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**Application Printout**

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**eGrant Management System**

**Printed Copy of Application**

Applicant: C007 Helena College

Application: 2016-2017 Perkins Post Secondary - 00

Cycle: Amendment 2

Date Generated: 2/28/2017 2:45:00 PM

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## Required Uses of Funds

[Click for Instructions](#)

[Additional Resources](#)

**Note: Basic grant funds are divided into two categories: (1) Required uses of funds and (2) Permissible uses of funds. Required uses of funds must be addressed before grant funds may be expended on permissible activities.**

*Please address how your institution will use Perkins funding in the upcoming grant cycle to meet each of the Perkins Required uses.*

R1 Strengthening the academic and career technical skills of students participating in career and technical education (CTE) programs by supporting academic and CTE.

Project/Program: (623 of 2500 maximum characters used)

Helena College requests Perkins Funding to pay for specific technical assessments, including but not limited to: locating information, reading for information, and workplace observation; and a college student inventory specifically for career and technical students, including special population students in all career and technical programs. This funding will pay for assessment testing in WorkKeys and CSI for career and technical students. Additional funding will provide supplemental support of these students to ensure success and completion of their program courses including general education in Math and English.

Expected Measurable Outcome: (489 of 2500 maximum characters used)

1. CTE students including but not limited to those in Auto, Welding, Diesel, Aviation Maintenance, and Computer Aided Manufacturing will take assessment tests during the first month of their program. 2. Students who are at high risk for non-completion will be identified. 3. Students who are at high risk for non-completion will receive supplemental support services. 4. A goal of 50% of students identified as high risk for non-completion will successfully complete program courses.

Measure:

Quarter:

R2 Linking CTE at the secondary and postsecondary level.

Project/Program: (1856 of 2500 maximum characters used)

In this application Helena College devotes 20% (approximately \$35,994) of the total Perkins funding request to Big Sky Pathways activities. These activities will be used to support the development of Big Sky Pathways linking secondary and post-secondary CTE as follows: A primary goal of the Trades Division of Helena College is to promote and support high school to college transition of career and technical education students. A major initiative of the Big Sky Pathways grant as well as the state government is encouraging an increase in dual enrollment courses for high school students to gain college credit and credentials. In order to ensure quality and consistency of courses that are offered through Helena College by the qualified high school instructors, workshops to connect secondary and post-secondary instructors will be held to align curriculum and expand opportunities where indicated. Workshops for instruction in the areas of welding, automotive mechanics, machining, office technology, accounting, business, and allied health/nursing will be conducted for the local high schools as well as those other high schools that offer dual credit from Helena College in outlying areas (Townsend, Great Falls, Boulder, etc.) Funding will be used to pay 12 post-secondary educators and 25 secondary educators to attend these workshops. An additional opportunity to connect secondary and post-secondary instructors will involve training in the use of orbital welders. Helena College instructors will receive training and will then be able to train other post-secondary instructors as well as high school teachers in orbital welding, providing colleagues from other colleges and from high schools skills knowledge about cutting-edge industrial

processes. Secondary students will be invited to demonstrations of the orbital welding equipment.

Expected Measurable Outcome: (413 of 2500 maximum characters used)

1. Secondary educators will earn OPI renewal units for workshop in curriculum alignment. 2. Secondary educators will earn OPI renewal units for training in orbital welding. 3. Post-secondary educators will receive professional development to increase student retention in their programs. 4. Secondary educators and their students will be introduced to new technology used in the welding fabrication industry.

Measure: 2P1:Credential, Certificate or Diploma

Quarter: Qtr 4:April-June

R3 Provide students with strong experience in and understanding of all aspects of an industry (which may include work-based experiences).

Project/Program: (1548 of 2500 maximum characters used)

A major initiative from the Department of Labor and Industry as directed by the Governor of Montana is to increase the workforce through workforce development specifically through increasing apprenticeships. Due to this initiative and workforce needs as well as feedback from industry at Advisory Board meetings, Helena College requests funding to support the ongoing Sheet Metal Apprenticeship Program. Small equipment needs in the sheet metal area including the purchase of a break and a shear will be met, thus, increasing the number of apprentices in the program and also increasing retention in the program. This program has been modified from its initial format to have a larger online component; therefore, Helena College will purchase five Microsoft Surface Pro computers to loan to those students in need to improve their participation, retention and completion. Helena College also requests Perkins funding for development of curriculum in Commercial Construction which will also follow the apprenticeship model. Discussions from industry have indicated both the need and support of this type of program. Perkins funding will be used to support hiring a .25 FTE faculty member to develop the commercial construction curriculum, meet with industry partners, and meet with State officials regarding apprenticeship. This position will also support Big Sky Pathways by connecting secondary and post-secondary instruction in the area of construction to build a connection between secondary and post-secondary programs in construction.

Expected Measurable Outcome: (389 of 2500 maximum characters used)

1. There will be a 75% completion rate of those enrolled in the sheet metal apprenticeship program for the first year. 2. The development of curriculum for a new commercial construction program will occur resulting in increased opportunities for CTE students. 3. Sheet metal students will be part of a registered State apprenticeship and receive real world experience in the industry.

Measure: 3P1:Student Retention or Transfer

Quarter: Qtr 4:April-June

R4 Developing, improving, or expanding the use of technology in CTE (which may include training, STEM initiatives, and collaboration with business and industry).

Project/Program: (1770 of 2500 maximum characters used)

To strengthen career technical skills, Helena College plans to request Perkins funding to partially purchase an orbital welder. Orbital welding will expand the use of technology to build the skills of a certified welder into the welding system, producing multiple, identical welds without defects. This technology leads to

increased certifications and these students are highly sought-after by industry. At advisory board meetings conducted at Helena College with local industry partners the need for orbital welding has been identified and therefore Helena College is attempting to meet industry needs while increasing student retention at Helena College. Partial funding is requested from Perkins and the remainder of the funding will be supplemented by the Helena College general fund. Helena College requests Perkins funding to purchase a modern alignment machine for the Diesel Technology Program specifically for heavy duty diesel technology. These students have previously satisfied course outcomes with simulated instruction in this area. This equipment will give diesel students practical knowledge with heavy duty diesel alignment. In accordance with purchase of this equipment, the vendor will pay for two of the diesel instructors to attend training in Seattle (providing the grant pays for travel expenses) which will then allow these instructors to certify their students on this alignment machine. Students are then able to obtain ASE certifications in the alignment module as well if desired. Industry has indicated that this type of hands on training would be very beneficial for students in this program and these students will then have increased placement in the workforce as well as additional credentials upon completion of the program.

Expected Measurable Outcome: (523 of 2500 maximum characters used)

1. There will be a 50% retention of first year welding students to the second year welding program. 2. Students will have the opportunity to obtain orbital welding certification.3. Students in the diesel program will have the opportunity to obtain alignment certification.4. Students in the diesel program will have 75% placement upon leaving the program.5. Students in the diesel program will have the opportunity to have a real world experience of electrical diagnosis on diesel trucks with a Cascadia simulator.

