



The Alabama Construction Industry Craft Training Board

CAREER TECH

CONSTRUCTION GRANT GUIDELINES

(Effective for Fiscal Year 2026 Grant Cycle)

The Alabama Construction Industry Craft Training (CICT) Board has grants available for High School Career Tech training programs that provide construction industry craft training. The mission of the CICT Board is to support training programs in building a qualified workforce to meet the growing demand for skilled commercial construction workers in Alabama.

The following are the guidelines for submitting grant applications for funding from the Construction Industry Craft Training Program for the **Career Tech Construction Grant**. This grant is designed to assist K-12 education entities recognized by the Alabama State Department of Education who provide or wish to provide quality skills training directly tied to a specific commercial construction skill or trade. **The Career Tech Construction Grants allow for awarded funds to be accessed prior to training program purchases.** If a Career Tech Construction Grant is awarded, the same training program is NOT eligible to apply for any other CICT Grants within the same fiscal year. **Residential ONLY construction training programs are not eligible.**

TRAINING PROGRAM CRITERIA:

- Must demonstrate the benefit the training will have for the commercial construction industry and job placement of graduates working for commercial construction contractors. A minimum of two letters of support from commercial contractors stating their specific, detailed commitments to supporting the program are required. The letters should include contractor pledges to support the program in any of the following ways: as mentors, visiting instructors, allowing job-site visits, providing internships, and hiring graduates.
- Must identify the type of construction craft training that will be provided and identify the NCCER or other industry recognized curriculum that will be used.
- Must demonstrate training facilities and equipment are safe and meet NCCER requirements or industry standard requirements and safety regulations.
- Must identify skills and credentials students will earn. It is preferred for credentials to be awarded to students.
- Must include documentation of Instructor's training and related experiences and the student/teacher ratio.
- Must include realistic and measurable performance outcomes, including enrollment numbers, completion rates, attendance rates, and job placement rates with commercial construction contractors.
- Must include a detailed budget including all costs to be considered for grant funding and corresponding documentation.

EXPENSES ELIGIBLE FOR THE CAREER TECH CONSTRUCTION GRANT FUNDING:

- Each training program is eligible to apply for up to \$20,000 per fiscal year.
- Textbooks, training manuals, and other curriculum directly related to the training program.
- Expendable materials and supplies directly related to the training program.
- Small tools costing \$500 or less per single item. Tools provided must be documented including type of tool, quantity, cost, and other pertinent information.



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- Purchases of equipment used for training that do not exceed \$5,000 per single item or \$10,000 total. Equipment provided must be documented including the type of equipment, quantity, quotes, and other pertinent information.

REQUIREMENTS FOR FUNDING AND REPORTING PERFORMANCE:

- Accurate records must be maintained to document the training activities and grant funded purchases.
- Grant recipients must submit accurate CICT required reports. Required reports include key performance indicator data, student rosters, use of grant funds and other performance measures documenting the implementation and success of the program.
- In order to receive funds, an accurately completed CICT invoicing form, followed by back-up documentation (purchase orders, receipts, etc.) must be submitted. All backup documentation must be clearly labeled in accordance with the terms of the agreement.
- CICT Invoices should be submitted within 30 days following the end of the formal training or within 10 days following the grant fiscal year-end (September 30), whichever is the earliest; All invoices are due no later than October 10 following the end of the fiscal year.
- Funds not expended by the grant expiration date will be rescinded by the Board.
- Failure to submit timely reports or to submit proper documentation could result in loss of grant funds.

BUDGET AMENDMENTS AND PROGRAM MODIFICATION:

- Requests to make minor changes to the use of funding must be in writing and approved by the CICT Staff.
- Modifications to the training must be approved by the CICT Board in writing prior to implementing changes. Modifications must be consistent with the intent of the original grant application.

APPLICATION PRIORITIZATION AND REVIEW

- K-12 education entities recognized by the Alabama State Department of Education may submit one Career Tech Construction Grant per training program, per training site in a fiscal year and may not apply for any other CICT Grants within the same fiscal year for the same training program.
- Applications will be scored and prioritized by the Board. Grant funding will be awarded based on the Board's evaluation, the merit of the training program and the available funds. The Board is not obligated to award funding if the training programs do not support the mission statement and/or meet the training standards of the Board.
- The Board and/or its authorized representatives will score each application and assign an overall score. The overall score is based on the percentage of the total maximum points applicable to the application as assigned by the Board. Evaluation criteria and the maximum points possible per subcategory for grants are listed below:



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Evaluation Factor

Training Commercial Contractor Support and Job Placement
Training Preparation and Administration
Training Program and Outcomes
Training Cost

TOTAL:

Maximum points

40 points
20 points
20 points
20 points

100 points

APPLICATION SUBMISSION, DEADLINES, AND EFFECTIVE DATES:

•The online application may be accessed at www.alcict.com. Ensure you are completing the Career Tech Construction Grant application and not the reimbursable grant applications. To be considered for funding, a Career Tech Construction Grant application must be submitted according to the following application timeline chart:

CICT Quarterly Application Due Dates/Grant Effective Dates (for all grants other than Task Grants)

APPLICATION DUE DATE:	GRANT EFFECTIVE DATE (IF APPROVED):
July 1, 2025	October 1, 2025
October 1, 2025	January 1, 2026
January 1, 2026	April 1, 2026
April 1, 2026	July 1, 2026

•The CICT Board will notify the successful grant applicants in the form of an award letter and a grant agreement. The Fiscal Agent for the entity's training program will sign the budget and the grant agreement and submit to the Board. Upon the Board's execution of the grant agreement, the Board will provide a copy of the executed grant agreement.

•Funds may be expended from the effective date of the grant through the end of the fiscal year, September 30, 2026. You are encouraged to apply by January 1 to ensure you have the time needed to expend your funds and submit the necessary paperwork.

BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (Protection Act):

As a condition of any funds awarded, the grantee agrees to comply with the terms of the Beason-Hammon Alabama Taxpayer and Citizen Protection Act and any subsequent amendments. It is the responsibility of the fiscal agent to ensure compliance of this Act by all sub-grantees.



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GRANT RESCINDMENT:

A negotiated amount of grant funds approved by the Board will be returned by the Training Provider to The Craft Training Fund if at any time during the grant fiscal year the Training Provider's obligations to the Board are not fulfilled.