



**Florida Job Growth Grant Fund
Workforce Training Grant Proposal**

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed and signed by an authorized representative of the entity applying for the grant. Please read the proposal carefully as some questions may require a separate narrative to be completed.

Entity Information

Name of Entity: Big Bend Technical College (BBTC)

Federal Employer Identification Number (if applicable): [REDACTED]

Contact Information:

Primary Contact Name: Jodi Tillman

Title: Director

Mailing Address: 3233 S Byron Butler Parkway
Perry, FL 32348

Phone Number: 850-838-2545

Email: jodi.tillman@taylor.k12.fl.us

Workforce Training Grant Eligibility

Pursuant to 288.101, F.S., The Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. This includes workforce training grants to support programs offered at state colleges and state technical centers.

Eligible entities must submit proposals that:

- Support programs and associated equipment at state colleges and state technical centers.
- Provide participants with transferable and sustainable workforce skills applicable to more than a single employer.
- Are offered to the public.
- Are based on criteria established by the state colleges and state technical centers.
- Prohibit the exclusion of applicants who are unemployed or underemployed.



1. Program Requirements:

Each proposal must include the following information describing how the program satisfies the eligibility requirements listed on page 1.

- A. Provide the title and a detailed description of the proposed workforce training.
Diesel Maintenance Technician and Diesel System Technician I

- B. Describe how this proposal supports programs at state colleges or state technical centers.

This proposal will support Big Bend Technical College by affording the institution the opportunity to open two (2) new postsecondary adult vocational (PSAV) program that train for one or more of the statewide and regional targeted occupations.

- C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.

Diesel Maintenance Technician and Diesel System Technician I completers may obtain employment working on diesel transportation vehicles, diesel engines found in heavy equipment. This can include construction equipment, agricultural and forestry implements, semi trucks, dump trucks and equipment used for heavy hauling.

- D. Does this proposal support a program(s) that is offered to the public?

Yes No

- E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.

These programs are a career preparatory program approved by the Florida Department of Education, and are listed on the state and regional TOL and leads to an industry certification.

- F. Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?

Yes No



G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of jobs anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

This proposal will enable these programs to train students using a rigorous curriculum as required by the Florida Department of Education and purchase equipment to be used in the hands-on laboratory. Successful completion of these programs will enable students to go work in a high skill, high wage career. Based on the Florida Statewide Occupations List there are 394 annual openings with a 1.65% annual growth rate.

2. Additional Information:

A. Is this an expansion of an existing training program? Yes No

If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.

B. Does the proposal align with Florida's Targeted Industries? (View Florida's [Targeted Industries here.](#))

Yes No

If yes, please indicate the targeted industries with which the proposal aligns.

If no, with which industries does the proposal align?

Other Manufacturing

C. Does the proposal align with an occupation(s) on the Statewide Demand Occupations List and/or the Regional Demand Occupations List? (View Florida's [Demand Occupation Lists here.](#))

Yes No

If yes, please indicate the occupation(s) with which the proposal aligns.

If no, with which occupation does the proposal align?

Bus and Truck Mechanics and Diesel Engine Specialists SOC 493031



D. Indicate how the training will be delivered (e.g., classroom-based, computer-based, other).

If in-person, identify the location(s) (e.g., city, campus, etc.) where the training will be available.

If computer-based, identify the targeted location(s) (e.g. city, county, statewide) where the training will be available.

These programs will be traditional classroom-based programs with a hands-on laboratory offered at Big Bend Technical College, Perry

E. Indicate the number of anticipated enrolled students and completers.

20

F. Indicate the length of program (e.g., quarters, semesters, weeks, etc.), including anticipated beginning and ending dates.

January 10, 2018

December 19, 2018

Begin Date: _____ End Date: _____

G. Describe the plan to support the sustainability of the proposal.

These programs will be supported by Workforce funding which is allocated by the Florida Legislature each year. These programs will generate tuition in addition to Perkins funding for established programs. These funding sources will provide the sustainability for the program.

H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code if applicable.

The CIP 0647060515/CIP 0647061305 Students will be eligible to take the ASE Medium/Heavy Truck Tests



I. Does this project have a local match amount?

Yes No

If yes, please describe the entity providing the match and the amount.

J. Provide any additional information or attachments to be considered for the proposal.

Taylor and surrounding counties are small rural areas. With this proposal these programs will provide valuable training that leads to industry certifications that will allow students to pursue high skill, high wage careers

3. Program Budget

Estimated Costs and Sources of Funding: Include all applicable workforce training costs and other funding sources available to support the proposal.

