

SECTION I –

A. General Grant Information

Montana State University-Billings College of Technology
3803 Central Avenue
Billings, MT 59105

Montana BILT (Building Industry Labor Training) – U.S. Dept. of Labor,
ETA CBJT Grant

Agreement #: CB 15201-06-06

EIN#: 81-6001642 DUNS #: 079713608

Reporting Period: 4th quarter 2006 (October 1 – December 31, 2006)

Contact Information:

Brigid Hagerty, Project Coordinator
MSU-Billings, College of Technology
3803 Central Avenue
Billings, MT 59102
406-247-3062
bhagerty@msubillings.edu

B. Summary of General Grant Activities

General Overview of project progress

Partner institutions (MSU-Billings College of Technology, UM-Missoula College of Technology, MSU-Northern, and MT Tech-College of Technology) are all implementing the grant on their respective campuses since notification of the award in October of 2005.

Partner institutions submit expenses for personnel, equipment purchases, travel etc. as per the quarterly financial statement.

Montana BILT Grant Administration

October 2006

- Prioritized short-term training development meeting 16 times with various entities (College of Professional Development and Life Long Learning coordinators, local industry, non-profit entities, retail suppliers) to create a sustainable system for service delivery
- Met with Billings Home Builder's Association to discuss participating in Holiday gala

- Met twice with grant P.I. to discuss progress of the grant
- Continued discussions with MT DLI Apprenticeship and Training program to develop a memorandum of understanding between state apprenticeship program and Montana BILT project
- Featured speaker at breakfast of the Montana Association of Career and Technical Education (MACTE) fall conference speaking on Montana BILT and construction needs in Montana at the
- Recruited post-secondary Industrial Tech instructors to be trained in NCCER curriculum at MACTE fall conference
- Bought space in MACTE program to create awareness of MT BILT and construction needs across Montana
- Presented Mt BILT to Billings area secondary education counselors
- Participated in the U.S. DOL Peer Group Conference call
- Presented/recruited MT BILT to the Butte, Montana area high schools with personnel from partner institution MT-Tech College of Technology
- Met weekly with Web developer

November 2006

- Continued presentations/recruitment at the Butte, Montana area high schools with personnel from partner institution MT-Tech College of Technology
- Met twice with grant P.I. to discuss progress of the grant
- Met twice with local industry to continue development of short-term training
- Participated in search for Billings instructor
- Participated in the U.S. DOL Peer Group Conference call
- Represented the Construction Cluster as a participant in Carl Perkins reauthorization training in collaboration with the Montana Office of Public Instruction and the Montana Office of the Commissioner of Higher Education (OCHE) to develop state funding plan for secondary and post-secondary spending.
- Met weekly with Web developer
- Continued participating in search process for Billings instructor
- Met with local director of Habitat for Humanity to create partnership for short-term training.

December 2006

- Met semiweekly with local partners to discuss short-term training
- Began discussion with College of Professional Studies and Life Long Learning (CPSLL) regarding providing summer training opportunities for Industrial Technical teachers across the state
- Teleconference with the Montana OCHE regarding the development of for credit training for Industrial Technical teachers in the summer
- Began discussion with CPSLL to develop summer construction camps for middle school students
- Participated in the U.S. DOL Peer Group Conference call
- Met with the Carl Perkins Reauthorization Committee

- Met with the Chamber of Commerce and with the director of the Montana State Women's Prison regarding partnering to develop Construction Program in Women's Prison

MSU-Billings College of Technology

OCTOBER 2006

- Construction Carpentry classes continue
- Met with Billings Home Builders Association to create partnership for new construction project in fall of '07
- Construction of Modular Home continued with framing (floor system and wall systems)
- Hosted luncheon for two Community Construction Companies that provided scholarship monies for Construction/Carpentry students and the students that received funding
- Met with local advisory board to update current status of program

NOVEMBER 2006

- Construction Carpentry classes continue
- The Billings Construction/Carpentry Local Advisory Board, the academic program and the Billings Home Builders Association met to continue developing a partnership for new construction project in fall of '07
- Construction of Modular Home continued roof system framing (trusses and sheathing)
- Met with Superintendent of School District #2, Career Center principal, and MT BILT to discuss MOU regarding liability with regard to land use
- Short-term flooring class conducted

