

TEXAS WORKFORCE COMMISSION SKILLS DEVELOPMENT FUND

DUAL CREDIT PROGRAM

Program Overview

Introduction

This Request for Applications (RFA) makes available one million dollars (\$1,000,000) to further support the creation and expansion of dual credit career and technical educations in Texas schools. The programs must be highly technical in nature, and address local area demands for high-skill, high-demand occupations in high-wage industries.

As eligible grant recipients, a local public junior college, public state college, or public technical institute (hereafter collectively referred to as “College”) will be the fiscal agent of this program and will be the recipient of grant funds under this program. The Texas Workforce Commission (TWC) will serve as the administering entity for the program.

TWC will accept applications from Colleges that partner with a school district to either develop a dual credit and certificate attainment program in high-demand occupations or further expand existing programs through additional curriculum development and enhancement or equipment purchases or repair.

Applications should support programs that model effective education and training opportunities for high school students in high-demand occupations. Funds will be used to:

- Support programs between high schools and Colleges:
 - That provide industry-endorsed courses offered for joint high school and college-level credit; and
 - That provide college credit for career or technical education programs that lead to an industry-recognized license, credential, certificate, or degree;

All programs developed, enhanced, or supported with these funds should result in positioning students for gaining employment in high demand and high wage employment opportunities upon completion of training.

- Support programs that result in establishing a skilled workforce to meet the needs of high-demand fields or occupations through documented collaboration with Local Workforce Development Boards evidenced by an analysis of local industry demand.

- Support the development of dual credit programs through purchase or repairing of necessary equipment for a dual credit course, or the development of course curriculum.

Below is information on eligibility, program parameters, and application requirements. Following that is the application that must be completed, signed, and returned to TWC for review, approval and grant award prior to the project implementation.

Eligible Applicants

- Public junior colleges, public state colleges, and public technical institutes, as defined by Section 61.003, Texas Education Code.
- If more than one (1) application is received from an Eligible Applicant, TWC will only consider the first application received from the Applicant.

Funding

- Total funding available for this program is approximately \$1,000,000.
- Applicants may request funds up to \$225,000.
- Applications requesting funds in excess of \$225,000 will not be considered for award.
- The funding source for this program is Texas Labor Code, Chapter 303, Section 303.003(b-2), as enacted by HB 3028, 83rd Leg., R. S. (2013).
- Projects developed and meeting the parameters of the program will be funded primarily on a first come, first serve basis until all available funds are exhausted. Projects received from Eligible Applicants who have not previously received funding under this program will receive priority.

Program Information:

- **Award Specific Requirements**
 - The grant period for the grants awarded under this RFA is approximately twelve (12) to fifteen (15) months from the grant start date. Anticipated grant start date is July 1, 2015.

- Applicants awarded a grant under this program shall comply with the following requirements:
 - Partner with a school district to develop dual credit and certificate attainment in high-skill, high-demand, and high-wage occupations;
 - Develop or enhance industry-endorsed courses, in accordance with Texas Labor Code, Section 303.003(b-2)(1), offered for joint high school and college-level credit;
 - Courses and occupations must support high-skill, high-demand, and high-wage occupations in industries such as:
 - Advanced Logistics
 - Automotive Technology
 - Avionics Technicians
 - Business Management Technology
 - Computer Graphics
 - Computer Networking and Security Technology
 - Construction Equipment Operators, Operating Engineers, Engineering Technology
 - Field Service Technology
 - HVAC and Refrigeration Technology
 - Instrument Technology
 - Petroleum Technology
 - Process Technology
 - Instrumentation and Electrical Technology
 - Oil and Gas, Petrochemical
 - Surgical Technician
 - Pharmacy Technician
 - Electronics Technician
 - Information Technology
 - Computer Programming
 - Machining
 - Welding
 - Utility Lineworker
 - Pipefitting
 - Plumbing
 - Diesel Mechanics
 - Web Programming
 - Video Game Design
 - Develop or enhance training curriculums for career or technical education programs that lead to a Level 1 or Level II industry-recognized license, credential or certificate;

