OKLAHOMA DEPARTMENT OF CAREER
AND TECHNOLOGY EDUCATION

PROPOSAL
FY25 (2024-2025)

Name of School/District:

Approved CTE Program Area (operating 2023-2024)
Select only one (1) program/PID per proposal; **(click the box to mark Program)**

☐ **Agricultural Education**
☐ **Family and Consumer Sciences Education**
☐ **Trade and Industrial Education**
☐ **Science, Technology, Engineering & Mathematics Education**
☐ **Business, Marketing, IT Education**
☐ **Health Careers Education**

Maximum Grant Amount: $15,000

Name of Teacher:

Teacher Email:

Teacher PID #:

Name of Superintendent:

Superintendent Email:

Finance Contact (who does the 469 report):

Finance Email (who does the 469 report):

A. **Program Description: Describe your program. Tell us what you think we should know and include Pathway information, if any. (6 points)**
Please review the rubric for grading expectations
Summarize in 500 characters or less (without the spaces)

B. **Implementation of Technology Description:** Describe how the technology requested will be aligned to classroom goals**. (6 points)**
Please review the rubric for grading expectations
Summarize in 1800 characters or less (without the spaces)

C. **Justification:** Describe why you are requesting this technology, the need for it in your classroom and how it fits in your long-term plan for the program. (6 points)
Please review the rubric for grading expectations
Summarize in 1800 characters or less (without the spaces)

D. **Program Impact: Describe the long-term potential of this technology and how it can improve student learning and the number of students served. (6 points)**
Please review the rubric for grading expectations
Summarize in 1800 characters or less (without the spaces)

E. Student Success: Describe how you will evaluate and measure/document student success. (6 points)
Please review the rubric for grading expectations
Summarize in 1800 characters or less (without the spaces)

Please check to make sure you have the following information:

☐ **Letter of Commitment signed by the Superintendent**

☐ **Proposal Submission criteria:**
- Describe your program.
- Describe how the technology requested will be aligned classroom goals.
- Describe why you are requesting this technology, the need for it in your classroom and how it fits in your long-term plan for the program.
- Describe the long-term potential of this technology and how it can improve the number of students served.
- Describe how you will evaluate and measure/document student success.

☐ Submissions should be grammatically correct and properly punctuated and formatted.

☐ **Budget. Do not exceed the allowable grant amount, unless you are able to show on the budget how matching funds cover the excess (anything over $15,000).**

☐ **COMBINE INTO ONE DOCUMENT FOR SUBMISSION:**
 Letter of Commitment
 Proposal
 Budget

Total Application Points: 46 possible
Program Description (6 pts)
Implementation of Technology Description (6 pts)
Justification (6 pts)
Program Impact (6 pts)
Student Success (6 pts)
Budget (6 pts)
Grammar and Punctuation (6 pts)
Letter of Support and Sustainability (4 pts)

Occupational Area Points: 54 possible
CTSO Participation (14 points)
Professional Development (12 points)
Reporting (14 points)
Resources Used (14 points)

Total Grant Points: 100 possible