



School Grants and Compliance
How to Access, Manage, and Report with Confidence

with Christe Bomber

Print this handout or download the document and then use the text boxes to type notes.

I. Eligible training provider list (ETPL)

II. Compliance

- A. Ensures funds are only spent on permitted items
- B. Provides detailed reporting showing outcomes
- C. Provides staff training on grant requirements
- D. Prevents financial penalties for non-compliance
- E. Demonstrates accountability during the application process
- F. Protects the school's reputation

III. Eligible training providers

- A. Postsecondary education institutions that provide a program that leads to an associate degree, diploma, or certificate
- B. A training provider that has demonstrated effectiveness in training populations that face established barriers to employment
- C. Other groups approved by the governor including community organizations, vocational schools, proprietary schools, and entities meeting training provider requirements

IV. Approval

- A. Occupational skills training
- B. Workplace + classroom training (co-op programs)
- C. Private sector training programs
- D. Skills upgrading & retraining
- E. Industry-recognized certificate or certification
- F. Registered apprenticeship completion
- G. State or federally recognized license
- H. Programs must also meet employer needs and serve individuals with barriers to employment

V. Reporting

- A. Training providers must provide student performance data and/or credential rate as part of the initial ETPL application.
- B. Annual reporting for the ETPL Annual Performance Reports for each program year is required thereafter, in which you remain on the ETPL.
- C. The in-demand ratings will be updated periodically to reflect emerging in-demand occupations. Training programs will be reviewed for continued inclusion on the ETPL.

VI. Common mistakes

- A. Inconsistent tracking of time and effort. Solution: time-tracking software and additional staff training.
- B. Non-compliance with spending requirements. Solution: establish and follow a strict outline for fund usage.
- C. Last-minute performance reporting leading to poor quality reports and penalties. Solution: dedicated oversight teams, centralized processes, and training on all grant guidelines.

VII. Available funding

- A. The in-demand ratings will be updated periodically to reflect emerging in-demand occupations. Training programs will be reviewed for continued inclusion on the ETPL.
- B. States have specific guidelines in which funding is determined.
- C. Additional fees such as testing, need for uniforms, specific shoes, etc., may be paid out in a stipend to the student if such fees are disclosed in the application and funding is available.

VIII. Application process

- A. The training provider begins the process by registering for an account with their state and completing the online application.
- B. Required documents for this process vary by state. State-specific requirements are available.
- C. The approval process is a two-tier process and typically takes up to 90 days to be completed.
- D. There is no cost associated with being on the ETPL.

Additional notes

Instructor Bio

Christe Bomber is an experienced higher education executive with a proven track record for delivering strategic growth and achieving organizational goals in the private for-profit, postsecondary proprietary school sector. Christe has broad experience in facility expansions, educational program development, accreditation, human resources, and student performance outcomes. Learn more at beautyacademies.net.