- Curriculum developed or enhanced will result in college credit for career or technical education programs that contributes to an industry-recognized license, credential, or certificate;
- Curriculum development for some industries and occupations will not be considered for funding at this time. Industries not eligible for funding include:
 - Accounting
 - Auto Service Technician
 - Automotive Body Repairers
 - Business Administration
 - Business Leadership
 - Business Management
 - Business Office Specialist
 - Building Construction Science
 - Certified Nurse Aide
 - Child Development
 - Commercial Music Performance
 - Commercial Music Sound Engineering
 - Corrections and Corrections Officer, Security
 - Cosmetology
 - Criminal Justice
 - Customer Service Specialist
 - Digital Media Imaging
 - Electronic Health Specialist
 - Fire Administration
 - Government and Public Administration
 - Law Enforcement
 - Marketing Management
 - Medical Assistant
 - Medical Office Administration
 - Office Administration
 - Office Systems Technology
 - Public Safety
- Document collaboration with the applicable Local Workforce Development Board (LWDB) to establish a skilled workforce to meet the needs of high-demand fields or occupations, as evidenced by an analysis of local industry demand;
- Engage the support of employers in the community to include a letter of support from at least one employer in the state; and

- Support the development of dual-credit programs through the purchase or repairing of necessary equipment for a dual-credit course, or the development of course curriculum for approved program areas.

- **Deliverables**

The following deliverables, targets, and due dates are minimum requirements:

Deliverables Description	Deliverable Target	Deliverable Due
Provide to the designated Agency Contract Manager a Memorandum of Understanding (MOU) between the primary Applicant and one or more school districts, verifying a dual credit partnership between partners	1 MOU	30 days after the grant execution date
Provide to the designated Agency Contract Manager documentation of collaboration with Local Workforce Development Board	A letter from Local Workforce Board collaborating and confirming identified industries and occupations	30 days after the grant execution date
Provide to the designated Agency Contract Manager a timeline for purchase and acquisition of equipment	Timeline with dates of purchase and expected acquisition	30 days after the grant execution date
Provide to the designated Agency Contract Manager all Purchase Approval Forms prior to purchase of equipment, showing model name and number, and final price	Purchase Approval Forms	60 days after the grant execution date
Provide to the designated Agency Contract Manager all Purchase Acquisition Forms verifying purchase and receipt of equipment	Purchase Acquisition Forms	10 days after receipt of equipment and prior to contract end date

Deliverables Description	Deliverable Target	Deliverable Due
Provide to the designated Agency Contract Manager evidence of the purchase or repairing of necessary equipment (if applicable)	Evidence of purchase or repair of equipment	60 days before the grant end date
Provide to the designated Agency Contract Manager the course curriculum developed or enhanced (if applicable)	Digital copy of curriculum	60 days after the grant end date
Provide to the designated Agency Contract Manager a final report summarizing the dual-credit program. Summary should include a plan on how program will continue beyond contract end date.	Final report summary	Applicant to provide no later than 60 days before the grant end date

Application Submission

Application is due 45 days from publication of this RFA. Completed application may be submitted to:

Cristina Ramos
Texas Workforce Commission
101 E. 15th Street, Room 424T
Austin, Texas 78701
Cristina.ramos@twc.state.tx.us

If you do not have email capabilities, you may either fax the signed application to Cristina Ramos at (512) 936-3420 or mail the original signed application to the address above.

APPLICATION AND SUBMISSION FORM

Applicants must provide the response to each question in the space provided. Space will expand as information is typed in the field; however, Applicants must ensure that completed application packet does not exceed 20 pages.