Measure:

Quarter:

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R5 Provide professional development programs to secondary and post-secondary teachers, faculty, administrators, and career guidance and academic counselors who are involved in integrated CTE programs.

Project/Program: (1684 of 2500 maximum characters used)

In this application Helena College has devoted 20% (approximately \$35,994) of the total Perkins funding request to Big Sky Pathways activities. These activities will be used to support the development of Big Sky Pathways linking secondary and post-secondary CTE as follows:Helena College seeks to promote and support the high school-to-college transition of career and technical education students through its Big Sky Pathways grant proposal. A major portion of the linkage between high secondary and post-secondary (R2) is the professional development described to ensure quality and consistency of courses that are offered through Helena College by high school instructors. Workshops or seminars will be held to align curriculum, particularly in welding, automotive mechanics, machining, office technology, accounting, business, and healthcare for local high schools as well as other area high schools that offer dual credit from Helena College in outlying areas (Townsend, Great Falls, Boulder, etc.)Helena College also requests Perkins funding to host a professional development day for Helena College faculty, local/area high school administrators, teachers, and counselors to examine how other schools have successfully linked secondary and post-secondary CTE with great student success. This opportunity will be used to demonstrate strategies that have been successful in the post-secondary CTE system when working with dual credit in high school settings. Representatives from three other two-year colleges will be invited to describe their challenges and successes, with funding used to pay for guests' travel, substitute teachers, and charges for OPI renewal units.

Expected Measurable Outcome: (338 of 2500 maximum characters used)

1. Curriculum alignment will increase student retention in CTE linked programs between secondary and post-secondary institutions. 2. Secondary and post-secondary educators will obtain professional development credentials.3. Post-secondary instructors will identify strategies to retain dual enrolled students in college CTE programs.

Measure:  Quarter:

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R6 Develop and implement evaluations of the CTE programs carried out with Perkins funds, including an assessment of how the needs of special populations are met.

Project/Program: (461 of 2500 maximum characters used)

Helena College through the Institutional Research Office will perform program assessments in accordance with accreditation policies as outlined by the Northwest Commission on Colleges and Universities. Program assessments as well as course assessments will be conducted. Assessments to reflect data on special populations will also be conducted. Assessments will also be done to track technical skills attainments post-graduation for Helena College students.

Expected Measurable Outcome: (309 of 2500 maximum characters used)

1. Data from program and course assessments will demonstrate areas of needed attention.2. Data from special populations assessments will indicate needed areas of improvement for these students.3. TSA data will be used to retain current students to demonstrate student success/placement at Helena College.

Measure:  Quarter:

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R7 Initiate, improve, expand and modernize quality CTE programs, including relevant technology.

Project/Program: (769 of 2500 maximum characters used)

Helena College requests Perkins funding to modernize and expand the second year welding program to include orbital welding. Funding will be used to support the purchase of the welder as well as training for the instructors that will be teaching the orbital welding course/s. The practice of orbital welding is frequently used in industry in Montana and students with this experience will be highly sought after and employable. Helena College also requests Perkins funding to support the diesel program at Helena College with the purchase of a modern heavy duty diesel alignment machine to allow students practical experience and modernize this program. These students will obtain alignment certifications and this will intern make them more marketable as employees.

Expected Measurable Outcome: 492 of 2500 maximum characters used)

1. Second year welding program will be expanded to include orbital welding which will increase student retention in this program.2. Students will obtain certifications in heavy duty diesel alignment with modern technology upgrade of new alignment machine.3. Both welding and diesel faculty members will obtain professional development in the way of training for updated equipment which will in turn strengthen the programs and increase student retention and completion in these programs.

Measure:  Quarter:

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R8 Provide effective CTE programs that are of sufficient size, scope, and quality to be successful.

Project/Program: (717 of 2500 maximum characters used)

Helena College requests funding to support two separate apprenticeship programs including Sheet Metal and Commercial Construction. These apprenticeship programs will be supported by industry and will therefore be successful as workforce needs are currently very high. Helena College requests funding to support the welding and diesel programs to update and modernize the current programs. By updating technology in these three programs, students will be retained in these programs and maintain stability in the second year programs in these areas. Helena College will enter into articulations with other area Colleges to maintain program stability and increase retention in programs such as second year welding.

Expected Measurable Outcome: (495 of 2500 maximum characters used)

1. Quality programs will continue to be available to students at Helena College to increase student retention and completion. 2. Assessment testing will be done for all CTE students to ensure retention and completion in programs. 3. Program assessments will be done yearly to identify program needs in order to retain students. 4. Apprenticeship opportunities in the areas of sheet metal and commercial construction will increase retention of students as they remain part of the workforce.

Measure:

Quarter:

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R9 Provide activities to prepare special populations, including single parents and displaced homemakers who are enrolled in CTE programs, for high skill, high wage, or high demand occupations that will lead to self-sufficiency.

Project/Program: (2408 of 2500 maximum characters used)

Helena College requests Perkins funding in support of a national pilot project, partnering with Department of Education to plan, develop, and deliver a competency-based model of delivery of the AAS degree in Computer Systems Professional. This funding supports hiring a .5 FTE workforce navigator to assist full-time faculty with student admission, advising, scheduling classes, tutoring, and mentoring students to increase success, retention, and degree completion. In January 2015, the U.S. Department of Education allowed at least 40 colleges to experiment with competency-based education and prior learning assessment, granting them a waiver from certain rules that govern federal financial aid. The department colleges that had successfully applied to participate in the latest round of "experimental sites." Helena College, as an experimental site, identified staff and faculty tasked with creating a competency-based certificate or degree program. After reviewing institutional research data, it was determined the student demographic most like to benefit from a program based on competencies were enrolled in Office Technology programs. A newly approved program, Computer Systems Support Professional, was tagged for build out as competency-based model. As part of the previous Perkins grant, course and curriculum revisions were refined. Core competencies and assessment strategies were developed. Admission, enrollment, and financial guidelines were finalized. This program is set to be implemented in fall semester of 2016. Perkins funding will continue to support the faculty with student admission assistance, developing course competency modules which can be assessed online, scheduling classes, tutoring, and mentoring students to increase success, retention, and degree completion. The workforce navigator will also assist the faculty develop prior learning assessments to enable students to enter the program without repeating instruction gained from prior learning. The support of a .5 FTE workforce navigator will assist the College build a foundation for student and project success. This navigator position will also be used to coordinate services for those students identified as high risk of non-completion through assessment testing so that those students will have a constant contact to obtain needed services as well as provide services to special populations students.

