**Explore The Trades Skills Lab, Built by Ferguson**
**HVAC or Plumbing Grant Application**

***Founding Partner***

**School Information**

1. Name of School:

2. Mailing Address:

**Please provide two contacts – ideally one at the administrative level (e.g. principal, program coordinator) and one at the instructor level (e.g. classroom teacher, program lead). This helps ensure smooth communication and alignment through the grant process. Additionally, if there are any other contacts who will be part of the grant process, please include their information.*

3. Primary Contact:

4. Primary Contact Job Title:

5. Primary Contact Email:

6. Primary Contact Phone Number:

7. Secondary Contact:

8. Secondary Contact Job Title:

9. Secondary Contact Email:

10. Secondary Contact Phone Number:

11. Which trade pathway will the proposed Skills Lab support? Choose one.
    - Plumbing
    - HVAC

12. Is the proposed Skills Lab a new program or an enhancement of an existing program? (Select **New Program** if the program is being launched for the first time. Select **Existing Program** if the request will expand, enhance, or add a trade pathway to a program that is already operating.)
    - New Program
    - Existing Program

13. What grade levels does the school serve? Select all that apply.
    - Middle School (grades 6-8)
    - High School (grades 9-12)

14. School type.
    - Public School
    - Charter School
    - Private School
    - Career and Technical Education (CTE) Center
    - Other:_____

15. What is the school's current total student enrollment?

16. Approximately how many students are expected to participate in, or benefit from, the Skills Lab program each year?

17. What percentage of enrolled students qualify for free or reduced-price lunch?

18. Please provide the demographic breakdown of your student population. Reminder that percentages for male & female should add up to 100%.

- Male %: _____
- Female %: _____
- BIPOC %: _____

*19.* Describe the need for skilled trades education at your school. Include any workforce needs, student interest, career pathway gaps, community demand, or other factors supporting the development of this program. *Responses to this question may also be submitted in video format via email to explorethetrades@gmail.com with Subject Line: Skills Lab Video Submission.*

*20.* What curriculum will be used in the proposed trades program? Please identify the curriculum and explain why it was selected, including how it meets state or local requirements and supports student career readiness. *(Note: Explore The Trades does not provide or require any specific curriculum.)*

21. How does the curriculum support career pathways in the skilled trades, and how will students be prepared for success after completing the program? Describe any career readiness activities, industry-recognized credentials, work-based learning opportunities, job shadowing experiences, internships, employer partnerships, or post-secondary connections.

22. How will hands-on learning be incorporated into the program? Please provide an example of a project or activity that develops technical skills, problem-solving abilities, and real-world workforce experience.

23. Who will teach this program? Please list the instructors' relevant licenses, certifications, industry experience, and teaching credentials. If an instructor has not been hired, please describe your hiring timeline.

24. What career and technical education (CTE), trades, or technical programs are currently offered at your school?

25. Was the school district planning to establish this trades program before applying for this grant? If yes, describe any existing plans, funding sources, or partnerships that support implementation.

26. Please describe the equipment, tools, instructional stations, and other resources needed for the proposed Skills Lab. Include any specific equipment or items the school expects to purchase or acquire to support student learning. *(Note: We understand that needs change over time as well, and this list is not final.)*

27. Please provide a current or proposed classroom/lab floor plan or layout for the Skills Lab. If a floor plan is not yet finalized, please describe the intended layout, available space, and how equipment and student work areas will be organized.

28. How will the program be sustained following the initial equipment grant support?

29. What is the plan to recruit students for the program? Please describe your outreach strategy and any evidence of current student interest or demand.

30. Has your school used career aptitude or interest assessment data to help students explore and identify skilled trades career pathways? If so, please describe how the data has helped students discover different opportunities.

31. What outcomes will be used to measure program success? Please identify specific metrics and targets, such as student enrollment, program completion, industry credentials earned, work-based learning participation, postsecondary placement, apprenticeship enrollment, or employment outcomes.

32. Will the proposed Skills Lab be operational and ready to serve students by Fall 2027? If not, please share the anticipated timeline and any factors that could affect readiness, such as facility renovations, equipment procurement, staffing, funding, or other implementation considerations.

33. If this application is not selected, is it financially feasible for this program to start/continue?

**Industry Partner Information**

1. Please describe any current industry, business, community, or education partnerships that support the program. Include who the partners are, how long the partnerships have existed, and how the partnerships benefit students, the school, and the community.

2. What specific goals do the school and industry partner(s) hope to achieve through this partnership?

3. Was this partnership established before this grant project, or was it developed specifically to support this initiative?

4. What are the long-term goals for this partnership, and what actions will each partner take to achieve these goals?

**Please complete the section below ONLY if your school is applying for an Existing Program.**

*The following questions should only be completed by schools with an existing program that are seeking equipment upgrades, lab improvements, or facility enhancements.*

1. How long has the program been offered to students? Please include the year the program began.

2. Describe how the program has grown since its launch. Include enrollment trends, student demand, or other indicators of growth.

3. What evidence demonstrates the success of the program to date? Please include any available data related to enrollment, completion rates, industry credentials, postsecondary placement, apprenticeship, employment outcomes, or other student achievements.

4. Are facility modifications required to accommodate the proposed upgrades or comply with local building, safety, or code requirements? If yes, please describe.

**All applicants must complete the section below.**

- ❑ I understand and acknowledge that the equipment will never be sold on a public site, such as Craigslist or Facebook Marketplace, or used in a personal residence or on property other than the selected school.
- ❑ I confirm that all statements above are accurate and true to the best of my knowledge.
- ❑ Should this application be accepted, I agree to track student participation and progress for the purpose of the grant evaluation process and potential site visits, as requested by Explore The Trades.

**Signature:** _____ **Date:** _____