A. Workforce Training Project Costs:

Equipment	\$ 60000		
Personnel	\$ 49,025		
Facilities	\$ 15,000		
Tuition	\$		
Training Materials	\$ 25000		
Other	\$	Please Specify:	_____
Total Project Costs	\$ 149,025		

B. Other Workforce Training Project Funding Sources:

City/County	\$		
Private Sources	\$		
Other (grants, etc.)	\$ 49,025	Please Specify:	_____
Total Other Funding	\$		
 Total Amount Requested	 \$ 100,000		

Note: The total amount requested must equal the difference between the workforce training project costs in 3.A. and the other workforce training project funding sources in 3.B.



- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

Diesel Maintenance Technician is scheduled to begin January, 2018. Attached is a tools and equipment list required for these programs.

4. Approvals and Authority

- A. If entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

No approval needed

- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
-

- ii. State whether that group can hold special meetings, and if so, upon how many days' notice.
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- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.



I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity.

Big Bend Technical College

Name of Entity: _____
Jodi Tillman, Director

Name and Title of Authorized Representative: _____

Representative Signature: Jodi Tillman

Signature Date: 7/26/17

TOOLS AND EQUIPMENT

Local employer needs and the availability of funds are key factors for determining each program's structure and operation. The NATEF Standards recognize that not all programs have the same needs, nor do all programs teach 100 % of the NATEF tasks. Therefore, the basic philosophy for the tools and equipment requirement is as follows: *for all tasks which are taught in the program, the training should be as thorough as possible with the tools and equipment necessary for those tasks.* In other words, if a program does not teach a particular task, the tool from the tool list associated with that task is not required (unless of course it is required for a task that is taught in another area).

The NATEF tool lists are organized into three basic categories: *Hand Tools*, *General Lab/Shop Equipment*, and *Specialty Tools and Equipment*. The specialty tools section is further separated into the eight NATEF task categories. When referring to the tools and equipment list, please note the following:

1. The organization of the tool list is not intended to dictate how a program organizes its tool crib or student tool sets (i.e., which tools should be in a student set, if utilized, and which should be in the tool crib or shop area).
2. Quantities for each tool or piece of equipment are determined by the program needs; however, sufficient quantities to provide quality instruction should be on hand.
3. For *Specialty Tools and Equipment*, the program need only have those tools for the areas being accredited.
4. Programs may meet the equipment requirements by borrowing special equipment or providing for off-site instruction (e.g., in a dealership or independent repair shop). Use of borrowed or off-site equipment *must* be appropriately documented.
5. No specific brand names for tools and equipment are specified or required.
6. Although the NATEF Standards recommend that programs encourage their students to begin to build their own individual tools sets prior to entry into the industry, there is no requirement to do so. NOTE: Industry surveys indicate that most (90%) employers require that a candidate for employment provide his/her own basic hand tool set in order to be hired as an entry-level automobile technician.

HAND TOOLS
(contained in individual sets or tool crib
in sufficient quantities to permit efficient instruction)

Hex Key Wrench Set - Standard

(.050" - 3/8")

(7/16" - 1/2" optional)

Hex Key Wrench Set - Metric (2mm - 12mm)

Stud-to-Post or Charging/Test Adapter

Chisels - Cold 5/8", 3/4"

Combination Wrenches - Standard (3/8" - 1") (up to 1 and 1/4" optional)

Metric (6mm - 19mm) (up to 24mm optional)

Digital Multimeter - minimum 10 meg. ohms impedance

Electrical Pliers - Crimper/Stripper

Files and Handles - 12" Fine

12" Coarse

12" Half Round

Flare Nut Wrench Set - Standard (3/8" - 3/4")

Metric (7mm - 19mm)

Flashlight

Goggles - (per OSHA requirements)

Hack Saw

Hammers - Ball Peen - 16 oz. and 24 oz.

Soft Face

Hearing Protection - (per OSHA requirements)

Inspection Mirror

Magnetic Pickup Tool

Mechanic's Steel Ruler - Machinist Rule

Pliers - Adjustable Joint

Locking Pliers

Needle Nose

Side Cutters

Slip-joint

Punches - Pin 3/16" - 3/8"

Starter 3/16" - 3/8"

Aligning Punch Set

Brass punch

Center punch

Safety Glasses (Side Panels) - (per OSHA requirements)

Scraper - 1" wide or larger

Screwdriver - Blade Type: 1"

6"

9"

12"

Offset

Screwdriver - Phillips: 1" #2
6" #1, #2
12" #3

Socket Set - 1/4" Drive: 3/16" - 1/2" U.S. Standard Depth
3/16" - 1/2" U.S. Deep
4mm -13mm Metric Standard Depth
4mm -13mm Metric Deep
Extensions - Short, Medium, and Long
Ratchet Handle
Universal Joint

