



**March 7, 2018**

## **Technical College Grants - Training Teachers to Teach in Dual Enrollment Programs**

**Award Amount \$25,000 to \$300,000**

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## **Technical College Grants - Training Teachers to Teach in Dual Enrollment Programs**

The Wisconsin Fast Forward program encourages increased collaboration between Wisconsin's workforce, employers, local or regional economic development organizations, workforce development boards, post-secondary institutions, and private training providers to develop and execute business-led training programs. These training programs are designed to provide sustainable, short- and medium-term training and placement of workers in positions that offer trainees long-term professional growth and economic opportunity. To maintain a strong environment for private-sector job creation, Wisconsin must train workers to fill the employment demands of growing and expanding employers. It is anticipated that the relationships developed through Wisconsin Fast Forward funded training programs will continue to flourish after the Wisconsin Fast Forward grant has ended.

**Expanded Wisconsin Fast Forward Program:** The standard Wisconsin Fast Forward (WFF) program is a state funded grant program to provide employer-focused worker training grants. The Office of Skills Development (OSD) at the Department of Workforce Development (DWD) administers the grant program. Additionally, OSD works to encourage the development of innovative solutions at the local and regional level that bring together employers, educators, workforce development entities and economic development organizations to meet area workforce demands. The 2018-19 biennial budget allows for expanded Wisconsin Fast Forward initiatives to meet identified needs.

This Grant Program Announcement is for **Technical Colleges** that can demonstrate a critical need to train high school teachers to meet proposed new standards for dual enrollment. This allows Wisconsin high school students to take college coursework while fulfilling high school graduation requirements. A dual enrollment program is defined as a course of study designed to provide high school students the opportunity to gain credits in both technical college and high school, including transcribed credit programs or other educational services provided by contract between a school district and a technical college. Dual enrollment is a key component of student success. Dual enrollment helps to address Wisconsin's skilled worker shortage by accelerating students into the workforce, while offering a strategic opportunity for students and their families to reduce the costs of higher education.

Proposed new educational requirements from the Higher Learning Commission (HLC, the regional accreditation entity covering WI) for instructors involved in dual credit programs has created a situation where students could lose recognition of their dual credits and higher education institutions could lose their accreditation unless high school teachers' credentials match those of institutions of higher learning. In addition to creating problems for technical colleges, loss accreditation could impact recognition of qualifications by employers and impact student transfers to other colleges or institutions.

The HLC has determined that all accredited higher education institutions that award dual credit must ensure the quality and integrity of such offerings and their comparability to the same college credit offered on the institution's main campus. Teachers who teach dual enrollment courses in

general education must have master's degrees in the subject they are teaching. Other options to meet this requirement include at least a four-year degree and 18 graduate credit hours in the subject they are teaching. Under HLC rules, higher education institutions must comply by September 2019, although institutions can apply for an extension through 2022.

The National Alliance of Concurrent Enrollment Partnerships (NACEP), is a membership organization that accredits dual enrollment programs and provides standardized tools and policies to help ensure that the college courses taught by high school teachers are as rigorous as those taught by the sponsoring technical college and is a source of additional information related to accreditation standards. The alignment of credentials and requirements is critical to ensuring that high school students receive credits for successfully completing dual credit work.

**Legislative Authority:** Find a summary of expanded Wisconsin Fast Forward initiatives on pages 716-723 in the 2017-17 Wisconsin Biennial Budget at:

[https://docs.legis.wisconsin.gov/misc/lfb/budget/2017\\_19\\_biennial\\_budget/045\\_comparative\\_summary\\_of\\_budget\\_recommendations\\_governor\\_and\\_joint\\_committee\\_on\\_finance\\_by\\_agency/workforce\\_development.pdf](https://docs.legis.wisconsin.gov/misc/lfb/budget/2017_19_biennial_budget/045_comparative_summary_of_budget_recommendations_governor_and_joint_committee_on_finance_by_agency/workforce_development.pdf).

**Grant Program Announcement Summary:** This Grant Program Announcement (GPA) is **only** available to Wisconsin Technical Colleges for activities related to certification of high school instructors to teach courses in which students are eligible to receive dual credit in high school and technical colleges.

Technical colleges must identify the subject areas for credentialing, partnerships with appropriate high schools in their service area and a timeline for addressing the credentialing need(s) identified in their proposal. Successful proposals will include the counts of high school classes and students that would be impacted by high school teachers losing their dual enrollment accreditation (if they teachers do not receive the additional training); the count of teachers participating in training who receive certification that meets accreditation standards for dual enrollment and the count of teachers who receive credit towards dual enrollment.

**Application Forms, Instructions, Checklists, and Process:** Applications must be submitted online. You can access the online application, along with the application instructions, informational webinars, related guidelines and checklists at:

[http://www.wisconsinfastforward.com/wff\\_standard.htm](http://www.wisconsinfastforward.com/wff_standard.htm).

**Project Period: June 1, 2018-June 30, 2020**

**Grant Amount:** From \$25,000 to \$300,000 is available per grantee. Grants that leverage outside resources to maximize impact will receive additional points. Grant expenditures must be incurred during the Project Period. All eligible grant expenses will be reimbursed as per individual contract specifications when expenses are:

- Documented by grantee per their contract
- Approved by OSD

**Cost Sharing:** Grants that leverage additional resources to meet needs of dual enrollment will be awarded bonus points in the Grant Evaluation Rubric. Documentation of the leveraged funds is required in the application.

