

CAREER & TECHNICAL EDUCATION EQUIPMENT PROPOSAL

This proposal must advance the efforts of technology within your program. It must also be related to The Denver Plan.

To align with the district budget timeline, the Career and Technical Education Office will be accepting proposals through March 30, 2007.

Proposal Components

Cover Page

- See attached sheet

Introduction

- Who is requesting the funds (school/department/program/room number)?
- What is the purpose of this proposal?
- How many students does your program serve? (High schools report number of students in approved courses and number of students in non-approved courses)

Need Statement

- Why does your school/department need this equipment?
- Why does your advisory committee, school administration and CSC Committee support this proposal?
- List the technology equipment and software you currently have in your department.

Goals (include overall district goal and at least one 2007-2008 Strategy)

- What goal and strategy you will address by the purchase of this equipment?
Make sure goals are measurable.
Go to <http://thedenverplan.dpsk12.org> to view the plan.
- **High school teachers, please refer to the attached 2004/05 Colorado Secondary Performance Core Sub-Indicators for your program. If your program as a whole or any of the subgroups with a population of 5 or more shows a % that is less than the State Performance Goal %, how will you address these deficiencies?**

Methods/Activities

- What courses will be impacted by the purchase of this equipment?
- Who will be teaching the courses in which the equipment will be used?
- How does your department work collaboratively to integrate what you are teaching with the academic departments at your school?
- What type of training will your department seek related to your new equipment and software?
- What cost would be associated with this training?

Five Year Plan/Timeline

- How will you incorporate the purchase of this equipment into a five year plan for your department?
- **High school teachers, address any deficiencies in the Performance Core Sub-Indicators.**

Evaluation

- If you received funding from the CTE Department in the past two years, tell how successful you were at achieving the goals you listed in that specific request for proposal.

Budget

- How will you spend your money (Itemized list of equipment and price-attach quotes)?
- How will your school match the funding you will receive (dollar amount and what it will purchase)?
- What is the total of proposal?

Repurposing of Equipment You are Replacing (High School Only-one paragraph)

- How will you utilize the equipment you are replacing? Remember, equipment purchased with Perkins funds must go to an approved high school program.
You must also notify the CTE office so the appropriate paperwork can be completed.

CAREER & TECHNICAL EDUCATION
EQUIPMENT PROPOSAL

School Name: _____

Department: _____

School Address: _____

_____ Zip Code: _____

School Phone: _____

School Fax: _____

Contact Person: _____

(Print)

_____ (Signature)

Contact Person Phone: _____

Principal: _____

(Print)

_____ (Signature)

CSC Chairperson: _____

(Collaborative (Print)

_____ (Signature)

School Committee)

Advisory Committee Chair _____

(high schools only) (Print)

_____ (Signature)

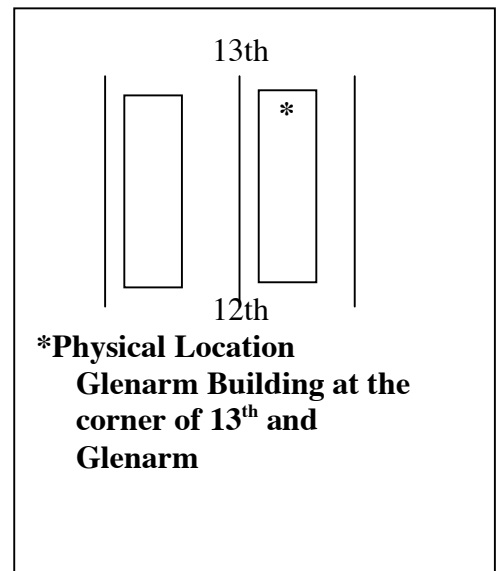
Amount Requested \$ _____

Amount of School Match \$ _____

Total amount of proposal: \$ _____

Proposals are due: By March 30, 2007

Proposal delivered to: Career & Technical Ed. Department
Emily Griffith Opportunity School
(Mailing Address) 1250 Welton
Denver, Colorado 80204



***Physical Location
Glenarm Building at the
corner of 13th and
Glenarm**