# **Foundations of Career and Academic Learning (FOCAL) and**

# **Initiative for Deepening and Expanding Access to Learning through Career Pathways (IDEAL)**

**Application for Spring 2023**

**Grant Period: May 2023-August 2024**

**APPLICATION DEADLINE:** Proposals will be accepted on a rolling basis until **March 22, 2023, at 4 pm.** To submit a proposal, please complete the [**online application**](https://www.surveymonkey.com/r/CP_BPSAE2324) or email this form to careerpathways@edvestors.org

“Career Connected Learning is a continuum of awareness, exploration, preparation, and work experience developed through strong public and private partnerships” (NCSED). We know that career learning, when implemented through an equity-minded and culturally relevant approach, has the power to increase student engagement and preparation for long-term postsecondary success. We also know that schools that integrate rigorous academics with career learning and equity-minded practice see improved outcomes for the students they serve. As we work collectively to bridge from the classroom to the workplace, there is an opportunity and a need to bolster ongoing efforts with community resources to support collaboration between schools and partners focused on career-connected learning. Through its Career Pathways initiative, EdVestors seeks to partner with district and charter schools and school-connected community partners in Boston to answer **one** of the following questions:

* *What are the foundational career learning experiences in the middle grades MyCAP that facilitate students' academic and career exploration and preparation for high school?;*
* *What are the* ***foundational*** *career learning experiences that all students should access through their MyCAP prior to graduation and how could they be integrated in a schoolwide approach?; or*
* *How can my school or organization leverage elements of quality career pathways to positively impact student learning and postsecondary readiness?*

Applicants interested in addressing these questions with a focus on English Learners and students with disabilities will be given priority. Selected schools will receive a grant up to $10,000 in one of two grant areas: Foundations of Career and Academic Learning (FOCAL) and Initiative for Deepening and Expanding Access to Learning (IDEAL) through Career Pathways.

**About EdVestors’ Career Pathways Initiative**

Launched in 2017, EdVestors’ [Career Pathways](https://www.edvestors.org/initiatives/career-pathways) initiative partners with local stakeholders across sectors to prepare Boston students for postsecondary and career success. Through our Career Pathways initiative we’re increasing the number of Boston students who progress through career pathways that are engaging and relevant, address community needs, and prepare young people to enter meaningful careers.

**Description of Opportunities**

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| **Foundations of Career and Academic Learning (FOCAL)**  | **Initiative for Deepening and Expanding Access to Learning (IDEAL) through Career Pathways** |
| Schools selected to receive an FOCAL Grant will receive:* Supports to plan and implement high quality advising experiences through MyCAP
* Supports for school-based planning and technical assistance: providing guidance and lessons learned from national research and local experience to support day-to-day implementation.

Examples of efforts include, but are not limited to:* Proposals to support career exploration experiences such as field trips, job shadows, and mentoring
* Proposals to support MyCAP planning team efforts which extend beyond the school day
 | Schools selected to receive an IDEAL Grant will receive:* Supports to engage a school-based team to focus on one of the five identified high-quality career pathway elements to enhance their career pathway strategy; and/or
* Supports to explore new models of career learning that leverage best practice and address one or more of the six elements of quality career pathways.

Examples of efforts include, but are not limited to:* Proposals to increase coordination between college and career planning efforts within the building and with program partners (e.g. career advising);
* Proposals to develop or strengthen partnerships between schools and nonprofit organizations to offer industry-aligned curriculum or skill development opportunities(e.g. work-based learning);
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**Eligibility**

* Public secondary schools in Boston that enroll students in grades 6-12; schools must include grades 9-12 at a minimum. Priority will be given to efforts that support multilingual learners and students with disabilities.
* Nonprofit organizations with an existing partnership with a public school in Boston (district or charter) that enrolls students in grades 9-12 focused on career learning and skill-building through their school-based partnership work **(IDEAL Grants only)**
* Priority will be given to applicants who participated in the DESE College and Career Advising Professional Development series presented through the Massachusetts Department of Elementary and Secondary Education or school teams who participated in the district’s full 6-hour MyCAP PD session in October 2022 **(FOCAL Grants only)**.

**Expectations for Participating Schools and Community Partners**

Accepted applicants must commit to:

* Design and implement their chosen approach with fidelity;
* Engage in regular planning conversations as a team to effectively implement, monitor, measure, and learn from their process (e.g. weekly or biweekly team meetings);
* Provide periodic updates on student outcomes related to college and career readiness through grant reporting related to EdVestors’ Career Pathways Initiatives; and

**FOCAL Only**

* Participate in monthly training or professional learning offered, such as district-based workshops or school-based technical assistance sessions.
* Demonstrate commitment of planning team members, including representation of school leadership, academics, student supports, and guidance, to engage in implementation and review efforts.

**IDEAL Only**

* Choose a specific area of focus and implementation from the five career pathway [elements](https://www.doe.mass.edu/ccte/ccr/hqccp/).

**Expectations of EdVestors**

Beyond grant funds, participating schools and educators can expect EdVestors to:

* Coordinate formal and informal opportunities to share lessons learned across participating grantees; and
* Collect, analyze, and share data to track implementation and outcomes; and

**FOCAL Only**

* Provide guidance and lessons learned from national research and local experience to support day-to-day implementation.
* Support systems and infrastructure necessary to create a foundational career learning approach and implement a process for MyCAP.
* Provide school-based planning and technical assistance through onsite working sessions, virtual meetings, and/or communities of practice with local schools focused on similar areas.

**Expected Outcomes for Applicants**

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| --- | --- |
| **FOCAL** | **IDEAL** |
| * Increased student, staff, and family awareness and engagement in foundational career learning supports and the MyCAP process.
* Increased student and staff capacity to implement MyCAP as an integrated approach leading to meaningful postsecondary opportunities.
* Increased collective ownership of college and career planning process in school building and coordination among stakeholders (administrators, teachers, school counselors, partners); and
* Increased student and staff awareness of and connection to college and career opportunities in the greater Boston area.
 | * Increased student access to high-quality career pathways and career learning opportunities;
* Increased coordination and collaboration among college and career stakeholders within the school day;
* Increased connections with other schools in the city focused on similar areas; and
* An articulated career learning strategy that can be leveraged for success in future years.
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**Guidelines and Criteria**

Schools and partnerships interested in applying will need to:

* Demonstrate time in their school schedule for planning team coordination (e.g. common planning periods, opportunity for release time, out of school time, etc.);
* Demonstrate how students will be engaged in the enhanced career learning experience upon implementation; and
* Articulate expected student outcomes areas that will be influenced as a result of their approach
* Time for students to access foundational career learning supports on a regular basis during the school day. Some common examples of additional time for students include advisory, classroom-based college/career discussions (e.g., teacher-led or program partner push-ins), and school wide college/career initiatives. **(FOCAL only)**
* Articulate their career learning approach and rationale for focusing on their pathway element; **(IDEAL only)**

**Funding:**

Total investments per school will range in size from $5,000 to $10,000 depending on the scope of the described approach and needed supports. Project costs, as described in your budget, may include costs associated with professional development, stipends, career learning resources, and increasing measurement capacity. Funding may not be used to acquire significant equipment such as computers, or other capital investments. Beyond direct resources, selected schools for FOCAL grants will have access to local expertise in this area, school-based technical assistance, and cross-school learning opportunities.

**Questions Regarding Application Guidelines:**

We encourage all interested school applicants to contact us with any questions about this opportunity or the Career Pathways initiative. Please reach out to LaVonia Montouté, EdVestors’ Director of Career Pathways, at careerpathways@edvestors.org or by phone at 617-585-5740. Office hours for grant discussion can also be scheduled [here](https://calendly.com/edvcareerpathways/rfpmeeting). We look forward to hearing from you.

**Timeline:**

February 1, 2023 Application available at [www.edvestors.org](https://www.edvestors.org/initiatives/career-pathways/career-pathways-grants) Submissions are welcome at any time until the deadline.

February 8-March 22, 2023 Optional Office Hours for Prospective Applicants via [Calendly](https://calendly.com/edvcareerpathways/rfpmeeting)

March 22, 2023 Application due by 4:00 pm as attachments to

**careerpathways@edvestors.org**or electronically through this [**form**](https://www.surveymonkey.com/r/CP_BPSAE2324)

Early April 2023 Participating Schools Notified

April 2023 Grantee Information Session

May 2023-August 2024 Grant Period

**Section 1: Applicant Information**

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| **Grantee Type (mark one):** |  [ ] FOCAL [ ]  IDEAL |

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| --- | --- |
| **School:**  |  |
| **Head of School:**  |  |
| **Head of School Email:**  |  |
| **School Mailing Address:** |  |
| **City, State, Zip Code:** |  |
| **Lead Contact Name & Title:** |  |
| **Lead Contact Email:**  |  |
| **Lead Contact Phone:**  |  |
| **Fiscal Agent, if any.** *Please include your BEDF account number if using BEDF as your fiscal agent*  |  |
| **If you have an existing BILL.COM account (not required), please enter the account holder’s name and e-mail:** |  |

