

## Administrative Memo

**Date:** October 30, 2018  
**To:** Superintendents, High School Principals, Area Career Center Directors, and Postsecondary Deans and Directors  
**From:** Janice Rehak, coordinator, Office of College and Career Readiness  
**Subject:** CCR-18-014 – Fiscal Year 2020 Vocational-Technical Education Enhancement Grants

The Vocational-Technical Education Enhancement Grant, established through the Outstanding Schools Act of 1993, continues to serve as a mainstay in the growth and expansion of quality career education in Missouri. With the focus of funds directed toward curriculum, instructional equipment, and facility improvement for state-approved career education programs, the Enhancement Grant is committed to providing students with the tools and experience needed to be successful in a high-demand career occupation.

Each year the Department of Elementary and Secondary Education is required to post a request for grant awards through the [Vocational-Technical Education Enhancement Grant Planning Guide and Administrative Manual](#). This guide outlines the grant award process, establishes allowable and non-allowable expenditures, and lists those instructional areas which have been determined to directly align with the qualifying high-demand occupations.

As in past years, the list of grant-eligible instructional areas for Fiscal Year 2020 (FY20) includes some occupations that were not included for the current cycle and omits some program areas that have been previously eligible. Eligible grantees are strongly encouraged to carefully review the list, which can be found on pages 15-20 of the planning guide and administration manual. Schools are encouraged to apply for [50/50 Career Education Equipment/Educational Resources Grants](#) for programs that are not included on the FY20 high-demand list.

For more information or questions, please contact Janice Rehak at 573-526-4900 or [Janice.Rehak@dese.mo.gov](mailto:Janice.Rehak@dese.mo.gov).