**Grant Evaluation Rubric and Scoring:** Wisconsin Fast Forward is a competitive grant program. All applications will be reviewed by internal and external reviewers and rated on a 100-point scale, based upon the following point values:

- Project Need (up to 20 points)
- Training Program Design, Cost and Implementation (up to 20 points)
- Training Objectives and Outcomes (up to 20 points)
- Economic Impact (up to 15 points)
- Capacity Building (up to 10 points)
- Economic Opportunity Enhancements (up to 15 points)

The Evaluation Rubric and Scoresheet is available at: [http://www.wisconsinfastforward.com/wff\\_standard.htm](http://www.wisconsinfastforward.com/wff_standard.htm). In the event of a tie score between proposals, awards shall be made to proposals using Wisconsin higher education entities in preference to out-of-state entities.

**Important Dates: Grants are due by Tuesday, April 17 at 3 p.m.** Complete applications must be submitted electronically by 3 p.m. to [WisconsinFastForward@dwd.wisconsin.gov](mailto:WisconsinFastForward@dwd.wisconsin.gov).

GPA Released	March 7, 2018
Proposals accepted via email	Email complete applications and attachments to <a href="mailto:wisconsinfastforward@dwd.wisconsin.gov">wisconsinfastforward@dwd.wisconsin.gov</a> by 3 PM CDT on April 17, 2018
Projected Grant Awards Announcement	May 17, 2018
Anticipated Contract Start Date	June 1, 2018
Funding Disbursement	On a rolling basis, upon verification of approved submitted purchases, purchase orders, invoices, and related project costs.
Contract End Date	June 30, 2020

**Eligibility:**

For an application to be considered for funding, the following conditions must be met:

- A technical college must be the applicant.
- High Schools partnering in the dual enrollment program must be identified and submit a letter of intent to participate.
- Dual enrollment/areas of concentration must be identified and the corresponding need described.
- Complete description of the training plan(s) must be submitted for each dual enrollment subject area proposed.

- Timelines for certification must be incorporated into the proposal.

**Eligible Expenses:** Expanded Wisconsin Fast Forward Funds shall be used for dual enrollment project direct expenses. These include:

- Expenses related to the eligibility requirements of certification at the applicable technical college level.
- Incorporation of WTCS Best Practices to ensure qualifications of Dual Enrollment High School Teachers (such as WTCS Faculty hourly wage/rate for mentorship or program design assistance to ensure that college courses taught in the high school are delivered with the same content, rigor and evaluation standards of those taught on the WTCS campus).
- Nominal stipends to high school districts to reimburse districts for the cost of hiring a substitute while the dual enrollment high school teacher is attending training and related meetings (such as WTCS College courses in the subject area that is taught in high school).
- Membership fees for the National Alliance of Concurrent Enrollment Partnerships (NACEP).
- Scholarships or tuition for teacher training fees for dual enrollment certification must be done in coordination with high schools to ensure that recipients are teachers in the subject area(s) most critical to the success of dual enrollment opportunities in the Technical College area of that school.

**Ineligible Expenses:** Wisconsin Fast Forward funds may not be used for the purchase of real estate or other capital assets/equipment, facility construction or remodeling, traditional public or private Kindergarten–12th grade education, trainee wages, fringe benefits, or trainee transportation costs.

**Supplement not Supplant:** All funding identified as "leveraged" or "in-kind" must be new funds and cannot replace existing federal, state or local government funding. Substituting existing funds with state grant funds will result in additional fiscal monitoring and may result in an audit. Violations of permissible expenses may result in suspension of current or future funds under this program, repayment of monies awarded under this grant and possible civil and/or criminal penalties.

**Letters of Commitment:**

- **Partner letters of Commitment or Support:** Should include attestation regarding partnership expectations, the number staff training commitments and any other elements that inform the program. Any source of leveraged funds must also clearly indicate the source of the funding and describe how it supplements the project.

**Contract:** The Expanded Wisconsin Fast Forward Technical College Grants to Train Teachers in Dual Enrollment Program applications that are funded under this GPA will be required to execute a binding contract with DWD before any expenses are incurred for which reimbursement is expected.

**Grant Reporting Requirement:** Grantees will be required to submit regular project updates with reimbursement requests, trainee progress reports, pre- and post-training reports and a final project report.

Additionally, applicants and their partners may be subject to program and fiscal audits by the Department of Workforce Development as defined in the contract. The funded project should

produce quantifiable outcomes and impacts for the School District, training participants, Technical College and the State of Wisconsin. The applicant should address projected outcomes for the proposed training program, such as: the number of trained and certified dual enrollment teachers increasing their skill attainment and/or receiving industry-recognized credentials.

The Grantee is responsible for tracking and monitoring individual teachers receiving training under the grant through the completion of pre- and post-training reports and a final report on the impact of the training. The anticipated result of this grant program is an increase of dual certified instructors to enable high school students to obtain college credit under the new minimum accreditation requirements.