Expected Measurable Outcome: (555 of 2500 maximum characters used)

1. A cohort of at least 10 students will complete the first year of an AAS degree in Computer Systems Professional competency-based courses in the academic year of 2016-2017. 2. Students will be given support throughout the process to increase retention and completion.3. 75% of students in the first year program will enroll for the second year of the AAS degree.4. 50% of the students identified as high-risk will complete a CTE program. 5. Students in CTE programs will be retained due to increased support services provided by Helena College.

Measure:

Quarter:

If any of the above questions cannot be answered in 500 characters, please attach the response as a Microsoft Word or Adobe PDF document.

If you have uploaded any files for OCHE review, please provide a brief description of the contents of each file. (0 of 4000 maximum characters used)

Please upload supporting information files. Allowable file types are Microsoft Word (.doc/.docx) and Adobe PDF. Files must be less than 3MB in size and the file name should not include special characters (i.e. #, \$, % etc.). Attempting to upload a file that does not comply with these restrictions will result in errors and loss of unsaved data.

Uploaded Files:

No files are currently uploaded for this page.

**Permissive Uses of Funds**

[Click for Instructions](#)

[Additional Resources](#)

**Note: Basic grant funds are divided into two categories: (1) Required uses of funds and (2) Permissible uses of funds. Required uses of funds must be addressed before grant funds may be expended on permissible activities.**

*Please only address those permissible activities your institution will be using Perkins funding for in the coming grant cycle.*

: Activity

Project/Program: ([count] of 2500 maximum characters used)

Expected Measurable Outcome: ([count] of 2500 maximum characters used)

Measure:  Quarter:

If any of the above questions cannot be answered in 500 characters, please attach the response as a Microsoft Word or Adobe PDF document.

If you have uploaded any files for OCHE review, please provide a brief description of the contents of each file. ([count] of 4000 maximum characters used)

Please upload supporting information files. Allowable file types are Microsoft Word (.doc/.docx) and Adobe PDF. Files must be less than 3MB in size and the file name should not include special characters (i.e. #, \$, % etc.). Attempting to upload a file that does not comply with these restrictions will result in errors and loss of unsaved data.

Choose File  no file selected

Uploaded Files:

No files are currently uploaded for this page.





## Big Sky Pathways

[Instructions](#)

A 'Big Sky Pathway' is a Perkins Program of Study designed to smoothly transfer students from high school to success in careers and postsecondary education, incorporating industry recognized credentials and aligning curriculum. This typically includes both academic and CTE/Degree Major Courses, and lead to a credential, certificate, license, or degree.

*If your institution has a Big Sky Pathways Coordinator, you may wish to have this person fill out this portion of the application.*

**Please use the space below to list any Big Sky Pathways that your college plans to develop during this grant cycle:**

Cluster Level  
Program of  
Study

Pathway

([count] of 4000 maximum characters used)

High School  
Name

Approval Date  
(mm/dd/yyyy)

Certifications,  
Local

Articulations, or ([count] of 4000 maximum characters used)

Dual Credit  
Classes within  
the Pathway

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**Performance Level - Summary (Read Only)**

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This page displays a summary of your Performance Level indicators as compared to indicator data at the state level. This data has been pre-populated with information from the State CAR Report Card for the current reporting cycle.

<b>Performance Area</b>	<b>State Negotiated Performance Level</b>	<b>90% Threshold</b>	<b>Previously Reported Performance</b>	<b>Improvement Plan Required</b>
<b>1P1 - Technical Skill Attainment</b>	75.00	67.50	98.00	No
<b>2P1 - Credential, Certificate or Diploma</b>	57.00	51.30	60.00	No
<b>3P1 - Student Retention or Transfer</b>	71.79	64.61	82.00	No
<b>4P1 - Student Placement</b>	77.00	69.30	80.00	No
<b>5P1 - Nontraditional Participation</b>	16.00	14.40	23.00	No
<b>5P2 - Nontraditional Completion</b>	13.00	11.70	16.00	No

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**1P1 Technical Skill Attainment**[Click for Instructions](#)

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The State Negotiated Performance Level (SNPL) threshold target for 1P1 Technical Skill Attainment for this year is:  %

Your previous year's reported performance was:  %

Please review the performance indicators for your institution listed above, as compared with the state negotiated performance levels. As part of the legislative requirements associated with Section 113 of the Carl D. Perkins Career and Technical Education Act of 2006, a sub-recipient that does not meet 90% of the established goal for any performance measure must create and implement an improvement plan in the program year following the year of the deficiency.

**If any one of your institution`s indicators failed to meet at least 90% of an agreed upon state negotiated level of performance, an improvement plan must be provided.**

Did you meet or exceed the state performance level?

Yes (No other information is required)

No (Local Improvement Plan for Indicator 1P1)

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**2P1 Credential, Certificate or Diploma**[Click for Instructions](#)

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The State Negotiated Performance Level (SNPL) threshold target for 2P1 Credential, Certificate or Diploma for this year is:  %

Your previous year's reported performance was:  %

Please review the performance indicators for your institution listed above, as compared with the state negotiated performance levels. As part of the legislative requirements associated with Section 113 of the Carl D. Perkins Career and Technical Education Act of 2006, a sub-recipient that does not meet 90% of the established goal for any performance measure must create and implement an improvement plan in the program year following the year of the deficiency.

**If any one of your institution`s indicators failed to meet at least 90% of an agreed upon state negotiated level of performance, an improvement plan must be provided.**

Did you meet or exceed the state performance level?

Yes (No other information is required)

No (Local Improvement Plan for Indicator 2P1)

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**3P1 Student Retention or Transfer**[Click for Instructions](#)

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The State Negotiated Performance Level (SNPL) threshold target for 3P1 Student Retention or Transfer for this year is:  %

Your previous year's reported performance was:  %

Please review the performance indicators for your institution listed above, as compared with the state negotiated performance levels. As part of the legislative requirements associated with Section 113 of the Carl D. Perkins Career and Technical Education Act of 2006, a sub-recipient that does not meet 90% of the established goal for any performance measure must create and implement an improvement plan in the program year following the year of the deficiency.

**If any one of your institution`s indicators failed to meet at least 90% of an agreed upon state negotiated level of performance, an improvement plan must be provided.**

Did you meet or exceed the state performance level?

Yes (No other information is required)

No (Local Improvement Plan for Indicator 3P1)

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**4P1 Student Placement**[Click for Instructions](#)

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The State Negotiated Performance Level (SNPL) threshold target for 4P1 Student Placement for this year is:  %

Your previous year's reported performance was:  %

Please review the performance indicators for your institution listed above, as compared with the state negotiated performance levels. As part of the legislative requirements associated with Section 113 of the Carl D. Perkins Career and Technical Education Act of 2006, a sub-recipient that does not meet 90% of the established goal for any performance measure must create and implement an improvement plan in the program year following the year of the deficiency.

**If any one of your institution`s indicators failed to meet at least 90% of an agreed upon state negotiated level of performance, an improvement plan must be provided.**

Did you meet or exceed the state performance level?

