Idaho Career Ready Students

SY 2025/2026 Micro-Grant Instructions and Application

The Idaho Career Ready Students (ICRS) program, administered by the State Department of Education, aims to increase the capacity of career technical education (CTE) in Idaho's middle and high schools, serving grades 7-12, particularly in rural and remote communities.

Up to $1 million in grant funding is available for districts and public charter schools to apply for micro-grants for equipment and consumable supplies of up to $50,000 for the 2025/2026 school year.

**The application period closes October 17, 2025, at 6:00 pm (MST). Incomplete and/or late applications will not be considered.**

The goals of this grant funding are:

* Capital investments for in-demand and highly skilled careers, specifically the trades, welding, fabrication, machining, agriculture, forestry, mining, nursing, and cybersecurity
* Support to develop programs that align with the priorities of local communities, industry needs, and partnerships
* Increase capacity for students to access high-quality CTE programming
* Innovation in addressing regional and community needs and in addressing the challenges local school districts and public charter schools encounter when accessing resources to sustain high-quality career technical programming

# GRANT iNSTRUCTIONS

## Awards

ICRS grant awards will be available immediately upon approval. Preference will be given to proposals from districts and public charter schools that have not previously received an ICRS grant. Grant requests to support establishing new or expanding existing middle school programs are encouraged.

Districts and public charter schools that received a grant during a previous round of funding may apply for a micro-grant to fund programming for a school or building within their boundaries that did not previously receive funding. Districts and public charter schools that previously received an ICRS grant of $50,000 or less may apply for a grant for the same school or building. These proposals will be evaluated after proposals for new funding have been considered.

## What items are eligible for an Idaho Career Ready Student’s Micro-grant?

Eligible expenses include, but are not limited to:

* Capital expenditures to upgrade or expand existing CTE programs (e.g., machines, tools, and other one-time purchases).
* Materials and supplies to develop or expand CTE programs specific to local and regional job markets (e.g., program materials and supplies, consumable materials and supplies, and equipment specific to instruction).

## What Items are In-Eligible for an Idaho Career Ready Students Micro-Grant?

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

* Curriculum for new or existing programs
* Instructor travel for professional development, coursework, and conferences
* Student travel for field trips, extra-curricular activities, and CTSO events
* Capital costs for building, programming, and construction (e.g., architectural and design fees, actual construction costs, and costs to finish out an existing construction project)
* Shipping and handling, state sales tax, and other administrative fees. Freight charges for large pieces of equipment ARE eligible, within the maximum grant award of $50,000.
* Contractor and/or staff labor for the installation of new equipment and/or the demolition or removal of old equipment.

## How are Idaho Career Ready Students Micro-Grants Awarded?

* Idaho Career Ready Students (ICRS) micro-grant proposals are awarded through the Idaho Career Ready Students Council
* The ICRS Council is established in Idaho Code [§33-2214](https://legislature.idaho.gov/statutesrules/idstat/Title33/T33CH22/SECT33-2214/) and is comprised of eleven members and chaired by the Superintendent of Public Instruction
* The ICRS Council will consider micro-grant applications during its November 6, 2025, regular meeting
* Successful applicants will be notified after the November 6, 2025, ICRS Council meeting
* Funding will be on a reimbursement basis, and documentation of expenses must be provided

## What makes a District/Charter Eligible to Receive Funding?

Any Idaho local education agency (LEA), public school district, or public charter school is eligible to apply for an Idaho Career Ready Students (ICRS) micro-grant.

## Evaluation Rubric

| Question | Points Available |
| --- | --- |
| This will be the first ICRS grant the district or public charter school has received. | 5 points |
| The district or public charter has pursued, applied for, or requested other funding sources for this program. | Other funding sources have been requested and not awarded – 3 points  Other funding sources have been requested and are in process or waiting to hear – 2 points  Other funding sources have been requested and awarded – 1 point |
| The grant will prepare students for careers in an industry identified as a priority by the ICRS. | 5 points |
| Overall quality of responses and grant application. | Well-conceived and thoroughly developed – 5 points  Clear and complete – 4 points  Requires additional clarification – 3 points  Lacks sufficient information – 2 points  Information not provided – 1 point |
|  | **Total minimum points – 18** |
| **Bonus points – 2** | This grant will support a new or existing middle school program. |
|  | **Total possible points - 20** |

# Idaho Career Ready Students Micro-grant application

**Email the completed application and supporting documentation submitted as a PDF to** [**icrs2025@sde.idaho.gov**](mailto:icrs2025@sde.idaho.gov) **on or before October 17, 2026, 6:00 PM MST. Incomplete applications or applications submitted past the deadline will not be eligible for consideration. In the event of a scoring tie, the time stamp will rank applicants.**

## DEMOGRAPHIC INFORMATION

District/Public Charter School Name:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

District/Public Charter School Number:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Main Point of Contact for the grant (name and contact information):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent/Charter Administrator Name:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent/Charter Administrator Signature and Date:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## GRANT APPLICATION

### PROGRAM INFORMATION

1. If awarded, will this be the first ICRS grant the district or public charter school has received?

\_\_ YES \_\_ NO

1. Does this request support a new or existing middle school program within the district or public charter school?

\_\_ YES \_\_ NO

1. Does this request support a new or existing secondary program, pathway, or cluster within the district or public charter school?

\_\_ YES \_\_ NO

1. Has the district or public charter school pursued, applied for, or requested other funding sources for this program?

\_\_ YES \_\_ NO

1. Please list the funding sources and amounts that have been granted to support this program.

#### Funding Source: *(List all that apply)*

#### Status of the Request: *(Check all that apply)*

\_\_ Awarded \_\_ Not Awarded \_\_ In Process or Waiting to Hear

1. Will this program prepare students for careers in any of the following industries?

\_\_ Agriculture \_\_ Cybersecurity \_\_ Fabrication

\_\_ Forestry \_\_ Machining \_\_ Mining

\_\_ Nursing \_\_ Trades \_\_ Welding

## BENEFITS TO THE COMMUNITY/REGION/STATE

1. Please describe how your community, region, or the state will benefit from an ICRS grant:

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## INDUSTRY PARTNERS

1. Please identify any partnerships with local industry or other stakeholders including but not limited to Technical Advisory Committee (TAC) membership, financial support or donations, in-kind donations, equipment, instructor(s), technical help, etc.

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## SUSTAINABILITY

1. Please describe your plan to sustain the program and keep it viable:

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## PROGRAM METRICS AND OUTCOMES

1. Please provide the program outcomes you wish to achieve if awarded an ICRS grant:

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1. Please provide the metrics you will use to determine the program’s success:

|  |  |
| --- | --- |
| Year 1: |  |
| Year 2: |  |

## Grant Request

1. Please list the resources requested with this ICRS grant application and summarize how they will be used:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# SUBMISSION

1. I have reviewed the grant application instructions and understand the requirements and eligible expenses for applying for a micro-grant for the 2025/2026 school year.

\_\_ YES \_\_ NO

By signing your name below, you attest that all information provided is true and correct to the best of your knowledge, and that your district/charter administrator has approved the submission of this grant application.

|  |  |  |
| --- | --- | --- |
| Signature | Printed Name | Date |

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**Email the completed application and supporting documentation as a PDF to** [**icrs2025@sde.idaho.gov**](mailto:icrs2025@sde.idaho.gov)

For Questions Contact

Idaho Career Ready Students

Idaho Department of Education

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