

OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION

1500 West Seventh Avenue • Stillwater, Oklahoma 74074

COMPETITIVE TECHNOLOGY CENTER LOTTERY GRANT FY26
THIRD ROUND PROPOSAL APPLICATION (2025-2026)**PROPOSAL INFORMATION**

- PROPOSAL TITLE:
- SUMMARY OF PROPOSAL (*1-2 sentences*):
- SUMMARY OF EQUIPMENT REQUESTED (*main pieces*):
- NAME OF TECHNOLOGY CENTER:
- PROGRAM AREA: (check applicable box or boxes)
 - ☐ Agriculture Education (AGED)
 - ☐ Business, Marketing, and Information Technology Education
 - ☐ (BMITE) Family and Consumer Sciences (FCS)
 - ☐ Health (HEALTH)
 - ☐ Science, Technology, Engineering, and Math (STEM)
 - ☐ Trade and Industrial Education (T&I)
 - ☐ Workforce and Economic Development (WED)
- AMOUNT REQUESTED: ➤ AMOUNT OF MATCHING FUNDS:

CONTACT INFORMATION

APPLICANT NAME: Select:

APPLICANT JOB TITLE:

APPLICANT PHONE NUMBER: Extension:

APPLICANT E-MAIL ADDRESS:

NAME OF SUPERINTENDENT: Select:

SUPERINTENDENT'S E-MAIL ADDRESS:

SUPERINTENDENT'S PHONE NUMBER: Extension:

TECHNOLOGY CENTER MAILING ADDRESS:

PROPOSAL DETAILS

NOTE: Prior to writing each proposal section, please review the current year's Request for Proposals (RFP) and Reviewer's Rubric for evaluation criteria.

- A. **Technology Description:** Clearly and thoroughly details the technology requested, and project size, scope, and goals for implementation of this technology. *Summarize your response in 1,800 characters or less (spaces included in the count).*

- B. **Justification:** Clearly Identify why this technology is being requested and how it fits in the program's long-term plan. *Summarize your response in 1,800 characters or less (spaces included in the count).*

- C. **Instructional Delivery:** Clearly define the mode of instructional delivery, potential to involve many students/clients in multiple age groups and demographics, and method of long-term project sustainability. *Summarize your response in 1,800 characters or less (spaces included in the count).*

D. Student/Client Success: Clearly describe assessments, evaluations and reporting tools that are relevant to the technology, and appropriately measure student/client success. *Summarize your response in 1,800 characters or less (spaces included in the count).*

HOW TO APPLY

- ☐ Obtain and PDF the Letter of Support and Sustainability. *It must be signed by the technology center superintendent, explain how he or she intends to sustain the project's funding, and be printed on technology center letterhead.*
- ☐ Ensure you have completed the Proposal Details in this document. *Applicants should compare their responses to the Reviewer's Rubric and the information in the RFP before saving as a PDF or submitting it.*
 - A. **Technology Description:** Clearly and thoroughly details the technology requested, and project size, scope, and goals for implementation of this technology.
 - B. **Justification:** Clearly identify why this technology is being requested and how it fits in the program's long-term plan.
 - C. **Instructional Delivery:** Clearly define the mode of instructional delivery, potential to involve many students/clients in multiple age groups and demographics, and method of long-term project sustainability.
 - D. **Student/Client Success:** Clearly describe assessments, evaluations and reporting tools that are relevant to the technology, and appropriately measure student/client success.
- ☐ Complete the Budget Request worksheet. *Applicants should compare their responses to the Reviewer's Rubric and the information in the RFP before saving as a PDF or submitting it.*
- ☐ Combine completed proposal application into one PDF document and in this order for submission:
 - 1. Letter of Support and Sustainability
 - 2. FY26 Technology Center Competitive Proposal Application (2025-2026)
 - 3. FY26 Technology Center Budget Request Form (2025-2026)
 - 4. Any additional requested documentation PDF, such as a Letter of Matching Funds Support, a Letter of Shipping, Handling and Installation Support, and/or a supplemental vendor document that breaks down shipping, handling, and installation when it is included in a lump sum.
- ☐ E-mail completed proposal to tcslotterygrants@careertech.ok.gov by November 14 2025.
- ☐ Check e-mail 24 hours after submitting proposal. Applicants should receive a verification e-mail response regarding agency receipt of proposal. Applicants that have not received an e-mail during the work week should contact Kim Downey at kim.downey@careertech.ok.gov as soon as possible.