

#### § 421.4

- (a) Major divisions or specialty areas identified within occupations studied;
- (b) Minimum hours of study to be competent in those divisions or specialty areas;
- (c) Minimum tools and equipment required in those divisions or specialty areas;
- (d) Minimum qualifications for instructional staff; and
- (e) Minimum tasks to be included in any course of study purporting to prepare individuals for work in those divisions or specialty areas.

(Authority: 20 U.S.C. 2416)

#### § 421.4 What regulations apply?

The following regulations apply to the Business and Education Standards Program:

- (a) The regulations in this part 421.
- (b) The regulations in 34 CFR part 400.

(Authority: 20 U.S.C. 2416)

#### § 421.5 What definitions apply?

The definitions in 34 CFR 400.4 apply to this part.

(Authority: 20 U.S.C. 2416)

### Subpart B [Reserved]

### Subpart C—How Does the Secretary Make an Award?

#### § 421.20 How does the Secretary evaluate an application?

- (a) The Secretary evaluates an application for a grant or cooperation agreement on the basis of the criteria in § 421.21.
- (b) The Secretary may award up to 100 points, including a reserved 15 points to be distributed in accordance with paragraph (d) of this section, based on the criteria in § 421.21.
- (c) Subject to paragraph (d) of this section, the maximum possible score for each criterion is indicated in parentheses after the heading for each criterion.
- (d) For each competition as announced through a notice published in the FEDERAL REGISTER, the Secretary may assign the reserved points among the criteria in § 421.21.

(Authority: 20 U.S.C. 2416)

#### 34 CFR Ch. IV (7–1–04 Edition)

#### § 421.21 What selection criteria does the Secretary use?

The Secretary uses the following criteria to evaluate an application:

(a) *Program factors.* (15 points) The Secretary reviews each application to assess the quality and effectiveness of the applicant's approach to developing national standards for competencies in industries and trades, including the extent to which the application proposes—

- (1) To develop standards for—
  - (i) The competencies required for actual jobs, including the increased competency requirements created by the changing workplace;
  - (ii) Major divisions or specialty areas identified within the occupations the applicant proposes to study;
  - (iii) The minimum hours of study needed to be competent in those divisions or specialty areas;
  - (iv) Minimum tools and equipment required in those divisions or specialty areas;
  - (v) Minimum tasks to be included in any course of study purporting to prepare individuals for work in those divisions or specialty areas; and
  - (vi) Minimum qualifications for instructional staff in those divisions or specialty areas; and
- (2) An adequate needs assessment of the program factors described in paragraph (a)(1) of this section as a part of the project.

(b) *Extent of need for the project.* (15 points) The Secretary reviews each application to determine the extent to which the project meets specific needs, including—

- (1) The extent of the need for national standards for competencies in the major division or specialty areas identified within the occupations that the applicant proposes to study;
- (2) How the applicant identified and documented those needs;
- (3) How the standards to be developed will meet those needs, including the need of business for competent entry-level workers in the occupations to be studied; and
- (4) The benefits to business, labor, and education that will result from meeting those needs.

(c) *Plan of operation.* (15 points) The Secretary reviews each application to

determine the quality of the plan of operation for the project, including the extent to which—

(1) The plan of management will be effective, will ensure proper and efficient administration of the program, and includes timelines that show starting and ending dates for all tasks;

(2) The specific procedures proposed will accomplish the project's objectives, including how the procedures for selecting the business-labor-education technical committees will ensure that the members are knowledgeable about the occupations to be studied and include representatives of business, labor, and education;

(3) The applicant plans to organize and operate the business-labor-education technical committees effectively in developing national standards for competencies in industries and trades;

(4) The development of proposed competencies for major divisions or specialty areas within occupations will be coordinated with education and industrial trade associations, labor organizations, and businesses;

(5) The methods the applicant proposes to use to select project participants, if applicable, will ensure that project participants who are otherwise eligible to participate are selected without regard to race, color, national origin, gender, age, or disability.

(d) *Evaluation plan.* (10 points) The Secretary reviews each application to determine the quality of the evaluation plan for the project, including the extent to which the plan includes specific procedures for—

(1) A formative evaluation to help assess and improve the accuracy of standards for competencies; and

(2) A summative evaluation conducted by an independent evaluator.

(e) *Key personnel.* (10 points) (1) The Secretary reviews each application to determine the extent of the applicant's experience in fields related to the objectives of the project.

(2) The Secretary reviews each application to determine the quality of key personnel the applicant plans to use including—

(i) The qualifications, in relation to project requirements, of the project director, if one is to be used;

(ii) The qualifications, in relation to project requirements, of each of the other key personnel to be used in the project;

(iii) The appropriateness of the time that each person referred to in paragraphs (e)(2) (i) and (ii) of this section will commit to the project; and

(iv) The experience and training of the project director and key personnel in project management.

(f) *Budget and cost effectiveness.* (10 points) The Secretary reviews each application to determine the extent to which—

(1) The budget is adequate to support the project; and

(2) Costs are reasonable in relation to the objectives of the project.

(g) *Dissemination plan.* (10 points) The Secretary reviews each application to determine the quality of the dissemination plan for the project, including—

(1) A clear description of the dissemination procedures;

(2) A description of the types of materials the applicant plans to make available;

(3) Provisions for publicizing the proposed national standards for competencies in industries and trades; and

(4) Provisions for encouraging the adoption and use of the proposed standards by education and training programs.

(Approved by the Office of Management and Budget under Control No. 1830-0013)

(Authority: 20 U.S.C. 2416)

**Subpart D—What Conditions Must Be Met After an Award?**

**§ 421.30 What is the cost-sharing requirement?**

(a) The Secretary pays no more than 50 percent of the cost of a project.

(b) Each recipient of an award under this part shall provide at least 50 percent of the cost of the business-labor-education technical committees established under the award.

(Authority: 20 U.S.C. 2416(c))