Yes (No other information is required)

No (Local Improvement Plan for Indicator 4P1)

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**5P1 Nontraditional Participation**[Click for Instructions](#)

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The State Negotiated Performance Level (SNPL) threshold target for 5P1 Nontraditional Participation for this year is:  %

Your previous year's reported performance was:  %

Please review the performance indicators for your institution listed above, as compared with the state negotiated performance levels. As part of the legislative requirements associated with Section 113 of the Carl D. Perkins Career and Technical Education Act of 2006, a sub-recipient that does not meet 90% of the established goal for any performance measure must create and implement an improvement plan in the program year following the year of the deficiency.

**If any one of your institution`s indicators failed to meet at least 90% of an agreed upon state negotiated level of performance, an improvement plan must be provided.**

Did you meet or exceed the state performance level?

Yes (No other information is required)

No (Local Improvement Plan for Indicator 5P1)



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**5P2 Nontraditional Completion**[Click for Instructions](#)

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The State Negotiated Performance Level (SNPL) threshold target for 5P2 Nontraditional Completion for this year is:  %

Your previous year's reported performance was:  %

Please review the performance indicators for your institution listed above, as compared with the state negotiated performance levels. As part of the legislative requirements associated with Section 113 of the Carl D. Perkins Career and Technical Education Act of 2006, a sub-recipient that does not meet 90% of the established goal for any performance measure must create and implement an improvement plan in the program year following the year of the deficiency.

**If any one of your institution`s indicators failed to meet at least 90% of an agreed upon state negotiated level of performance, an improvement plan must be provided.**

Did you meet or exceed the state performance level?

Yes (No other information is required)

No (Local Improvement Plan for Indicator 5P2)

## Consortium

[Click for Instructions](#)

Federal law states that you must meet a minimum individual allocation of \$50,000 to qualify for Perkins funding. If an institution is unable to meet these requirements, they may form a consortium between multiple institutions in order to meet the qualifications.

Applicants wishing to form consortiums should focus on the development of objectives and achievement of goals within Perkins programs that are beneficial to all consortium partners. Joint projects and professional development are required. Consortium partners will meet throughout the year to jointly plan, develop strategies, disseminate information and evaluate continuous improvement practices.

If applicable, please list below the postsecondary institutions requesting to form a consortium, designating the first institution as the lead:

Postsecondary Member

Please answer the following questions as they pertain to the upcoming grant cycle:

1. Please describe the mutual programs, goals, and objectives of the institutions participating in the consortium. ([count] of 2000 maximum characters used)
2. How will the partners of the consortium work together throughout the upcoming grant cycle to achieve and implement the mutual objectives and goals? ([count] of 2000 maximum characters used)
3. Please outline plans for at least one joint professional development project, one joint project activity, and at least 3 meetings in the upcoming grant cycle (dates may be tentative). ([count] of 2000 maximum characters used)

**Program Advisory Committees**

It is recommended that Programs of Study utilizing Perkins funding utilize Program Advisory Committees including both academic and industry professionals.

Please enter the following information regarding Program Advisory Committees that represent **Perkins programs you will be spending funds on during this fiscal year.**

Program of Study	<input type="text" value="Law, Public Safety, Corrections and Security"/>	
Pathway	<input type="text" value="Emergency and Fire Management Services"/>	
Current Program Advisory Committee Members	<input type="text" value="Curt Belts Missoula Rural Fire"/>	<input type="text" value="Tim Murphy US Forest Service"/>
	<input type="text" value="Steve Larson Helena Fire Department"/>	<input type="text" value="Brian Roberts Helena Fire Department"/>
	<input type="text" value="Troy Maness East Helena Fire Department"/>	<input type="text"/>
Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) (39 of 500 maximum characters used)	<input type="text" value="Program Advisory Committee October 2015"/>	<input type="text" value="Qtr 2: October-December"/>
Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) (37 of 500 maximum characters used)	<input type="text" value="Program Advisory Committee March 2016"/>	<input type="text" value="Qtr 3: January-March"/>
Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) (1 of 500 maximum characters used)	<input type="text" value="x"/>	<input type="text" value="Qtr 4: April-June"/>

Program of Study	<input type="text" value="Transportation, Distribution and Logistics"/>	
Pathway	<input type="text" value="Automotive Mechanic"/>	
Current Program Advisory Committee Members	<input type="text" value="Don Cunningham, DJ's Automotive"/>	<input type="text" value="Veronica Robertson, Helena High School"/>
	<input type="text" value="Sam Cloninger, JC Billion Buick GMC"/>	<input type="text" value="Greg Yerges, JC Billion Dodge"/>

Glen Rubottom, Snap On Industrial

Harold Mitton, Robert Allen Nissan

Quarter

Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)

Program Advisory CommitteeOctober 2015

Qtr 2:October-December

Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)

Program Advisory CommitteeMarch 2016

Qtr 3:January-March

Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)

x

Qtr 4:April-June

Program of Study

Business, Management and Administration

Pathway

Accounting and Business Management

Current Program Advisory Committee Members

Barbara Yahveh Helena College UM

Chuck Virag Mountain Pacific Quality

Kim Harris Helena Public Schools

Brandon Orr, Small Bus Development

Jim Donovan US Small Business Admin

Terri Norman Capital High School

Quarter

Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)

Program Advisory CommitteeOctober 2015

Qtr 2:October-December

Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)

Program Advisory CommitteeMarch 2016

Qtr 3:January-March

Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)

x

Qtr 4:April-June

Program of Study	<input type="text" value="Manufacturing"/>	
Pathway	<input type="text" value="Sheet Metal Apprenticeship"/>	
Current Program Advisory Committee Members	<input type="text" value="Scott Burke, Curriculum Specialist"/>	<input type="text" value="Dave Garding, Superior Heating, Inc."/>
	<input type="text" value="Bob O'Connell, Tri-County Mech Elect"/>	<input type="text" value="Tom Letellier, Montana Dept of Training"/>
	<input type="text" value="Ryan Rowsey, All Season Heating"/>	<input type="text" value="Michael Boston, Central Plumbing/Heating"/>
		Quarter
Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)	<input type="text" value="Program Advisory CommitteeOctober 2015"/>	<input type="text" value="Qtr 2:October-December"/>
Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)	<input type="text" value="Program Advisory CommitteeMarch 2016"/>	<input type="text" value="Qtr 3:January-March"/>
Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)	<input type="text" value="x"/>	<input type="text" value="Qtr 4:April-June"/>

