Career Academy Incentive Fund
2024-25 Application

Submit application and supporting documentation to Heather Meissen at heather.meissen@iowa.gov.

Applicant Information

Individual submitting application: Click or tap here to enter text.

Primary contact email: Click or tap here to enter text.

Primary contact phone: Click or tap here to enter text.

Institution: Click or tap here to enter text.

Location of Programming (rubric criteria section 1)

Delivery location (address): Click or tap here to enter text.

Type of facility - Select from the following list below:

☐ **Stand-alone, dedicated facility**

☐ **High school or district facility (campus, center)**

☐ **Community college facility (campus, center)**

☐ **Other (If other, briefly describe):** Click or tap here to enter text.

Status of facility - Select from the following list below:

☐ **New (built)**

☐ **Existing (remodel, expansion)**

☐ **Under construction**

☐ **In Planning**

Please provide a brief narrative on your project and/or facility timeline (e.g., anticipated construction timeline, ground breaking, tentative opening date of facility:

Click or tap here to enter text.

Transportation (rubric criteria 4c)

Do (or will) all sending districts provide transportation? ☐ **YES**   ☐ **NO**

By selecting "yes" to this question the applicant has ensured that all partner districts will make available district-provided transportation to participating students.

Participating Institutions (rubric criteria section 1)

Nonpublic schools may be included as a partner institution, but not for purposes of meeting the definition of regional center under 281 – IAC chapter 46.12.

Partnering school district(s) or nonpublic schools:

Click or tap here to enter text.

Partnering community college: Click or tap here to enter text.

If the application includes school districts that cross over from another community college's region (non-partnering community college), please provide a brief narrative on communications and outcomes that have occurred between the community colleges about the project:

Click or tap here to enter text.

Partner Assurance

A letter of support must be provided from all partner institutions, including the applicant's institution.

- Letter of support from school district partners must be completed by the school district Superintendent.
- Letter of support from the community college partner must be completed by the community college President and/or Chancellor.

Letters of support should address at a minimum: The need for the proposed regional center and/or career academy program offering(s); any agreed upon transportation arrangements for students; and verification that the institution has agreed to the submission of the grant application in support of the proposed project submitted by the applicant.

Overview of Initiative

1) Provide a comprehensive overview of the career academy and/or regional center initiative(s) for which you are submitting a proposal.

Click or tap here to enter text.

2) Describe the collaborative efforts that have occurred between the following entities to support the development of the career academy and/or regional center initiative: Regional Planning Partnership, participating community college and school district partners, business & industry and other identified stakeholders (rubric criteria 4a)**.**

Click or tap here to enter text.

3) Describe how this proposal will reduce barriers and expand access to high-quality career and technical education programming, including for underrepresented and nontraditional students (rubric criteria 4b)**.**

Click or tap here to enter text.

Required Information and Documentation

Enrollment: Actual historical enrollment, by high school building from each sending school district, if applicable; and five-year projected enrollment, by high school building from each sending school district (rubric criteria section 1; 3a).

Contracts: Provide signed partnership contracts/agreements from all institutions that signal each institution long-term commitment to the success of the initiative. Contracts/agreements are to be approved by the governing boards of each institution (rubric criteria section 1; 3b).

Budget: Comprehensive budget, including cost summary and all funding sources. If applicable, budget should clearly indicate the extent to which each partner is contributing resources to the initiative (funds, staff, equipment, etc.). Include supporting documentation (rubric criteria 3c).

Partnerships: Provide information on business and industry and school district involvement in the career academy program and/or regional center (rubric criteria 4a).

Local and Regional Planning: The arrangements (planning, location of programming, construction of facilities, etc.) conform with the development of a comprehensive system of regional centers within a region. Offering arrangements are appropriate for all partnering institutions, considering access, proximity to delivery location, etc. (rubric criteria 4a).

Career Academy Programs: Complete the Career Academy Program Application for **each** career academy program offered. *A separate application must be submitted for each career academy (rubric criteria 1a, b; criteria 2a, b, c, d).

Communications Contact

In the event your application is selected for funding, please include the contact information for your institution's communications liaison. This information will be provided to the Departments Communication Director in order to coordinate the public announcement of the grant.

Name: Click or tap here to enter text.

Email: Click or tap here to enter text.

Assurances

Complete the assurance statements below:

Assurance Statement	Mark "x" to indicate agreement
The individual submitting this application has been authorized by all partnering institutions to submit the application on behalf of the partnership.	
The individual submitting this application certifies that the information contained in this application is, to the greatest extent possible, reasonable, accurate, and true.	
The individual submitting this application acknowledges that knowingly presenting false or misleading information may result in the application being removed from consideration for current and future application cycles.	