacts**

**Program Administration Questions**

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Overview

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

Who May Apply

Washington state community and technical colleges.

How Does the Provider Apply

Access the 2020-21 Perkins Non-Traditional Employment and Training grant application through the Online Grant Management System (OGMS).

If you do not have an account, contact your organization’s Security Contact for access; you will also need your Security Contact to give you permission for FY21.

Submit completed grant applications to the SBCTC through OGMS no later than June 4, 2020 at 11:55 p.m. SBCTC staff is available for assistance until 4:00 p.m. on June 4, 2020.

Application Process

With the transition to Perkins V and implementation of a new State Plan, Non-Traditional Employment & Training Grant funds have been decreased to $30,000 for the CTC system. Consequently, the grant has been made competitive, but there is no longer a $5,000 cap on non-traditional projects as they will be evaluated and approved based upon the need, scope, reach, and impact articulated in the applications. For first consideration, applications must be submitted by June 4, 2020. If funding is still available after the initial grant approval period, SBCTC will notify colleges of the opportunity to apply for it.

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

We suggest writing responses to application questions in a word processing program and pasting the application content into OGMS. This will help ensure you do not lose any content if the OGMS application times out.
The assurances document that your college signed and uploaded to your 2020-21 Perkins Plan grant application applies to this grant as well.

**Disclaimer**

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

**Funding**

**Funding for 2020-21**

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

Non-traditional funds are available July 1, 2020 and must be expended by June 30, 2021.

Grant funds will not pay for costs incurred prior to the grant approval date or before July 1, 2020, whichever is later.

**Use of Funds**

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

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

**Reporting**

Final reports are due July 31, 2021. Final report forms are on the SBCTC website and must be uploaded as an attachment to the approved grant application in OGMS.