Request for Proposals

Application Template

Careers Electric

Period of Performance: May 15, 2026 – October 15, 2028

Cover Page

College Name: _____

Attestations

Note: This application does not require original signatures. For submission purposes, please read and attest by entering a "Yes" in the appropriate boxes.

This RFP has been reviewed by the following:	Response
College President	
Chief Financial Officer	
Senior Program Administrator	

☐ Confirm your commitment to achieve **at least 20% growth in Electrical Systems Technology (EST) enrollment** over the grant performance period.

☐ Confirm your commitment to participating in train-the-trainer learning opportunities and to contribute to the **NC Electrification Training Network** to share practices, data, and outcomes.

☐ Confirm your ability to track and report on standard **enrollment and completion data** and **employer engagement data** at the end of each semester.

☐ Confirm your acknowledgement that **NC Community College System Office data** may also be considered for performance monitoring and reporting.

Primary Contact for Grant

Name _____

Title _____

Email Address: _____

Phone Number _____

Date of Application Submission: _____

Application Narrative

Section 1: Description of EST Program Status & Capacity (10 Total points)

1. List existing Electrical Systems Technology (EST) program courses, including course titles, modalities, and delivery formats (i.e. in-person, online, hybrid, evening/weekend, etc.).

EST Course Title	Modality (in-person, online, hybrid, etc.)	Delivery Format (MWF, T/Th, Evening, etc.)

2. List existing conferrable EST certificates and diplomas and note any student wait lists.
This box will expand as you type your response.

3. List existing Workforce Continuing Education (WCE) courses, including course titles, modalities, and delivery formats (i.e. in-person, online, hybrid, evening/weekend, etc.).

WCE Course Title	Modality (in-person, online, hybrid, etc.)	Delivery Format (MWF, T/Th, Evening, etc.)

4. Briefly describe any existing electrical apprenticeship and/or registered apprenticeship pathways, including enrollment totals. *This box will expand as you type your response. Maximum Word Count: 250*

Report total unduplicated enrollment in EST programs for AY 2024-25.	To be evaluated by System Office staff
Report total unduplicated enrollment in WCE programs for AY 2024-25.	To be evaluated by System Office staff
Report current number of qualified full-time EST & WCE faculty instructors for AY 2025-26.	
Report current number of qualified adjunct EST & WCE faculty instructors for AY 2025-26.	
Report any faculty vacancies for AY 2025-26	

5. Check all current barriers to increasing EST program enrollment that apply:

☐ Faculty recruitment / retention

☐ Instructor licensure requirements

☐ Lab capacity and/or equipment

☐ Scheduling constraints

☐ Student recruitment

☐ Student financial barriers

☐ Limited employer engagement

☐ Other (use the space in the box below)

6. Briefly describe your top three program capacity constraints, faculty availability, laboratory space, equipment, etc. *This box will expand as you type your response. Maximum Word Count: 300*

Section 2: Employer & K-12 Partnerships (20 Total Points)

1. List key local or regional employers currently engaged with your EST program or electrical WCE offerings. Indicate their role (e.g., advisory, work-based learning, hiring partner, apprenticeship sponsor, etc.).
This box will expand as you type your response. Maximum Word Count: 250

2. List key local and regional employers who you will engage to participate in the NC Electrification Training Network. *This box will expand as you type your response. Maximum Word Count: 250*

3. Describe existing EST K-12 partnerships, such as dual enrollment options, boot camps/academies, and career awareness activities. *This box will expand as you type your response. Maximum Word Count: 300*

4. Explain how EST employer and K-12 partnerships will be leveraged to support enrollment growth and pipeline development. *This box will expand as you type your response. Maximum Word Count: 300*

Section 3: Local Workforce Demand (20 Total Points)

1. The need for this program should be substantiated by a comprehensive review of labor market research and industry demand analysis. Provide evidence to support electrical program expansion by using 3 – 5 bullet points to detail projected employment growth, job openings and average/median wages.
This box will expand as you type your response. Maximum Word Count: 400

2. Describe which specific labor market need(s) you will seek to address with your program expansion funding across the residential, commercial, and/or industrial sectors. Ex. Expand pipeline of students earning AAS degrees and prepared to work in the commercial sector. *This box will expand as you type your response. Maximum Word Count: 400*

Section 4: EST Program Expansion (20 Total Points)

1. In the section below, provide a description of proposed program expansion activities. Topics may include student wait lists, new credentials to be offered, strategies to hire and retain faculty, equipment/supplies purchases, student recruitment and support strategies, expanded scheduling, additional marketing and recruitment, apprenticeship or employer-sponsored cohorts, expanded dual enrollment, and/or new workforce board partnership activities.
This box will expand as you type your response. Maximum Word Count: 500 Words

Section 5: Budget (10 Total Points)

Budget Worksheet

Use the budget worksheet below to forecast grant funds to expand the college's current EST program. Please use rounded numbers. Please make sure that your request does not exceed the maximum amount allowable for this RFP.

	Budget Categories	FY 2026-2027	FY 2027-2028	Total Requested
A.	Salaries, Instructional			
B.	Fringe			
C.	Supplies and Materials			
D.	Program Equipment			
E.	Travel			
F.	Curriculum Development			
G.	Recruitment/marketing			
H.	Faculty Professional Development			
I.	Other (Please consult with NCCCS staff)			
			Total Budget Request:	

Budget Narrative. Provide a brief narrative of the expenditures for each budget category with requested funds as listed above to describe how you will build capacity of your electrical training program.

This box will expand as you type your response. Maximum Word Count: 400 Words