**Career and Technical Education**

**Competitive Innovative Program Equipment Grants**

**Application Packet  
Due  
February 18, 2022   
to   
  
Office of Career, Technical, and Adult Education**

**Virginia Department of Education  
P. O. Box 2120  
Richmond, Virginia 23218**

**Virginia Department of Education**

**Career and Technical Education**

**Competitive Innovative Program Equipment Grants**

**APPLICATION PACKET**

### PART I:

**GRANT ALLOCATION:** The proposed budget application for state funds must equal$37,500.

**APPLICATION DEADLINE:** On or before February 18, 2022, submit the completed application packet to the Virginia Department of Education, Office of Career, Technical, and Adult Education, by email at CTE@doe.virginia.gov.

**SUBMISSION INSTRUCTIONS:**

* **Complete Part II:** School Division Information
* **Complete Part III**: Abstract
* **Complete Part IV**: Proposed Budget
* **Complete Part V:** Signed Agreement

Email the completed application packet in Word or PDF format to the Virginia Department of Education, Office of Career, Technical, and Adult Education, at CTE@doe.virginia.gov.

**GRANT AWARD NOTIFICATION:** The CTE Office will notify the grant recipients’ school division superintendent and CTE director of the grant award approval by April 20, 2022.

### PART II: School Division Information

**Virginia Department of Education**

**Career and Technical Education**

**Competitive Innovative Program Equipment Grants**

**Application**

**School Division:** *Click here to enter text.*

**School/Technical Center Name:** *Click here to enter text.*

**Superintendent’s Region #:** *Click here to enter text.*

**Name and contact information of Division Superintendent:**

**Name:** *Click here to enter text.* **Title:** *Click here to enter text.*

**Telephone:** *Click here to enter text.* **Fax:** *Click here to enter text.*

**Email:**  *Click here to enter text.*

**Name and contact information of the CTE Director:**

**Name:**  *Click here to enter text.* **Title**: *Click here to enter text.*

**Telephone**: *Click here to enter text.* **Fax:** *Click here to enter text.*

**Email:** *Click here to enter text.*

### PART III: Abstract

**Virginia Department of Education**

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**Application**

**DIRECTIONS:** Describe the purpose and how the need for modern equipment will be used to prepare students with CTE classroom experiences that are relevant to the 21st century workforce (limit to two pages). The following criteria must be addressed in the proposal:

* Scope: Description of how the equipment will impact a significant number of students in the school, school division, or region. Include the CTE program area(s) and/or course(s) that will benefit from the equipment.
* Labor Market: Data that supports use of the equipment for preparation and employment opportunities for in-demand and fast-growth industry sectors.
* Instruction: Description of how the equipment aligns with CTE program and course competencies.

Proposal narrative: *Click here to enter text.*

**Part IV: Proposed Budget:**

**Virginia Department of Education**

**Career and Technical Education**

**Competitive Innovative Program Equipment Grants**

**Application**

**Name of School Division** *Click here to enter text.* **School Division Code** *Click here to enter text.*

**Name of School/CTE Center** *Click here to enter text.* **School Code** *Click here to enter text.*

* Provide line item detailed information for requested equipment.
* The total of line items for state funded equipment must equal $37,500.
* Grant funds may only be used for new equipment; do not include refurbished equipment or non-equipment items such as consumable supplies or professional development.

**PROPOSED BUDGET**

| **Budget Categories** | **Total State Funding**  **Requested** | **Optional Local and/or Other Funds** |
| --- | --- | --- |
| **OBJECT CODE 8000**  ITEM:  Description |  |  |
| **OBJECT CODE 8000**  ITEM:  Description: |  |  |
| **OBJECT CODE 8000**  ITEM:  Description: |  |  |
| **OBJECT CODE 8000**  ITEM:  Description: |  |  |
| **TOTAL** |  |  |

### PART V: Signed Agreement

**Virginia Department of Education**

**Career and Technical Education**

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**Application**

**STATEMENT OF ASSURANCE**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of School Division)

The above named school division agrees to utilize the *Career and Technical Education Competitive Innovative Equipment Grant* to purchase equipment that provides students with classroom experiences that translate to 21st century workforce. The purchase of all equipment will comply with high-demand and fast-growth industry sectors based on data from the Bureau of Labor Statistics and the Virginia Employment Commission.   
  
  
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Division Superintendent’s Name Division Superintendent’s Signature Date  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
CTE Director’s Name CTE Director’s Signature Date

**Virginia Department of Education**

**Career and Technical Education**

**Competitive Innovative Program Equipment Grants**

**Application**

**Name of School Division \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Division Code\_\_\_\_\_\_\_\_\_\_**

Submit to:

Office of Career, Technical, and Adult Education

Virginia Department of Education

P. O. Box 2120

Richmond, VA 23218-2120

Competitive Innovative Program Equipment Grants Application

Email to [CTE@doe.virginia.gov](mailto:CTE@doe.virginia.gov)

by **February 18, 2022**  
Note: Please submit application in Word or PDF format

FOR VDOE USE ONLY

Reviewed on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
  
  
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