Program of Study	<input type="text" value="Business, Management and Administration"/>	
Pathway	<input type="text" value="Computer Systems Professional"/>	
Current Program Advisory Committee Members	<input type="text" value="Robyn Kiesling, Program Faculty"/>	<input type="text" value="Cindy Peterson, State of Montana"/>
	<input type="text" value="Diane Tompkins, MMSP Claims Specialist"/>	<input type="text" value="Betty Ellis, Adjunct Faculty"/>
	<input type="text" value="Erin Maclean, Attorney"/>	<input type="text" value="Paul Stetzner, Instructor, Helena School"/>
		Quarter
Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)	<input type="text" value="Program Advisory CommitteeOctober 2015"/>	<input type="text" value="Qtr 2:October-December"/>
Planned Meetings/Events for Current Fiscal Yr (dates do not have to be final) ([count] of 500 maximum characters used)	<input type="text" value="Program Advisory CommitteeMarch 2016"/>	<input type="text" value="Qtr 3:January-March"/>

characters used)

Planned Meetings/Events  
for Current Fiscal Yr (dates  
do not have to be final)  
([count] of 500 maximum  
characters used)

x

Qtr 4: April-June

## Additional Comments

[Click for Instructions](#)

Date of Comment  
(mm/dd/yyyy)

Add any additional comments you have for Perkins Postsecondary in the space below. Please indicate the specific page(s) you are referencing in your comments.  
([count] of 2000 maximum characters used)

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Any supporting documentation should be uploaded to OCHE using the File Upload process below. Such documentation (if required), can be submitted upon the initial submission of this application. If the OCHE Office requests further documentation, this File Upload process is the location where such files should be attached to your application for OCHE review.

If you have uploaded any files for OCHE review, please provide a brief description of the contents of each file. ([count] of 4000 maximum characters used)

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Please upload supporting information files. Allowable file types are Microsoft Word (.doc/.docx) and Adobe PDF. Files must be less than 3MB in size and the file name should not include special characters (i.e. #, \$, % etc.). Attempting to upload a file that does not comply with these restrictions will result in errors and loss of unsaved data.

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**Allocations**

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[Click for Instructions](#)

	Perkins-PS
<b>Current Year Funds</b>	
<b>Allocation</b>	<b>\$179,973</b>
<b>ReAllocated (+)</b>	\$0
<b>Released (-)</b>	\$0
<b>Total Current Year Funds</b>	<b>\$179,973</b>
<b>Prior Year(s) Funds</b>	
<b>Carryover (+)</b>	\$0
<b>ReAllocated (+)</b>	\$0
<b>Total Prior Year(s) Funds</b>	\$0
<b>Sub Total</b>	<b>\$179,973</b>
<b>Multi-District</b>	
<b>Transfer In (+)</b>	\$0
<b>Transfer Out (-)</b>	\$0
<b>Administrative Agent</b>	
<b>Adjusted Sub Total</b>	<b>\$179,973</b>
<b>Total Available for Budgeting</b>	<b>\$179,973</b>
	<b>Perkins-PS</b>



**Funding Distribution BUDGET BREAKDOWN** (Use whole dollars only. Omit Decimal Places, e.g., 2536)

[Click for Instructions](#)

Total Allocation Available for Budgeting:

[Description of Expenditure Codes](#)

[Description of Required and Permissive Uses of Funds](#)

Administration

**199 -  
Administrative costs**

Federal guidelines state that no more than 5% of project funds can go to administration and indirect costs. The maximum allowed for the institution is \$8,999.

Describe proposed administrative costs here (if any) (maximum length is 1000 characters)

Amount

Project Summary Number 1

(Max 2500 characters) Count (0 of 2500)

List which required and/or permissive uses of funds will support this project.

Exp. Code	Line Item Detail Description	Expenditure Amount	Delete Row
<input type="text" value="101-Salaries"/>	Budget for salary for 400 hours of tutoring/supportive services at \$15.00/hr to be used for those students who are identified as high risk for non-completion to improve retention and completion of these students.	<input type="text" value="6000"/>	<input type="checkbox"/>
<input type="text" value="102-Benefits"/>	Benefits will be given to tutors including FICA, workers comp, and unemployment at 8.77% of	<input type="text" value="681"/>	<input type="checkbox"/>

102-Benefits	the total salary.	004	<input type="checkbox"/>
800-Other Expenditures	Various assessment tools from WorkKeys and CSI for each student - CSI \$11.00, Locating Information \$7.25, Reading for information \$7.25, Workplace observation \$15.00 X 150 students = \$6075	6075	<input type="checkbox"/>
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
<b>SubTotal:</b>		\$12,759	

Project Summary Number 2

(Max 2500 characters) Count (0 of 2500)

Update/modernize equipment/curriculum in the areas of welding, diesel, machining, and aviation to increase student retention in these programs and increase student support in these programs. The FAA is currently updating regulations which therefore requires Helena College program updates to maintain compliance with the FAA. These curriculum updates are needed for student retention in the program and so that students are able to continue to test for certification following the program. It is estimated that these program updates will require 100 hours to maintain compliance. Faculty will be paid a \$40.00 stipend to update curriculum. Professional development for diesel instructors will occur as a result of purchase of the new alignment machine. The company has offered to pay for the training and Helena College will be responsible for the travel expenses for the training. The purchase of an orbital welder is driven by industry need and will provide professional development for instructors as well as increased certifications for students. The purchase of new technology to add to the existing robotic arm that was purchased by the TACCCTT III Grant will be used by machining students to further their training with the robotic arm.

List which required and/or permissive uses of funds will support this project.

R3, R7, R8,

Exp. Code	Line Item Detail Description	Expenditure Amount	Delete Row
101-Salaries	Curriculum revision/alignment to include new equipment and program modifications as necessary in diesel and welding. Faculty will be given a stipend of \$40/hr x 10 hours each for diesel and welding.	800	<input type="checkbox"/>
102-Benefits	Benefits including FICA, workers compensation, and unemployment for welding and diesel faculty doing curriculum revisions. Benefits will be at 8.77% of the total salary.	92	<input type="checkbox"/>
224-Minor Equipment	Ultrasonic Thickness Gauge and Flaw Detector - This piece of equipment is designed to allow aviation students real life troubleshooting for mechanical and electrical systems of aircraft.	4721	<input type="checkbox"/>
224-Minor Equipment	A Touch Screen iPendant for the robotic arm will be purchased for the machining students to increase the technological knowledge of these students.	4850	<input type="checkbox"/>
	Travel expenses for two instructors to fly to Seattle for alignment training for two days of		

400-Travel	training (Airfare \$580.40, Lodging \$480, per diem \$112) this travel will follow the state of Montana travel rates.	1172	<input type="checkbox"/>
401-Registration and Training	Training for two welding instructors in the area of orbital welding. Instruction was quoted from vendor at \$2000 per instructor for a total of \$4000.	4000	<input type="checkbox"/>
500-Major Equipment	Orbital Welder - This is only a partial cost for the orbital welder, this amount is being matched by the general fund of Helena College. This item will be tracked yearly and all requirements of the grant will be met.	30367	<input type="checkbox"/>
500-Major Equipment	Heavy Duty Aligner - This alignment quote is based on a purchase price that is discounted for educational facilities. The vendor has agreed to pay for two instructors to be trained on this machine if Helena College free of charge if will pay for their travel and expenses to Seattle.	21920	<input type="checkbox"/>
500-Major Equipment	Freightliner Cascadia Truck Simulator - This piece of equipment is an electrical simulator that will benefit students with updated technology in the area of electrical simulation for Freightliner trucks which are commonly used in the industry.	17465	<input type="checkbox"/>
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
<b>SubTotal:</b>		\$85,387	