Socket Set - 3/8" Drive: 3/8" - 3/4" U.S. Standard Depth (12 point), Impact or Chrome
3/8" - 3/4" U.S. Deep (6 point), Impact or Chrome
10mm - 19mm Metric Standard Depth (6 point), Impact or Chrome
10mm - 19mm Metric Deep (6 point), Impact or Chrome
Extensions - Short, Medium, and Long
Ratchet Handle
Universal Joint

Socket Set - 1/2" Drive: 1/2" - 1 1/8" Shallow, Impact or Chrome
7/16" - 1 1/8" Deep, Impact or Chrome
13mm - 32mm Shallow, Impact or Chrome
13mm - 32mm Deep, Impact or Chrome
Breaker Bar
Extensions - Short, Medium, and Long
Ratchet Handle
Universal Joint

Tape Measure (25')

Tire Tread Depth Gauge

Tire Pressure Gauge - Truck

Tool Box

Wire Brush

GENERAL LAB/SHOP EQUIPMENT

The tools and equipment on this list are used in general lab/shop work, but are not generally considered to be individually owned hand tools. A well equipped, accredited program should have all of these general tools and equipment readily available and in sufficient quantity to provide quality instruction.

Adjustable Wrenches - (up to 18")
Air Blow Gun - Rubber Tip (per OSHA requirements)
Air Ratchet Wrench - 3/8" Drive with Impact Socket Set
Standard and Metric
Back Support Belt
Belt Tension Gauge
Bushing Driver Set
C-Clamps
Cleaning Tank
Combination Wrench Set - 3/8" – 1 1/2" and 6mm - 24mm
3/8" - 3/4" Offset (optional)
7mm - 15mm Offset (optional)
Coolant Conditioner Test Kit (Test Strips)
Cooling System Pressure Tester
Creepers
Diagnostic Information Reader - PC with appropriate software and/or internet-access drive for
reading electronic service information
Diagnostic Tool - PC or Data Scan Tool with appropriate software
Dial or Digital Caliper - Standard and Metric
Dial Indicator Set - Magnetic Base
Drain Pans
Drill - 3/8" variable speed, reversible
1/2" variable speed, reversible
Drill Bits - 1/16" - 1/2"
Extractor Set (broken bolt)
Face Shield
Feeler Gauge - Blade Type: .005" - .050"
.005mm - .070mm
Filter Wrenches - Small and Large
Fin Comb
Floor Jack - (10 Ton)
Funnels
Gear Oil Dispenser
Grease Gun
Grinder – Bench

Hammers - 48 oz. Ball Peen
 24 oz. Brass
 12 lb. Hand Sledge
 Hand Held Infrared Thermometer
 Hand Impact Driver Set
 Heat Gun
 Hydraulic Press - (minimum 20 ton)
 Impact Wrenches - 1/2" Drive with Impact Sockets
 3/4" Drive with Impact Sockets
 1" Drive with Impact Sockets
 Impact Universal Joints - 3/8", 1/2"
 Jacks - (Bottle Style)
 Lifting Chains
 Lifting Eyes
 Master Tire Gauge - for tire gauge calibration checks
 Micrometer Set - Standard (0" - 6")
 Metric (0mm - 150mm)
 Micrometer - Inside (0" - 6")
 Depth Micrometer (0" - 6")
 Oxy - Acetylene Torch Set
 Pipe Wrenches (up to 18" or 24")
 Pliers - Snap Ring - internal
 external
 wheel weight
 Portable Crane
 Pressure Gauge - (0 - 300 psi), (0 - 3000 psi)
 Pry Bar Set
 Pullers - Two-Jaw Set
 Three Jaw Set
 Refractometer - (Antifreeze Tester or Test Strips)
 Safety (Jack) Stands - (minimum 10 ton)
 Seal Puller
 Socket Set - 3/4" Drive
 Socket Set: Hex Key Drivers: Standard 3/16" - 3/4"
 Metric 4mm - 19mm
 Axle Nut Sockets
 Crows Feet: Standard and Metric
 Inverted Torx Socket Set: E-15 – E-55
 Torx® Drivers: T-15 – T-55
 Soldering Gun
 Tap and Die Set - Standard and Metric
 Thread Chaser Set
 Tire Cage
 Tire Chuck – Truck
 Torque Angle Gauge

Torque Multiplier with Adapters (optional)

Torque Wrenches - 3/8" Drive (0 - 150 lb. in.)

(0 - 100 lb. ft.)

1/2" Drive (0 - 250 lb. ft.)

3/4" Drive (up to 600 lb. ft.)

Tubing Cutter/Flaring Set

Valve Core Replacement Tool (Tire)

Wheel Chocks

Wheel Dolly

Wheel Socket Set

SPECIALTY TOOLS AND EQUIPMENT

This section covers the tools and equipment a lab/shop should have for training in any given specialty area. This equipment is specialized and it must be available in the lab/shop. No specific type or brand names are identified because they will vary in each local situation.

