FY2027 CONSTRUCTION EDUCATION FUND (CEF)
GRANT APPLICATION

This application is submitted under the MSBOC Grant Administration Policy and Miss. Code Ann. § 31-3-14.

Submit ONE ELECTRONIC COPY of this completed application and all required attachments to MSBOC Office Coordinator Lacey Stokes, lacey@msboc.us by December 31, 2026. Failure to submit a complete application, or submission after the deadline, may result in the application being rejected.

Note: *The Mississippi Housing Institute receives a statutory allocation of Construction Education Fund monies under Miss. Code Ann. § 31-3-14 and does not submit a competitive application under this process.*

SECTION A — APPLICANT / ORGANIZATIONAL INFORMATION

1. Name of Institution / Organization:

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2. Address:

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3. Federal Tax ID #:

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4. Primary Contact Name & Title:

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5. Contact Phone / Email:

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6. Project Title:

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7. Amount of CEF Funds Requested:

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8. Eligibility Classification (check one):

☐ Public Community or Junior College

☐ Mississippi State Institution of Higher Learning (Construction Technology Program)

☐ Mississippi Construction Education Foundation

☐ Public High School participating in the Foundation's School-to-Work Program

☐ Approved Construction Education Trust

☐ Other (specify): _____

9. If a Mississippi State Institution of Higher Learning: Is this a Construction Technology Program?

☐ Yes ☐ No

10. If a Community College or Public High School: Does this institution participate in the Mississippi Construction Education Foundation's School-to-Work Program?

☐ Yes ☐ No

11. Has this institution previously received a CEF grant?

☐ Yes — briefly describe prior award(s), amount(s), and outcomes below

☐ No

SECTION B — PROJECT NARRATIVE

Provide a narrative (recommended 1–2 pages, attached separately) addressing each of the following. This narrative will be scored under Demonstrated Need, Alignment with Statutory Purpose, Workforce Impact/Industry Need, Program Design, Industry Partnerships, Sustainability, and Geographic Reach.

☐ Demonstrated need for the proposed construction education or craft training project

☐ How the project aligns with the statutory purpose of the Construction Education Fund (Miss. Code Ann. § 31-3-14)

☐ Anticipated workforce impact and relevance to current construction industry needs

☐ Description of curricula, program design, and instructional approach

☐ Industry and employer partnerships supporting the project (e.g., letters of support, MOUs)

☐ Geographic area(s) served and any rural or underserved populations reached

☐ Plan for sustaining the program after CEF funding ends

SECTION C — PROJECT TIMELINE

Provide a timeline of major project milestones and activities. Add rows as needed.

Timeframe	Activity / Milestone	Responsible Party

SECTION D — DETAILED BUDGET AND BUDGET JUSTIFICATION

Awarded funds may be used only for construction education and craft training curricula and program development, faculty development, equipment, student scholarships, student assistantships, and continuing education programs related to construction education and craft training. At least 75% of Board distributions must be used for construction craft training. Awarded funds shall not be commingled with the applicant's normal operating funds, regardless of the source of such funds.

Itemized Budget

Budget Category	Description / Line Item	CEF Funds Requested	Other Funds (if any)
Curricula / Program Development			
Faculty Development			
Equipment			
Student Scholarships			
Student Assistantships			
Continuing Education Programs			
TOTAL			

Budget Justification

Briefly explain, by category, how each requested cost is necessary and reasonable to accomplish the project's objectives.