**Project Summary Number 3**

(Max 2500 characters) Count (0 of 2500)

Link secondary and post-secondary education for CTE students. Workshops for dual enrollment courses will take place to align curriculum and increase student retention in dual enrollment courses. Through coordination with Big Sky Pathways secondary and post-secondary educators will receive professional development and increase dual enrollment offerings. A professional development workshop for secondary and post-secondary administrators, teachers, faculty, and counselors in conjunction with the Big Sky Pathways grant will be conducted by experts who have had great success in linking CTE at the secondary and post-secondary levels.

List which required and/or permissive uses of funds will support this project.

R2, R5

Exp. Code	Line Item Detail Description	Expenditure Amount	Delete Row
101-Salaries	Stipends for secondary and post-secondary educators to participate in workshop for curriculum alignment. Teachers will include 6 auto, 4 welding, 4 accounting, 2 computer aided manufacturing, 5 office technology, and 5 medical/biological science program. Faculty will include 2 auto, 2 welding, 1 accounting, 2 computer aided manufacturing, 1 office technology, and 1 medical/biological faculty. Each individual will receive a \$200 stipend for participation in	7000	<input type="checkbox"/>

	the workshop (35 individuals X \$200 = \$7000)		
210-Contracted Services	Helena College is linking secondary and post-secondary education by providing training on how to integrate work ethics training into the current curriculum model. A successful model has been proven at Capital High School and the instructor will be asked to provide professional development to the secondary instructors in Career and Technical Education on the work ethics training. A stipend of \$800 will be paid to the presenting educator and a \$200 stipend will be paid to the attendees.	3343	<input type="checkbox"/>
210-Contracted Services	Payment for experts in CTE to offer a presentation to Helena College employees and surrounding area educational staff and faculty at secondary and post-secondary levels. This training has not yet been scheduled but budget is for 2 days of lodging for two presenters (\$480), meals for two days (\$230), travel/airfare (\$790), \$1000 stipend for each presenter.	3500	<input type="checkbox"/>
400-Travel	Secondary instructors will travel from Great Falls, Townsend, and Boulder for two sessions. Mileage \$0.54/mile total for all travelers \$819.52 total per diem \$204. Instructors will also be paid for their renewal units for OPI at \$12/hr for a total of \$300. this travel will follow the state of Montana travel rates.	1323	<input type="checkbox"/>
400-Travel	Travel, lodging and meals to conduct workshop in Fall of 2016. (Leaders have not yet been identified, but will probably come from Billings, Great Falls, and Kalispell.) Miles: 1074 x .51, (\$548) plus lodging for two: \$92 x 2 (\$184) and three days in-state per diem: \$23 x 3 (\$69) this travel will follow the state of Montana travel rates.	801	<input type="checkbox"/>
		0	<input type="checkbox"/>
<b>SubTotal:</b>		\$15,967	

Project Summary Number 4

(Max 2500 characters) Count (0 of 2500)

As part of a national pilot project a navigator position to support a competency-based model to earn an AAS in Computer Systems Professional will be employed as a .5 FTE to assist faculty with scheduling classes and mentoring students to increase retention and completion. This person will also coordinate supportive services for CTE students to increase retention and completion.

List which required and/or permissive uses of funds will support this project.

R8, R9

Exp. Code	Line Item Detail Description	Expenditure Amount	Delete Row
101-Salaries	Educational Navigator position .5FTE to manage competency based education AAS but also to coordinate supportive services for student retention in CTE programs. Annual salary @\$44,784.	1	<input type="checkbox"/>
102-Benefits	Benefits for navigator position .5 FTE of annual salary @\$3,815	1	<input type="checkbox"/>

103-Health Insurance	Health Insurance for navigator position .5 FTE of annual salary @ \$12,648	1	<input type="checkbox"/>
210-Contracted Services	Helena College is contracting services in order to support the Fire and Rescue program by providing a stipend which will be no more than 130 hours at \$25/hr for updating curriculum and development of a new Paramedic/Advanced EMT program. THIS BELONGS UNDER PROJECT 2.	3250	<input type="checkbox"/>
500-Major Equipment	Helena College will use Perkins funding to purchase three semi tractors in order to support CDL training of Helena College students in the spring/summer of 2017. Industry recognized credentials such as a CDL are highly desirable by employers in the diesel industry. THIS BELONGS UNDER PROJECT 2.	20000	<input type="checkbox"/>
		0	<input type="checkbox"/>
<b>SubTotal:</b>		\$23,253	

Project Summary Number 5

(Max 2500 characters) Count (0 of 2500)

Apprenticeship programs in Sheet Metal and Commercial construction will be supported with Perkins funding. Equipment needs in sheet metal will be met and development of curriculum in commercial construction will occur requiring a .25 FTE. In addition through Big Sky Pathways, pathways in sheet metal and commercial construction will be updated and supported through Perkins funding.

List which required and/or permissive uses of funds will support this project.

R1, R3, R7, R8,

Exp. Code	Line Item Detail Description	Expenditure Amount	Delete Row
101-Salaries	.25 FTE for construction curriculum development to support Commercial Construction Apprenticeship program. This is a faculty member who is currently three-quarters time and is being given this special project. This project will include meeting with industry (HBIA, MCA, etc.) as well as curriculum development. This is .25 of an annual salary @ \$50,087 which would be a total of \$12,558.	12558	<input type="checkbox"/>
102-Benefits	Benefits for faculty member who will fill the .25 FTE position as a special project would be a total of \$2483.	2483	<input type="checkbox"/>
220-Consumable Supplies	Five Surface Computers @ \$1099 each to support sheet metal apprenticeship students who cannot afford computers to provide online access to these students. These computers will be owned by Helena College and loaned to the students while they are enrolled in the program. Students will return the tablets upon completion of their coursework.	5495	<input type="checkbox"/>
224-Minor Equipment	Sheet Metal Shear for apprenticeship program to improve and expand curriculum to include hands on experience versus online simulations	3931	<input type="checkbox"/>
224-Minor Equipment	Sheet Metal Brake for apprenticeship program to improve and expand curriculum to include	1000	<input type="checkbox"/>

224-Minor equipment	hands on experience versus online simulations	4900	<input type="checkbox"/>
		0	<input type="checkbox"/>
<b>SubTotal:</b>		\$29,367	

Project Summary Number 6

(Max 2500 characters) Count (0 of 2500)

Helena College through the institutional researcher will conduct yearly assessments of CTE programs as well as assessments of special populations data to gain insight into student retention in CTE programs and service to special populations. This data will be used to make program adjustments where needed.