Note: All shops are assumed to have an air compressor, air hoses, adequate electrical capability, fender covers, seat covers, and workbenches with vises.

DIESEL ENGINES

- Ball/Small Hole Gauges
- Cooling System Vacuum Fill Machine (optional)
- Dial Bore Gauge or Telescoping Gauges
- Engine Stands
- Fan Hub Wrenches
- Injector Removal Tool(s)
- Liner Installer (universal)
- Liner Puller (universal)
- Manometer - (Water) or Magnehelic Gauge
- Precision Straight Edge
- Protrusion Gauge (Cylinder Liner Height)
- Ring Compressor
- Ring Expander(s)
- Rod Bolt Protectors
- Soft Jaw Vise or Adapters
- Valve Spring Compressor
- Vibration Damper Puller

SUSPENSION & STEERING

- Air Hammer with Chisels
- Alignment Equipment: Minimum to perform tasks (including tandem alignment)
- Flow Meter - Power Steering
- Pitman Arm Puller
- Tape Measure (50')

BRAKES

- Bearing Packer (optional)
- Bearing Race Installer
- Brake Bleeder
- Brake Fluid Tester or Test Strips
- Brake Lining Thickness Gauge
- Brake Rotor (Disc) Micrometer
- Brake Spring Tool
- Disc Caliper Tool for Compressing Caliper Pistons
- Drum Brake Gauge
- Method for removing asbestos contamination (Parts Cleaner) meeting EPA Standards
- Seal Installers
- Slack Adjuster Installation Index Tool (Templates)

ELECTRICAL/ELECTRONIC SYSTEMS

- Battery Charger (200 AMP Minimum)
- Battery Terminal Adapters
- Die Type Terminal Crimper (optional)
- Capacitance Battery Tester
- GMM Labscope or DMM with scope capability
- Inductive (Clamp-on) Ammeter
- Jumper Cable Set (Heavy-Duty)
- Load Tester - Starting, Charging, and Battery (1,000 AMP Minimum)
- Low AMP Automatic Charger or equivalent device to maintain shop batteries.
- Test Lead Kit
- Terminal Repair Kits

PREVENTIVE MAINTENANCE

- Fifth Wheel Test Pin
- Stop Watch
- Tire Square
- Trailer Cord Tester

DRIVE TRAIN

- 3/4" Drive Pinion Nut Sockets
- Aligning Studs - 3/8", 1/2", & 5/8"
- Axle Shaft Removal Tool
- Blind Hole/Pilot Bearing Puller

Clutch Adjusting Tools (Pull Type)
Clutch Disc Aligning Tool
Clutch Jack and/or Transmission Jack Attachments
Protractor (Angle Gauge)
Transmission Jack
U-Joint Puller
Yoke Puller

HEATING, VENTILATION, AND AIR CONDITIONING

A/C Compressor Clutch Pullers
Gloves
Halogen Leak Detector (for HFCs)*
Heater Hose Clamp-Off Tool
Manifold Gauge Set*
Measuring Cup
Micron Meter (Electronic Vacuum Gauge) – (optional)
Orifice Tube Remover
Portable Vacuum Pump (maybe included with Recovery/Recycling/Recharging Station Equipment)
Recovery/Recharging and/or Recycling Station*
Spring Lock Coupler Removers
Thermometer
Valve Core (Shrader Type) Replacement Tool
* Meeting EPA Regulations and SAE “J” Standards

HYDRAULICS

Fittings and adapters for specific applications
Hose Crimper Tool and Pump (either air over hydraulic or hand pump)-(optional)
1000 PSI Liquid Filled or Electronic Gauge and Hose Assembly
5000 PSI Liquid Filled or Electronic Gauge and Hose Assembly
Pressure/Flow Meter
Thermometer (up to 250 degrees) Standard or Infrared



THE DISTRICT SCHOOL BOARD OF TAYLOR COUNTY

318 North Clark Street
Perry, Florida 32347
(850) 838-2500 – Telephone
(850) 838-2501 – Fax
Taylor.k12.fl.us

Danny Glover Jr., Superintendent

July 25, 2017

To whom it may concern:

This letter confirms that Jodi Tillman, Director at Big Bend Technical College is authorized to represent Big Bend Technical College on behalf of Taylor County School District in the execution of The Florida Job Growth Grant Fund Proposal. Please contact the stated authorized person above if you have any questions regarding this proposal.

Sincerely,

Danny Glover, Jr., Superintendent of Schools

Taylor County School District

School Board Members

Bonnie Sue Agner
Residence Area One

Brenda H. Carlton
Residence Area Two

Jeannie Mathis
Residence Area Three

Danny Lundy
Residence Area Four

Deidra Dunnell
Residence Area Five