APPLICATION INFORMATION	
Name of College:	Ranger College
Contact Name and Title:	Dixon Bailey, VP or Workforce Development
Contact Phone Number:	325-668-9657
Contact Email Address:	dbailey@rangercollege.edu
College Address:	1100 College Circle
City/State/Zip Code:	Ranger Texas
Authorized Signature:	

Please provide a summary of the project for which you are requesting funds by answering the following questions:

1. Identify the local school district to be included in the project. Please describe the partnership with the school district, including:

a. How long has the partnership been in existence?

Ranger College and Stephenville ISD executed an MOU in 2007 to deliver academic dual credit courses.

b. How many schools are served in this school district by the applicant?

Total: 6 Schools

Total Enrollment: 3685 Students

Main Campus: 1000 Students

c. Is there a dual credit program already in place? If yes, please describe.

Ranger College and Stephenville ISD executed an MOU in 2007 to deliver academic dual credit courses. Stephenville, ISD enrolls approximately 180 students in dual credit courses each semester.

2. Describe collaboration with the LWDB. Please include:

a. LIST OF OCCUPATIONS:

Occupation Title	SOC Code	Industry	Projected Started Wage	Projected Number of Jobs
Machinist I	51-4041	FMC, Inc.	\$14.50	60
Machinist II	51-4011	FMC, Inc.	\$16.13	30

**High-wage includes those occupations with a minimum starting wage of no less than \$14.00/hour.*

b. Summary of Projected Growth of Targeted Industry(ies) in the LWDB area:

Below are data provided by the Workforce Solutions for North Central Texas for the target area:

Description	2015 Jobs	2018 Jobs	2015 - 2018 Change	2015 - 2018 % Change
Computer-Controlled Machine Tool Operators, Metal and Plastic	1,003	1,082	79	8%
Machinists	2,843	3,051	208	7%

Stephanie Roberts

Senior Workforce Planner Workforce Solutions for North Central Texas

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E-mail: sroberts@dfwjobs.com

www.dfwjobs.com

3. Summary of demonstrated need from employer, including:

a. Letter of support from at least one employer in the state;

FMC Technologies in Stephenville, TX provides products for the oil and gas industry. One of the key processes required for the manufacture of our products is metal machining. As a result, trained, qualified machinists are a crucial component of our workforce.

FMC Technologies in Stephenville, TX currently employees approximately

170 machinists. Therefore, FMC Technologies supports Ranger College in the development of dual credit partnerships with the local ISD and will be willing to provide on-going support for the program including guest lectures, plant tours, sample materials, machine programming support, maintenance support, etc. This partnership to develop and provide machinists would be a strategic advantage for FMC Technologies, supporting and enhancing potential growth of our business in Stephenville, TX.

Best Regards,

Chris Moore

Operations Manager

E: chris.moore@fmcti.com

P: [254 965 8200](tel:2549658200)

M: [254 459 0504](tel:2544590504)

b. Name(s) of business, industry association, and other contributors to this section;

c. Summary of demonstrated need:

Ranger College is collaborating with the Stephenville Economic Development Corporation, FMC Inc. and the local Independent School District. (See attached letters of support/need)

4. Provide a description of the courses and curriculum to be supported, developed or expanded with these funds, including:

a. Courses and programs:

- **Must be industry-endorsed and offered for joint high school and college-level credit;**
- **Must be for career or technical education programs that lead to a Level I or Level II industry-recognized license, credential, certificate, or for college credit for career or technical education programs that lead to an industry-recognized license, credential or certificate; and**
- **Must support the previously identified allowed industries, as identified under Grant Awards Specific Requirements**

The following courses will be created to comply with Workforce Education Course Manual and Coordinating Board guidelines to be offer as dual credit. Furthermore, the program will document the skills needed for entry-level employment in the local area. Ranger College will work with FMC, Inc. via a curriculum development process

to identify and incorporate the knowledge, skills and abilities utilized in the industry. Students completing the program will receive a Level I certificate from Ranger College, and be prepared to take the NIMS certification exam. The academic certification and industry recognized certification would prepare the student to apply for employment locally at FMC, Inc. and through out the State.