List which required and/or permissive uses of funds will support this project.

R6, R8, R9

Exp. Code	Line Item Detail Description	Expenditure Amount	Delete Row
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
<b>SubTotal:</b>		\$0	

Project Summary Number 7

(Max 2500 characters) Count (0 of 2500)

Helena College will provide professional development for secondary and post-secondary instructors in the areas of machining, welding, and diesel technology. Solidworks, a program commonly used in engineering, is now being used to a greater extent in welding and machining. Helena College has purchased the software and with Perkins funding will provide a four day training in Solidworks basics. Helena College has received a quote from solidworks that will include the training on-site at Helena College for ten secondary and post-secondary welding and machining instructors. Helena College also recently purchased an electrical trainer (Cascadia) with Perkins funding and is going to support this purchase with training for the diesel instructor. This training will take place in Troy, IL and will support the Helena College faculty member. Helena College will also provide professional development for faculty in the way work ethics training in the workplace. This training is to be integrated into the current curriculum to better prepare students for today's workforce demands teaching appropriate work ethics, etc.

List which required and/or permissive uses of funds will support this project.

R2, R4, R5, R7

Exp. Code	Line Item Detail Description	Expenditure Amount	Delete Row
210-Contracted Services	Solidworks has provided Helena College with an email quote stating that for \$5000 ten secondary and post-secondary educators can receive a four day training in Solidworks basics.	5000	<input type="checkbox"/>
210-Contracted Services	A stipend will be paid to a local content expert in the area of workplace ethics. Stipends will also be given to Helena College faculty who attend the training.	5831	<input type="checkbox"/>
400-Travel	Cascadia Training Airfare and Hotel \$1144.09; Per diem \$265; this travel will follow the state of Montana travel rates.	1409	<input type="checkbox"/>
401-Registration and Training	Registration Cascadia Training \$1000	1000	<input type="checkbox"/>
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
<b>SubTotal:</b>		\$13,240	

**Project Summary Number 8**

(Max 2500 characters) Count (0 of 2500)

Please enter description of this project here...

List which required and/or permissive uses of funds will support this project.

Exp. Code	Line Item Detail Description	Expenditure Amount	Delete Row
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
		0	<input type="checkbox"/>
<b>SubTotal:</b>		\$0	

**Totals:** \$179,973

Determining Maximum Indirect Cost allowed

(A) Total Allocation Available for Budgeting

\$179,973

(F) Total budgeted above \$179,973

(B) Budgeted Property and Equipment Cost (Exp code 500)   
(C) Allowable Direct Costs (A-B)   
(D)   
(E) Maximum Indirect Cost ( $C*(D/1+D)$ )

(G) Budgeted Indirect Cost   
(H) Total Budget (F+G)   
Allocation Remaining (A-H)

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**Calculate Totals**



**Budget Summary Rollup**

[Click for Instructions](#)

2017 Annual Allocation for grant year beginning 7/1/2016 - 6/30/2017

Exp Code	Line Item Detail Description	Amount
101-Salaries	Stipends for secondary and post-secondary educators to participate in workshop for curriculum alignment. Teachers will include 6 auto, 4 welding, 4 accounting, 2 computer aided manufacturing, 5 office technology, and 5 medical/biological science program. Faculty will include 2 auto, 2 welding, 1 accounting, 2 computer aided manufacturing, 1 office technology, and 1 medical/biological faculty. Each individual will receive a \$200 stipend for participation in the workshop (35 individuals X \$200 = \$7000)	\$7,000
101-Salaries	Educational Navigator position .5FTE to manage competency based education AAS but also to coordinate supportive services for student retention in CTE programs. Annual salary @\$44,784.	\$1
101-Salaries	.25 FTE for construction curriculum development to support Commercial Construction Apprenticeship program. This is a faculty member who is currently three-quarters time and is being given this special project. This project will include meeting with industry (HBIA, MCA, etc.) as well as curriculum development. This is .25 of an annual salary @ \$50,087 which would be a total of \$12,558.	\$12,558
101-Salaries	Budget for salary for 400 hours of tutoring/supportive services at \$15.00/hr to be used for those students who are identified as high risk for non-completion to improve retention and completion of these students.	\$6,000
101-Salaries	Curriculum revision/alignment to include new equipment and program modifications as necessary in diesel and welding. Faculty will be given a stipend of \$40/hr x 10 hours each for \$800 diesel and welding.	
102-Benefits	Benefits for navigator position .5 FTE of annual salary @\$3,815	\$1
102-Benefits	Benefits will be given to tutors including FICA, workers comp, and unemployment at 8.77% of the total salary.	\$684
102-Benefits	Benefits including FICA, workers compensation, and unemployment for welding and diesel faculty doing curriculum revisions. Benefits will be at 8.77% of the total salary.	\$92
102-Benefits	Benefits for faculty member who will fill the .25 FTE position as a special project would be a total of \$2483.	\$2,483
103-Health Insurance	Health Insurance for navigator position .5 FTE of annual salary @ \$12,648	\$1
199-Administrative Costs	This administrative cost will be an indirect cost to the fiscal department of Helena College for grant management of fiscal operations.	\$0
<i>Subtotal Personnel Services:</i>		<i>\$29,620</i>
Exp Code	Line Item Detail Description	Amount
210-Contracted Services	Helena College is linking secondary and post-secondary education by providing training on how to integrate work ethics training into the current curriculum model. A successful model has been proven at Capital High School and the instructor will be asked to provide professional development to the secondary instructors in Career and Technical Education on the work ethics training. A stipend of \$800 will be paid to the presenting educator and a	\$3,343

\$200 stipend will be paid to the attendees.

