

**CEC/Division of Career Development and Transition**  
**North Carolina Chapter**  
*North Carolina State Transition Council*

***Grant Application***

The Council for Exceptional Children North Carolina Division on Career Development and Transition (CEC – NCDCDT) is inviting members to submit proposals for a competitive mini-grant designed to assist with improving transition services for students with special needs. The CEC-NCDCDT has strived for over a decade to provide information and resources to school systems regarding transition services for students with disabilities. The CEC - NCDCDT is proud to be able to sponsor eight grants for school systems for the purpose of improving or expanding transition services. Four \$1,500.00 grants will be available for NCDCDT members and four \$500.00 grants will be available for those who are non- NCDCDT members. These grants will be distributed throughout the state by the areas used for regional CEC - NCDCDT meetings (Coastal, Piedmont East, Piedmont West, and Mountain).

All recipients of grant awards will be required to do a poster session and presentation at their Regional Meeting during the 2010-2011 school year.

Below you will find the guidelines governing the admission, acceptance, and judging of grant proposals.

**Focus of the Grant:**

For the 2009-2010 grant period, proposals will be accepted that address one of the following goals:

1. To expand a school-based enterprise through the implementation of an innovative student-operated business.
2. To improve interagency collaboration and coordination between the school system and adult service providers (e.g. the establishment of a community-level or school-level transition team, adult service provider fair).
3. To increase effective inclusion of Occupational Course of Study (OCS) students enrolled in Career Technical Education (CTE) courses.
4. To improve the transition services needed to assist students with disabilities entering post-secondary educational environments.
5. To increase the involvement of the business sector as a partner in providing job training and job placements for students with disabilities.

**Selection Criteria:**

To be considered for a CEC - NCDCDT mini-grant, proposed projects must:

- Reflect best practices in transition
- Aim to achieve clearly defined goals and objectives for establishing, expanding, or improving transition services
- Indirectly or directly result in positive benefits to students with disabilities

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- Use the grant funding to supplement other funding sources to the greatest extent possible
- Feature measurable results that can be evaluated upon completion of proposed project

**Restrictions:**

- Each applicant may submit only one proposal per grant period. If an applicant submits more than one grant proposal, all of the applicant's proposals will be declared ineligible.
- The school principal and the Director of Exceptional Children must sign all proposals.
- All proposals must be mailed to the designated address and postmarked by March 12, 2010. All proposals postmarked later than March 12, 2010 will be declared ineligible. No faxed or emailed proposals will be accepted.
- No supplementary materials should be attached to the grant proposal.
- Grant proposals must be completed using a type of no less than 12 point font and standard-sized paper.
- An original plus four copies of the grant proposal should be submitted.

**Judging:**

Grant proposals will be judged by a three-person panel of professionals chosen by the NCDCDT Executive Board. The judging will be conducted in a blind format. An impartial representative of the CEC - NCDCDT will remove the applicant information sheet prior to grant review.

When writing grant proposals, **DO NOT** make reference to a specific school system or any specific school by name.

Winners will be announced by April 1, 2010. All winners will be notified by a formal announcement letter.

**Funding Limits:**

- Grant awards for NCDCDT members will be for \$1,500.00.
- Grant awards for non-members will be for \$500.00.

**Application Deadline:** March 12, 2010

***Applications for the 2009-2010 awards must be postmarked no later than March 12, 2010. Incomplete or late applications will not be considered for grant funding.***

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**Applicant Information**

Name of Applicant: \_\_\_\_\_

Project Title: \_\_\_\_\_

**For NCDCDT Members Only** - CEC Membership Number: \_\_\_\_\_

- CEC Division Memberships: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

School System: \_\_\_\_\_ School: \_\_\_\_\_

School Address: \_\_\_\_\_

School Phone #: \_\_\_\_\_ Fax#: \_\_\_\_\_

Email Address: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

E.C. Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applications should be mailed to:

**Linda Little**  
Transition Specialist  
Union County Schools  
1121 Skyway Drive  
Monroe, NC 28110

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## Project Overview

**Title:**

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**Goal(s) of the project** (Please refer to the goals referenced under the **Focus of the Grant** section):

Number of students who will benefit: \_\_\_\_\_

**Population to be served, including school system demographics, disability areas, grade levels** (100 words or less):

**Summary of project** (250 words or less):

**Justification** (Please indicate how this project will address student/school system needs and provide ongoing benefits) – (100 words or less):

**Implementation** (Please describe your plans for implementation of this project and timelines for implementation activities) – (500 words or less):

**Sustainability** (Please indicate how this project will be continued after the grant period has ended) – 200 words or less:

**Evaluation** (Please indicate how this project will be evaluated) – 200 words or less:

**Budget:**

Amount Requested: \_\_\_\_\_ (Limit =\$1,500.00 for NCDCDT members and \$500.00 for non-members)

Please list budgeted expenses by categories:

Please indicate other funding sources/amounts that will assist in supporting this project: