



OREGON DEPARTMENT OF EDUCATION
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January 23, 2012

Dear CTE Colleagues and Stakeholders:

Thank you for your thoughtful suggestions regarding the submission process for the Career and Technical Education Revitalization Grant. We recognize the many hours you have already invested in this as well as the work necessary to complete a successful grant application.

In response to your input as well as recommendations and guidance from key leaders, changes have been made to the RFP submission process. The February 10, 2012 submission date will be maintained for an initial **Application of Intent**.

This Application of Intent will demonstrate the progress applicants have made to date, and it will provide invaluable information for a status report to the Oregon Legislature during its February session. Additionally, should funds be made available, grant recipients will be poised to begin their implementation plan before the end of the school year. To the best of our knowledge, we will know the status of the grant funding by the close of the 2012 legislative session.

The **Application of Intent** process will be conducted as follows:

- All applicants will submit an Application of Intent on February 10, 2012 by 5:00 PM; no new applications will be accepted after February 10, 2012.
- The Application of Intent includes only the following items:
 - Complete Cover Sheet – RFP form pg. 15
 - Complete list of partners – RFP form pg. 17
 - One-page project abstract – RFP pg. 8
 - Response to section IIA on Outcomes and Progress Markers – RFP pg. 9
- If and when funding is made available for the CTE Revitalization Grant, a full proposal will be due within 30 days. The legislature is slated to conclude their work at the end of February or early March; an approximate date for the final submission would be in early April, 2012.
- The Application of Intent will use the same submission process identified in the RFP.

If you have additional questions regarding this process, please contact Laura Roach at 503-947-5656 or laura.s.roach@state.or.us.

Thank you for your patience and flexibility during these challenging times.

Sincerely,

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