

APPENDIX B2
Department of Workforce Services – Pre-ETS Grant 2024
Grant Application Narrative
Grant Option 2: Summer Programs

Organization Name:

Directions: Narrative **must** be in the default size, font, spacing and space provided. Additional narrative attachments are not allowed.

1. PROGRAM OVERVIEW

Please provide a high-level overview of your program. Please provide the following information:

1. Overview/outline of your program
2. Number of students you plan to serve each year
3. Number of hours per student (10, 20, 30 or 40)
4. Projected number of weeks student will engage in Summer Programs
5. Population of students with disabilities you intend to serve (i.e. specific disability group, region/county, and/or age)
6. Staffing needed to meet program objectives

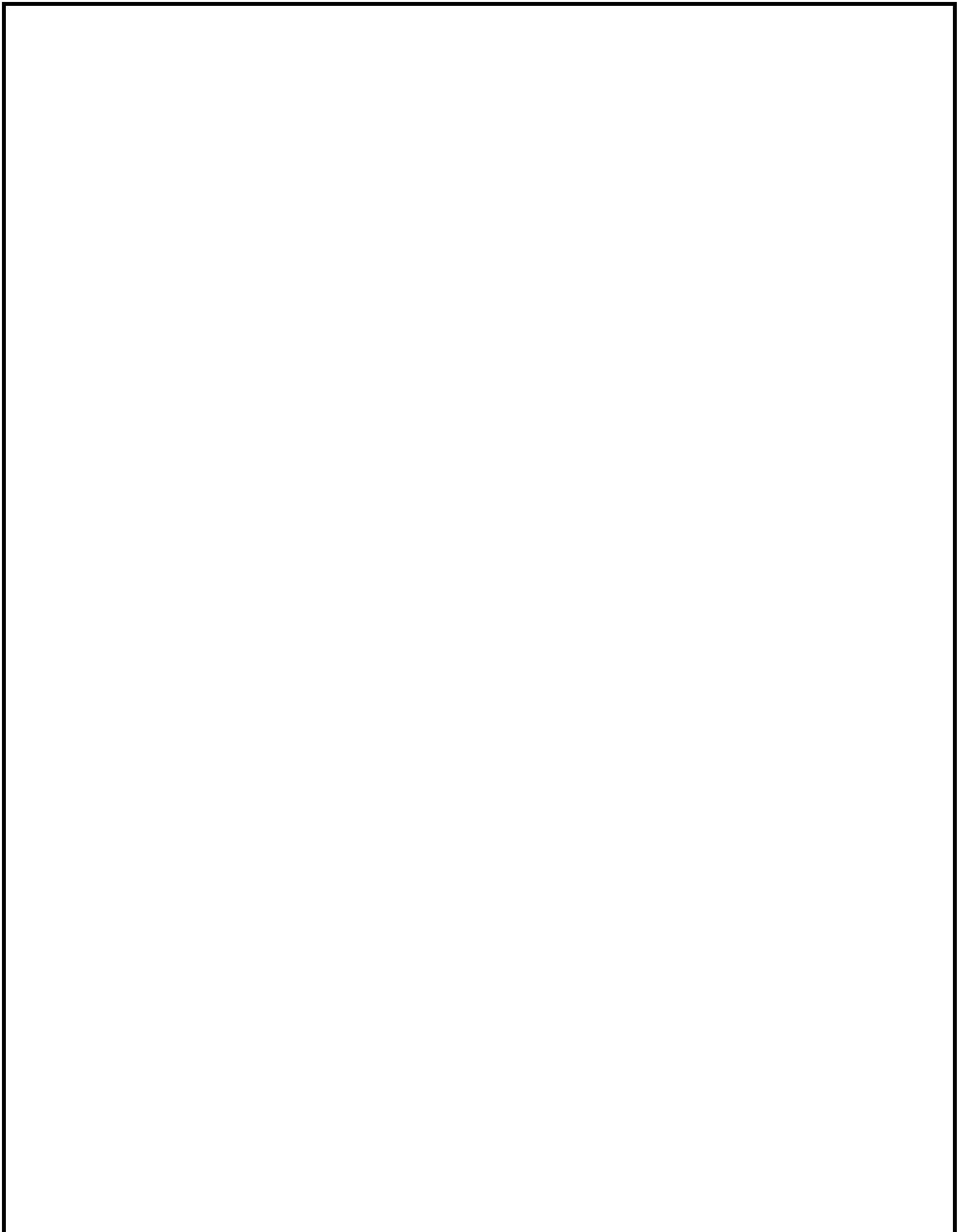
Note: The purpose of this section is to provide a high-level overview of your program. Question 2 will provide an opportunity to describe Program Services in detail.

2. PROGRAM SERVICE

Describe the scope of the services you will offer to your targeted group. If services are offered in more than one modality (setting, group, individual), please provide detail for each.

- a. Include a description of any curriculum, job skill training, self-advocacy, work readiness, and/or other elements used for program implementation.
- b. Describe the structure of each of your proposed program(s), including the duration, length and scope of the program and give a detailed description of implementation for participating students. Include a description of which of the 5 Pre-ETS you intend to provide and how you will provide them.
- c. Describe how you will assist students in accessing information and services in the Science, Technology, Engineering, and Mathematics (STEM) fields (if applicable).
- d. Include information on the location where you will provide services.
- e. Identify how you plan to actively recruit students to ensure you meet your goals in serving your projected number of students.

Note: Refer to the Scope of Work for further program details on Grant Option 2. This section should provide details about your program and help us understand how your model will look for the student.



3. STAFFING

Describe the organizational staff positions that support the program proposal, including how you will comply with collecting and sharing student information (with USOR), providing outreach to students/the community, and service delivery. Include required provider qualifications, licenses, and/or certifications specific to working with youth with disabilities, including any experience with Pre-ETS.

Note: Do not include specific employee information. (See the RFGA: Scope of Work for specific staff requirements).

4. **ELIGIBILITY**

Programs will be required to ensure students meet program eligibility requirements **prior to** participation in contracted services. Describe how the organization intends to comply with these requirements and collect disability documentation, releases of information and student data. (See the RFGA: Scope or Work for specific eligibility criteria).

Note: Describe how you will work with the student's team such as teachers, parents, case managers to obtain the needed documentation and signatures.

5. AGENCY EXPERIENCE

Describe past experiences working with students. Include experience in the following:

- a. Working with students with disabilities
- b. Working with other individuals with disabilities
- c. Providing Transition and/or Pre-ETS services

6. MEASUREMENTS AND OUTCOMES

Describe in detail your expected program performance measures and outcomes. Include information on expected skill gain of students served.

Describe your plan to conduct pre- and post-evaluations provided by DWS-USOR.

Describe how you will use the results to make program improvements.

Describe how you expect your students to benefit from these services.

Note: Include information on how you plan to conduct the pre and post assessments with students and use the information to inform services.

7. COLLABORATION

Programs will be required to collaborate with partner agencies. Describe past efforts and future plans in collaborating and coordinating with partners such as educators, families, VR Counselors, and businesses in order to provide services to students with disabilities.