SECTION E — ORGANIZATIONAL INFORMATION AND EVIDENCE OF CAPACITY

☐ Description of organizational structure and relevant staff qualifications

☐ Description of facilities, equipment, and other resources available to support the project

☐ Evidence of ability to manage grant funds and comply with reporting/monitoring requirements

☐ Status/outcomes of any currently active or previously funded CEF or other grant-funded projects

SECTION F — PERFORMANCE MEASURES

Identify the performance measures and workforce metrics the applicant will track and report over the grant period, which may include:

☐ Number of participants enrolled

☐ Number of participants completing training

☐ Industry credentials earned

☐ Apprenticeships created

☐ Employment placements

☐ Retention rates

☐ Employer partnerships

☐ Wages earned following completion

Describe the specific, measurable performance targets for this project:

SECTION G — FUNDING PRIORITIES

Indicate which Board funding priorities this project addresses (check all that apply):

☐ Expand construction workforce participation

☐ Increase apprenticeship opportunities

☐ Address skilled labor shortages

☐ Promote contractor education and training

☐ Improve safety training and certification

☐ Increase industry credential attainment

☐ Recruit youth and underrepresented populations into construction careers

☐ Support rural workforce development initiatives

☐ Advance innovative training methods and technologies

SECTION H — REQUIRED CERTIFICATIONS

By signing below, the authorized representative of the applicant institution certifies, to the best of their knowledge, that:

☐ The information provided in this application is true, accurate, and complete.

☐ The applicant meets the eligibility requirements of the MSBOC Grant Administration Policy and Miss. Code Ann. § 31-3-14.

☐ The applicant understands that no funds shall be distributed until a Grant Agreement is executed.

☐ If awarded, grant funds will be used solely for the purposes described in this application and permitted under the Grant Administration Policy, and will not be commingled with the applicant's normal operating funds.

☐ The applicant will comply with all applicable reporting, monitoring, record retention (minimum 5 years after closeout), and audit requirements.

☐ The applicant will disclose, in writing and as soon as known, any actual, potential, or perceived conflict of interest involving this application.

☐ The applicant understands that funds not obligated within 12 months, or not expended within 24 months, of the award date (absent a written Board-approved extension) may be de-obligated and recaptured.

☐ The applicant understands grant funds may NOT be used for: lobbying; political activities; entertainment; alcoholic beverages; fines or penalties; contributions or donations; expenses outside the approved scope of work; personal expenses; or costs incurred before grant approval unless specifically authorized in writing by the Board.

☐ The applicant understands the Board may require repayment of funds expended for unallowable purposes, unsupported expenditures, expenditures outside the approved scope, or expenditures obtained through misrepresentation.

Authorized Representative Signature: _____

Printed Name / Title: _____

Date: _____

REQUIRED ATTACHMENTS CHECKLIST

☐ Completed Application, Sections A–H

☐ Project Narrative

☐ Project Timeline

☐ Itemized Budget and Budget Justification

☐ Evidence of organizational capacity (e.g., staff resumes, facility description)

☐ Letters of support / industry partnership documentation (if applicable)

☐ Any additional documentation required by the current Notice of Funding Opportunity

APPENDIX A — LIST OF CRITERIA TO DETERMINE CEF GRANT AWARD

1. Applicant must be an eligible entity under Section IV of the Grant Administration Policy.
2. Funds may only be used for construction education and craft training purposes described in Section XI (Allowable Costs).
3. Number and status of previously funded CEF projects still in operation.
4. At least 75% of Board-wide funds distributed must support construction craft training.
5. Geographic balance across the State.
6. Variety and type of work covered by proposed programs.
7. Minimum number of students served by each program.
8. Accountability features, including performance measures and reporting capacity.
9. Alignment with the Board's current annual funding priorities (Section G).

APPENDIX B — REVIEW COMMITTEE SCORING SHEET (Staff/Board Use)

Applicant Name: _____ Project Title: _____

Evaluation Category	Max Points	Score
Demonstrated Need	15	
Alignment with Statutory Purpose	15	
Workforce Impact / Industry Need	15	
Prior Grant Performance	5	
Organizational Capacity	10	
Program Design	10	
Industry Partnerships	10	
Budget Reasonableness	10	
Sustainability	5	
Geographic Reach	5	
TOTAL	**100**	

Funding Recommendation:

- ☐ Fund as Requested
- ☐ Fund with Modifications
- ☐ Do Not Fund

Reviewer Comments:

Reviewer Signature: _____ Date: _____