

Idaho Career Ready Students

FAQ's



WHAT IS THE IDAHO CAREER READY STUDENTS PROGRAM?

On March 31, 2023, Governor Brad Little signed into law [H267](#) creating the Idaho Career Ready Students (ICRS) Program.

This historic, **\$45Million** investment in Career Technical Education (CTE) created a program administered through the Idaho Department of Education (IDE) to increase the capacity of CTE in Idaho middle and high schools, grades 7-12, particularly in rural and remote communities.

WHAT ARE THE GOALS OF THE IDAHO CAREER READY STUDENTS PROGRAM?

Idaho Career Ready Students funds were advocated and prioritized for:

1. Capital investments for **in-demand** and **highly skilled** careers, specifically the trades, welding, fabrication, machining, Ag, forestry, mining, nursing, and cyber security.
2. Supporting Idaho's **rural schools** to develop programs that align with the priorities of rural communities, industry needs, and partnerships.
3. Innovation in addressing **regional** and **community** needs.
4. Addressing the challenges local education agencies (LEA's) encounter when accessing resources to sustain high-quality career technical programming.

HOW ARE IDAHO CAREER READY STUDENTS FUNDS DIFFERENT FROM ADDED COST FUNDS?

Idaho Career Ready Students (ICRS) funds are administered through the Idaho Department of Education (IDE). ICRS funds are separate from the Division of Career Technical Education and reduce the reliance on federal funds for Career Technical Education programming and the requirements attached to these federal funds.

WHO IS ELIGIBLE FOR AN IDAHO CAREER READY STUDENTS GRANT?

Any Idaho local education agency (LEA), public school district, or public charter school is eligible to apply for an Idaho Career Ready Students (ICRS) grant, with preference given to proposals from **rural** and **remote districts**.

WHAT IS THE DEADLINE TO SUBMIT AN IDAHO CAREER READY STUDENTS GRANT?

Idaho Career Ready Students (ICRS) proposals are not subject to deadlines and may be submitted throughout the year based upon the following timeline.

| ICRS Application Timeline | |
|---|--------------------|
| Submission Date | Award Date |
| Proposals received prior to August 15, 2023 | September 15, 2023 |
| Proposals received prior to November 1, 2023 | December 1, 2023 |
| Proposals received prior to February 1, 2024 | March 1, 2024 |
| Proposals received prior to May 1, 2024 | June 1, 2024 |

WHAT ITEMS ARE ELIGIBLE FOR AN IDAHO CAREER READY STUDENTS GRANT?

Eligible expenses include, but are not limited to:

- **Capital expenditures** needed to upgrade and expand existing CTE programs (e.g., machines, tools, and other one-time purchases).
- **Capital costs** associated with **building programming** and **construction** (e.g., architectural and design fees, actual construction costs, and costs to finish out an existing construction project).
- **Initial investments** to develop CTE programs specific to local regional and job markets (e.g., instructional and program materials and supplies, consumable materials and supplies, and equipment specific to instruction).

WHAT ITEMS ARE IN-ELIGIBLE FOR AN IDAHO CAREER READY STUDENTS GRANT?

In-Eligible expenses include, but are not limited to:

- **Curriculum** for existing programs.
- **Instructor travels** for professional development, course work, and conferences.
- **Student travel** for general field trips and extra-curricular activities. *Specific, itemized, requests for travel may be considered on a case-by-case basis.*
- **Soft costs** associated with building programming and construction (e.g., contractor administration and overhead fees, building permits, etc.). *Architectural and design fees, and contingency fees ARE allowable expenses.*

HOW ARE IDAHO CAREER READY STUDENTS' PROPOSALS AWARDED?

Idaho Career Ready Students (ICRS) proposals are awarded through the Idaho Career Ready Students Council.

The ICRS Council is established in Idaho Code §33-2214. It is comprised of eleven members and is chaired by the Superintendent of Public Instruction.