CERTIFICATE OF COMPLETION

LEVEL I

MACHINING

○ First Semester Courses	Semester Hours
○	
○ MCHN 1320 Precision Tools & Measurement	3
○ MCHN 1438 Basic Machine Shop I	4
○ MCHN 1413 Basic Milling Operations	4
○ MCHN 1408 Basic Lathe.....	4
○ Total Hours.....	15

○ Second Semester Courses	Semester Hours
○	
○ MCHN 1441 Basic Machine Shop II.....	4
○ MCHN 2433 Advanced Lathe Operations.....	4
○ MCHN 2437 Advanced Milling Operations.....	4
○ MCHN 2403 Fundamentals of CNC.....	4
○ Total Hours.....	16

○ Total Hours.....31

○ CAPSTONE EXPERIENCE – Student will participate in a comprehensive capstone experience during the semester in which they complete their course work.

MACHINING (MCHN)

1320 – Precision Tools and Measurement (2-4) 480501 An introduction to the modern science of dimensional metrology. Emphasis on the identification, selection, and application of various types of precision instruments associated with the machining trade. Practice of basic layout and piece part measurements while using standard measuring tools. Lab fee required. Credit 3 semester hours.

1408 Basic Lathe (2-4) 480501 An introduction to the common types of lathes. Emphasis on basic parts, nomenclature, lathe operations, safety, machine mathematics, blueprint reading, and theory. Credit 4 semester hours.

1413 – Basic Milling Operations (2-4) 480501 An introduction to the common types of milling machines part nomenclature, basic machine operations and procedures, safety, machine mathematics, blueprint reading, and theory. Co-requisite: MCHN 1438 or consent of department chair. Lab fee required. Credit 4 semester hours.

1441 Basic Machine Shop II (2-4) 480501 A continuation of Basic Machine Shop (MCHN 1438). The student will expand their skills in the operation, set-up, and applications of machine tools and precision measuring tools. An increased level of accuracy and proficiency is expected for machining operations and the use of precision measuring tools. Lab fee required. Prerequisite: MCHN 1438 or consent of department chair. Credit 4 semester hours.

1438 – Basic Machine Shop I (2-4) 480501 A course that introduces the student machining fundamentals. The student begins by using basic machine tools such as the lathe, milling machine, drill press, power saw, and bench grinder. Machine terminology, theory, math, part layout, and bench work using common measuring tools is included. Emphasis is placed on shop safety, housekeeping and preventive maintenance. Lab fee required. Credit 4 semester hours.

2403 – Fundamentals of CNC (2-4) 480501 Programming and operation of Computer Numerically Controlled (CNC) machine shop equipment. Prerequisite: MCHN 1438 or consent of department chair. Lab fee required. Credit 4 semester hours.

2433 Advanced Lathe Operations (2-4) 480501 A study of advanced lathe operations. Identification and use of special cutting tools and support tooling, such as form tools, carbide inserts, taper attachments, follower and steady rests. Close tolerance machining required. The student will continue to progress in their skill level in the operation of a lathe and the use of precision measuring tools. Lab fee required. Prerequisite: MCHN 1413 or consent of department chair. Credit 4 semester hours.

2437 Advanced Milling Operations (2-4) 480501 Study of advanced milling machine operations. Identification and/or use of milling cutters and accessories. The student will continue to progress in their skill level in the operation of a milling machine and the use of precision measuring tools. Lab fee required. Prerequisite: MCHN 1413 or consent of department chair. Credit 4 semester hours.

5. Demonstrate the need for equipment requested and to be purchased or repaired by funds (*if applicable*) with a description of the courses and the program that the equipment purchases or repairs will support.

The CNC equipment is necessary to provide the hands-on skills required to secure the NIMS certification, Level One Certificate, and most importantly entry-level employment as a CNC machine operator.

5. BUDGET: Please fill-out the attached budget forms with requested grant amount, not to exceed the amount of funds available under this program. Courses and/or equipment included in budget must match courses and equipment identified in the above descriptions.