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| **Planning Team Member Names for 2023-2024** | **Position** | **Email Address** |
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Note: *Successful school applications will include at least one administrator/staff member, school guidance or support staff member, and teacher as members of the team.*

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| **Current Career Learning Activities** *(e.g., career days, career exploration activities, or career pathways)*  |  |
| **Current College and Career Partners** *(e.g., higher education, non-profit, or industry partners)*  |  |
| **Number of students who will be served by the proposed initiative** |  |
| **Career Pathways offered at your school or partner school and the year the pathway started (if applicable)****(e.g. Biotechnology 2019):** |  |
| **Current pathway(s) designations (check all that apply)** | [ ]  Ch. 74[ ]  Non-Ch.74[ ]  Innovation[ ]  Early College[ ]  International Baccalaureate Career Programme[ ]  School-Designed[ ]  None |
| **Number of students currently enrolled in career pathways** |  |

**Section 2: Proposal Narrative for Foundations of Career and Academic Learning (FOCAL) Grant**

**This section has questions pertaining to the FOCAL Grant. If you are applying for the IDEAL Grant, please skip to Section 3 below.**

**Please answer the following questions about your strategy to improve foundational career learning. Please answer questions fully, approximately 200-250 words.**

1. Please describe why focusing on foundational career learning and an integrated approach is important to your overall school strategy. What resources already exist to support the outcomes of this work?
2. Please describe your school community's current efforts to provide students with foundational career learning experiences. What are the areas that you would like to address through this grant? What data supports this need?
3. What systems and time already exist in the school day for students to participate in career learning activities, i.e., student advisory, courses/electives, etc.? How do you currently track data related to student career learning?
4. How will this work advance equity, culturally & Linguistically Sustaining Practices (CLSP) in your school?
5. Please describe how the planning team will collaborate regularly throughout the year and share their work with key stakeholders (e.g., students, staff, and families).
6. How will access to technical assistance and a cross-school learning community support your work? What external resources beyond funding would be most helpful?
7. What challenges do you anticipate in focusing on foundational career learning and an integrated approach?
8. ***If you participated in the DESE MyCAP PD series or district training,*** what are the remaining areas of work for your school team to reach full implementation and success?

**Section 3: Proposal Narrative for Initiative for Deepening and Expanding Access to Learning through Career Pathways (IDEAL) Grant**

**This section has questions pertaining to the IDEAL Grant. If you are applying for the FOCAL Grant, please see Section 2 above.**

**Please completely answer the following questions about your strategy to improve career pathways (approximately 200-250 words per question).**

1. Please describe why your selected element of focus is important to the overall strategy of your school or partner school. What resources already exist to support the outcomes of this work?
2. Please provide details on your proposed approach for career learning.
3. How will this work advance equity and Culturally & Linguistically Sustaining Practices (CLSP) in your school or partner school?
4. What are the expected outcomes for students? How will you engage students and other stakeholders (e.g., staff, families, partner organizations, employers, etc.) in support of those outcomes?
5. What challenges do you foresee in the pathway development process? How do you plan to address or navigate those challenges?

1. Who will be responsible for the overall implementation of the proposed approach? How will the planning team collaborate regularly throughout the year and share their work with stakeholders?
2. How will you sustain the work beyond the grant period, May 2023-August 2024?

*For organizations partnering with schools*

1. Please describe the nature of the partnership (history of partnership, services offered, students impacted)
2. How will you ensure a collaborative partnership with schools’ voices in implementation?

**Section 4: Budget**

Please complete the following funding related questions and budget form to outline how you will spend your grant up to $10,000 to develop a strategy for career connected learning.

1. For each line item in the budget below, please briefly describe how these funds will be used to increase your school’s capacity to offer career connected learning.
2. Please describe any existing resources that will support this work; consider all available supports including but not limited to personnel, in-kind, and financial support.
3. Ho

**Budget for Funding for Grant Period: May 2023-August 2024**

In the chart below, please provide a brief description of your planned expenses and the estimated amount. Please add or delete rows as needed.

Please delete the “EXAMPLE” line before completing the chart.

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| --- | --- | --- |
| **Description** | **Timing** | **Amount** |
| EXAMPLE: 10 teachers attend weekly planning meetings = 10 teachers x 15 weeks x $40/hour = $6,000 | EXAMPLE:Aug.-Dec. 2023 | EXAMPLE:$6,000 |
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| **TOTAL BUDGET** |  |  |

**OTHER RESOURCES:**

Please describe other resources (time, human capital, other funding) that will support this work.

\*\* Please note instructional supplies/materials should not exceed 25% of the total budget. In addition, large equipment (inclusive of computer hardware, e.g., laptops) may not be funded through this grant.