Council Members

- **Debbie Critchfield**, Chair, Superintendent of Public Instruction
- **Dr. Clay Long**, Administrator, Idaho Division of Career Technical Education
- **Lex Godfrey**, Secondary CTE Instructor, Career Technical Educators of Idaho
- **Brandy Funk**, Secondary CTE Instructor, Career Technical Educators of Idaho
- **Rodney Farrington**, Associate Professor, Career Technical Educators of Idaho
- **Robb Bloem**, StanCraft Companies, Representing Industry
- **Dana Kirkham**, Idaho Environmental Coalition, Representing Industry
- **Angelique Rood**, Idaho Power, Representing Industry
- **Marie Price**, Idaho Forest Group, Representing the Workforce Development Council
- **Senator Kevin Cook**, Idaho Senate, District 32
- **Representative Judy Boyle**, Idaho House of Representatives, District 9

HOW ARE IDAHO CAREER READY STUDENTS GRANTS DISTRIBUTED?

Idaho Career Ready Students grants will be available immediately upon approval and may be awarded on either an annual or multi-year basis.

Capital Expenditures:

- Local Education Agencies (LEA's) may purchase capital expenditures approved by the Idaho Career Ready Students (ICRS) Council and submit a request for reimbursement, or a district issued purchase order, or vendor invoice to ICRS@sde.idaho.gov.
- Payments will be issued to the LEA within 45 days of receipt.

Initial investments to develop CTE programs specific to local regional and job markets:

- Local Education Agencies (LEA's) may purchase materials, supplies, consumables, and equipment approved by the Idaho Career Ready Students (ICRS) Council and submit a request for reimbursement, or a district issued purchase order, or vendor invoice to ICRS@sde.idaho.gov.
- Payments will be issued to the LEA within 45 days of receipt.

Capital Costs Associated with Building Programming and Construction:

- Local Education Agencies (LEA's) may begin capital projects upon notification of grant award from the Idaho Career Ready Students Council.
- Local Education Agencies (LEA's) may pay for capital costs approved by the Idaho Career Ready Students (ICRS) Council and submit a request for reimbursement, or a district issued purchase order, or vendor invoice to ICRS@sde.idaho.gov.
 - The LEA is responsible for notifying contractors of this process and adjusting the terms of payment accordingly.
 - Idaho Career Ready Students funds will not reimburse interest or fees for late or missed payments.
- Payments will be issued to the LEA within 45 days of receipt.

WHAT IS THE DEADLINE FOR WHEN IDAHO CAREER READY STUDENTS GRANT FUNDS ARE TO BE SPENT?

- There is no deadline for when Idaho Career Ready Students (ICRS) grant funds are to be spent.
- It is the responsibility of the Local Education Agency (LEA) to follow and abide by budgeting policies and procedures to ensure access to and availability of ICRS funds upon distribution to the LEA.
- It is the expectation of the ICRS Council that LEA's will be good stewards of ICRS grant funds and that LEA's will expend funds in a timely and responsible manner.

WHAT HAPPENS IF AN LEA CANNOT USE ALL IDAHO CAREER READY STUDENTS GRANT FUNDS AWARDED TO THEM?

Any unused Idaho Career Ready Students (ICRS) grant awards will be returned to the program fund and awarded to other ICRS proposals not previously accepted.

CAN I USE MY IDAHO CAREER READY STUDENTS GRANT AWARD FOR SOMETHING OTHER THAN WHAT WAS SUBMITTED?

Idaho Career Ready Students (ICRS) grants may only be used for the proposals accepted by the ICRS Council.

WHAT ARE THE REPORTING REQUIREMENTS FOR AN IDAHO CAREER READY STUDENTS GRANT?

Local education agencies (LEA's) are required to provide quarterly progress reports and a final project completion report to the Idaho Career Ready Students Council.

ICRS funds will need to be accounted for as part of a district/charter's financial reports.

WHICH CODES SHOULD WE PLACE THESE FUNDS UNDER FOR OUR FINANCIAL REPORTS?

- Local education agencies (LEA's) should use an available 240's fund number that is not already purposed for another use.
 - Undesignated fund numbers at the state level include: 242, 244, 247, 248, and 249.
- **Do not use fund number 243 for ICRS grants.**
- Use Revenue Code 439000 – “Other State Revenue” to record revenues for ICRS grants.