210-Contracted Services	Helena College is contracting services in order to support the Fire and Rescue program by providing a stipend which will be no more than 130 hours at \$25/hr for updating curriculum and development of a new Paramedic/Advanced EMT program. THIS BELONGS UNDER PROJECT 2.	\$3,250
210-Contracted Services	Solidworks has provided Helena College with an email quote stating that for \$5000 ten secondary and post-secondary educators can receive a four day training in Solidworks basics.	\$5,000
210-Contracted Services	Payment for experts in CTE to offer a presentation to Helena College employees and surrounding area educational staff and faculty at secondary and post-secondary levels. This training has not yet been scheduled but budget is for 2 days of lodging for two presenters (\$480), meals for two days (\$230), travel/airfare (\$790), \$1000 stipend for each presenter.	\$3,500
210-Contracted Services	A stipend will be paid to a local content expert in the area of workplace ethics. Stipends will also be given to Helena College faculty who attend the training.	\$5,831
220-Consumable Supplies	Five Surface Computers @ \$1099 each to support sheet metal apprenticeship students who cannot afford computers to provide online access to these students. These computers will be owned by Helena College and loaned to the students while they are enrolled in the program. Students will return the tablets upon completion of their coursework.	\$5,495
224-Minor Equipment	Sheet Metal Shear for apprenticeship program to improve and expand curriculum to include hands on experience versus online simulations	\$3,931
224-Minor Equipment	Sheet Metal Brake for apprenticeship program to improve and expand curriculum to include hands on experience versus online simulations	\$4,900
224-Minor Equipment	Ultrasonic Thickness Gauge and Flaw Detector - This piece of equipment is designed to allow aviation students real life troubleshooting for mechanical and electrical systems of aircraft.	\$4,721
224-Minor Equipment	A Touch Screen iPendant for the robotic arm will be purchased for the machining students to increase the technological knowledge of these students.	\$4,850

*Subtotal Operating Expenses:\$44,821*

Exp Code	Line Item Detail Description	Amount
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*Subtotal Communications:\$0*

Exp Code	Line Item Detail Description	Amount
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400-Travel	Cascadia Training Airfare and Hotel \$1144.09; Per diem \$265; this travel will follow the state of Montana travel rates.	\$1,409
400-Travel	Secondary instructors will travel from Great Falls, Townsend, and Boulder for two sessions. Mileage \$0.54/mile total for all travelers \$819.52 total per diem \$204. Instructors will also be paid for their renewal units for OPI at \$12/hr for a total of \$300. this travel will follow the state of Montana travel rates.	\$1,323
400-Travel	Travel, lodging and meals to conduct workshop in Fall of 2016. (Leaders have not yet been identified, but will probably come from Billings, Great Falls, and Kalispell.) Miles: 1074 x .51, (\$548)plus lodging for two: \$92 x 2 (\$184) and three days in-state per diem: \$23 x 3 (\$69) this travel will follow the state of Montana travel rates.	\$801
400-Travel	Travel expenses for two instructors to fly to Seattle for alignment training for two days of training (Airfare \$580.40, Lodging \$480, per diem \$112) this travel will follow the state of Montana travel rates.	\$1,172
401-Registration and Training	Registration Cascadia Training \$1000	\$1,000
401-Registration and Training	Training for two welding instructors in the area of orbital welding. Instruction was quoted from vendor at \$2000 per instructor for a total of \$4000.	\$4,000

*Subtotal Travel:\$9,705*

Exp Code	Line Item Detail Description	Amount
800-Other Expenditures	Various assessment tools from WorkKeys and CSI for each student - CSI \$11.00, Locating Information \$7.25, Reading for information \$7.25, Workplace observation \$15.00 X 150 students = \$6075	\$6,075
		<i>Subtotal Other Expenditures:\$6,075</i>
		<b>Total Direct Costs:\$90,221</b>
		<b>Total Indirect Costs:\$0</b>

Exp Code	Line Item Detail Description	Amount
500-Major Equipment	Helena College will use Perkins funding to purchase three semi tractors in order to support CDL training of Helena College students in the spring/summer of 2017. Industry recognized credentials such as a CDL are highly desirable by employers in the diesel industry. THIS BELONGS UNDER PROJECT 2.	\$20,000
500-Major Equipment	Orbital Welder - This is only a partial cost for the orbital welder, this amount is being matched by the general fund of Helena College. This item will be tracked yearly and all requirements of the grant will be met.	\$30,367
500-Major Equipment	Heavy Duty Aligner - This alignment quote is based on a purchase price that is discounted for educational facilities. The vendor has agreed to pay for two instructors to be trained on this machine if Helena College free of charge if will pay for their travel and expenses to Seattle.	\$21,920
500-Major Equipment	Freightliner Cascadia Truck Simulator - This piece of equipment is an electrical simulator that will benefit students with updated technology in the area of electrical simulation for Freightliner trucks which are commonly used in the industry.	\$17,465
		<i>Subtotal Major Equipment:\$89,752</i>
		<b>Total Grant Funds:\$179,973</b>

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**Amendment Description**[Click for Instructions](#)

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In the box provided, indicate the **number of the Project Summary(s)** that changed and provide details about what **fields were modified.**  
**(3589 of 5000 maximum characters used)**

In the original application we had budgeted for a position to be funded by Perkins in order to support the competency based education program and the new apprenticeship program. The competency based education program is still awaiting approval from the NWCCU and DOE and the apprenticeship program has been unable to move forward due to lack of student/employer involvement. Therefore, we had to determine a reallocation of \$38,855 of funding. Please see below how Helena College has chosen to divide this funding between equipment, professional development, and curriculum development. Of the \$38,855, \$5000 will be used to provide professional development for both post-secondary and secondary educators in the area of machining and welding for SolidWorks training. This software, previously used primarily by engineers, is now being highly utilized in areas of career and technical education including welding and machining. The \$5000 quote will be for a four-day long training at Helena College for 10 individuals who teach in machining and/or welding. A professional development activity will also be done to connect secondary and post-secondary education in the area of workplace ethics. Currently Mr. Jim Weber of Capital High School is using an integrated workplace ethics program that has shown great success in the workplace. Mr. Weber will be contracted as a consultant to provide professional development to post-secondary faculty in CTE to demonstrate how this curriculum is being integrated into the CTE curriculum and how it then transfers to success in the workplace for CTE students. A stipend will be used to pay Mr. Weber and also a stipend will be provided to the Helena College faculty for attendance and participation. A total of \$5831 will be used for this activity. With this year's Perkins funding a Cascadia simulator was also purchased for the diesel program. It was thought at that time that funding would be available for training, however, that funding was used for other professional development and therefore, training (including travel) will be provided to the second year diesel instructor for this trainer in the amount of \$2409. Funding will also be reallocated to support our Fire and Rescue program in the area of curriculum development and a new Paramedic program. A stipend is being paid to a part-time employee for no more than 30 hours at \$25/hr for a maximum of \$3250. As part of the TAACCCT III grant Helena College was able to acquire a FANUC robotic arm and Helena College is going to use Perkins funding to acquire an additional piece of equipment (Touch Screen iPendant) to assist with student ease of use and allow them to experience updated technological advances in robotics. The cost of this equipment is \$4850. Finally, Helena College has been requested by industry to support students in acquiring their CDL licenses upon graduating from the Diesel Technology program. Mary Lannert, Director of Continuing Education recently used a grant to pilot this program and found it to be very successful. In order to continue the program, Helena College needs to purchase trucks to be available for the training portion of the CDL program. Mergenthaler Transfer and Storage has come up with a purchase plan in which Helena College can purchase three trucks at the price of \$20,000 to support the students in the diesel technology program. Students who are currently in the diesel program will be able to take this training the at the end of the Spring 2017 semester in order to prepare them for job placement.