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Application for Secondary Student IRC Pilot Program Funding

Under Sec. 13 of Act 183 (2022) the Department of Labor, in consultation with the Agency of Education, is directed to design and implement the Secondary Student Industry-Recognized Credential Pilot Project to provide funding for eligible secondary students to take adult career and technical education courses.

A student is eligible for funding if the student is a Vermont resident attending a Vermont public school or an independent secondary school that is eligible for public funding; has completed grade 11 and has not received a high school diploma; and the student's secondary school and the regional CTE center determine that the student is prepared to succeed in the course, meets the prerequisites for the course, and has exhausted other sources of available funding prior to submitting an application.

A course is eligible for funding under this Pilot if it is offered at one of Vermont's regional CTE centers as one of their adult courses, is offered during the summer, evening, or a weekend while secondary school is in session or during the summer, and is included as an element of the student's personalized learning plan and reasonably related to the student's career goals.

Act 183 requires that the student's secondary school shall complete and submit the application (below) for funding to the Department of Labor on behalf of the student. This application and a copy of the student's PLP (see above) should be emailed to labor.IRCpilot@vermont.gov. The Department will review the application and, if appropriate, meet with the student to determine eligibility for existing federal and State programs, including Title I Youth (in-school) and the Vermont Youth Employment Program. The Department will also provide a copy of the application and student's PLP to the Agency of Education, who will advise the Department on other sources of funding that may be available. If the Department is not able to secure funding for the student through other sources, the Department will provide funding for the tuition cost for one course to eligible students on a first-come, first-served basis, not to exceed \$100,000 or \$20,000 to any regional CTE center.

This program is designed as "funding of a last resort." The Department expects that in most cases, students will be eligible for funding outside of this pilot program. In addition to its use in determining individual eligibility for funding to meet a student's need, information collected



from this application process will be used to report unmet need to the Legislature and will help inform future decisions about use of state and federal funds related to occupational skills training for secondary students.

Questions can be directed to labor.IRCpilot@vermont.gov.

Section 1 – Student Information

1.Student Legal Name (Last, First)

2.Student Preferred Name (if applicable)

3.Student Birthdate

4.Student Contact: Phone or E-mail

5.In what city and state does the student reside?

6.Name of High School Where Student is Enrolled.

** For students working under a plan under the High School Completion Program through the Adult Education & Literacy system, write "HSCP."*

7.If the student is enrolled in a daytime CTE program, please tell us:

1. which CTE center the student attends, AND
2. which program they are enrolled in.

8.Does this student have an IEP or 504 plan?



- Yes
- No
- I don't know

9.If the student has a documented disability, does the student's IEP include a post-secondary transition plan related to this course?

- Yes
- No
- This student has a 504 plan, not an IEP
- I don't know
- The student doesn't have a documented disability.

10.If the student has a documented disability, is the student receiving support from HireAbility (formerly Vocational Rehabilitation)?

- Yes
- No

Section 2 – Course Eligibility

Course Eligibility

These questions are required by the law, by the Department of Labor, and/or by the Agency of Education.

11.Name of Course

12.Which regional CTE center is providing the course requested?

13.Course Description (not more than five sentences about the course content and outcomes)



14.State any pre-requisites for the course.

15.Amount Requested (dollar amount only)

16.Expenses to be covered (select all that apply)

- Tuition
- Fees
- Books
- Materials/Supplies
- Other: _____

17.Can learner disabilities be accommodated during this course?

- Yes
- No
- I don't know.

18.Does or will this course award post-secondary/college credit?

- No, this is an adult CTE program.
- Yes, this is a post-secondary CTE program.

19.If you answered "Yes" to question 18, which college or university will award college credit?

20.In what period will this course start?

- September - October 2022
- November - December 2022
- January - February 2023
- March - April 2023
- May - June 2023
- July - August 2023

21.If the start period is prior to the start of summer (June), will it be completed before June 30?



- Yes
- No

22. What are the hours of operation of the course? (Select all that apply)

- Course is offered during normal school hours.
- Course is offered in the evening, after normal school hours.
- Course is offered on the weekends.
- Course is offered during the summer.

Section 3 – Student Eligibility

23. By the time the course starts, will the student have completed grade 11?

- Yes
- No

24. Will the student have received their high school diploma before they complete this course?

- Yes
- No

25. The student's high school and the regional CTE center have determined the student is prepared to **succeed** in the course.

- Yes
- No
- Unknown

26. The student's high school and the regional CTE center have determined the student meets the **prerequisites** for the course.

- Yes
- No
- There are no prerequisites

27. Will participation in this course help the student meet any graduation requirements?

- Yes
- No

28. Briefly describe how this course relates to the student's career goals.



Section 4 – Resource of Last Resort

The "secondary student industry-recognized credential" project created in Act 183 is a pilot project. Applicants applying for these funds are applying for these funds because all other options have been exhausted.

29. Local Funds: In fewer than five sentences, describe which local funds were explored, if any were available, and why they were unable to support this student's request.

Enter your answer

30. Federal Funds/Local Perkins: Local Perkins fund uses are determined by the Comprehensive Local Needs Assessment (CLNA). In fewer than five sentences, describe whether the CLNA addressed the need for secondary students to be able to take courses through adult CTE.

31. HireAbility/Vocational Rehabilitation: If applicable, if the student has a disability, describe why VR funds couldn't be used to support this student's request.

32. Other Sources: In fewer than five sentences, describe any other sources of funds that were explored and why they couldn't be used.



Section 5 - Attestation

By submitting this form, you attest that, in your professional opinion, and after having met with the student, their parents/guardians, the CTE program instructor, and their sending school counselor and special education team (as appropriate), you have determined that the requested course is appropriate for the student AND aligned with their career goals.

33. First and Last Name of Person Submitting Form/Attesting

34. Position and Role of Submitter

35. E-mail Address of Submitter