DECEMBER 2006

- Met with Billings Home Builders Association to continue discussions on the legal details of creating a partnership for a new project in fall '07
- Construction of Modular Home continued roof system installed (architectural system, weather barrier, and felt), windows installed, exterior doors installed.
- Construction Carpentry classes semester ended
- Short-term flooring class ended

UM-Missoula College of Technology

OCTOBER 2006

- Construction Carpentry classes continue
- Began discussions with other faculty and administration on developing a "Green" building seminar
- Purchased hand tools and hand held power tools
- Began discussions about offering evening classes for Carpentry I

NOVEMBER 2006

- Construction Carpentry classes continue
- Discussions on "Green" building seminar expanded to include community and industry people

- Began developing evening class schedule for Carpentry I

DECEMBER 2006

- Construction Carpentry classes semester ended
- Continued organizing “Green” building seminar for delivery in January
- Finalized details for providing evening Carpentry I class in spring semester

Montana State University-Northern

OCTOBER 2006

- Construction/Carpentry classes continued
- Continued local recruiting efforts
- Delivery of Case Skid Steer

NOVEMBER 2006

- Construction/Carpentry classes continued
- Cancelled NCCER training for area secondary Industrial Tech instructors due to weather
- Designing the NCCER training as a possible 1 graduate credit

DECEMBER 2006

- Construction/Carpentry classes semester ended
- Developing short-term community based training to be provided 1st quarter of 2007)

Montana Tech-College of Technology

OCTOBER 2006

- Construction/Carpentry classes continued
- Short-term classes continued
- Began discussing plans for lab expansion

NOVEMBER 2006

- Construction/Carpentry classes continued
- Short term classes continued
- Continued discussions on lab expansion
- Toured area high schools to recruit for Construction/Carpentry program.

DECEMBER 2006

- Construction/Carpentry classes semester ended
- Short-term classes continued
- Developed plans for lab expansion

Upcoming training activities and other grant-related events

2nd quarter 2007:

- Construction Trades-Carpentry classes continue at all partner institutions
- Continue statewide high school recruitment in conjunction with partners
- Carl Perkins Reauthorization Committee Conference
- NCCER training for high school teachers continues
- Development of for credit classes for secondary Industrial Technology teachers to provide skills relevant to NCCER curriculum

- Continue developing Short-Term Workforce Training Courses in partnership with local construction industry and other interested stake holders
- Short-term training series on basic Construction skills to be offered through MSU-B COT and in conjunction with community partners in February
- Short-term workshop on “Green” Building to be offered through UM-Msla COT and in conjunction with community partners in January
- Board of Regents approval of Carpentry AAS Degree – MSU Northern
- Board of Regents approval of Carpentry Curriculum Certificates –MSU Northern, MT-Tech COT, UM-Msla COT
- Work with partner institutions to participate in the Memorandum of Understanding that was developed through the MT DLI Apprenticeship & Training program and the MT BILT project.
- Work with the Carpenters’ Union to develop a similar Memorandum of Understand as was developed with the state apprenticeship and training program.
- Work with Montana State Women’s Prison to develop a Construction Trades-Carpentry program on-site.
- Local advisory board meetings
- Work with MT State DLI W.I.R.E.D. division to secure funding for outreach activities to increase the awareness of the programs offered through Colleges of Technology and the need for skilled employees in the disciplines that are offered.
- Investigate a possible partnership with Job Corp
- Web site maintenance and expansion

C. Status Update on Leveraged Resources

- Leveraged resources are documented in the quarterly financial report and continue to develop due to new and expanded partnerships

D. Status Update on Strategic Partnership Activities

Partnership Solutions-Based Approach to Implementation

Short-term training efforts that are developed in one community will be shared with other communities either in whole or in part (depending on the need in the other communities involved in the project) using local professionals to provide the training. This helps to alleviate the time-involved in developing courses while still utilizing local professionals/industry to teach/present. Using local professionals encourages community participation.

Section II: Timeline Table Template

Project Activities	Projected Completion Date	Actual Completion Date
Train students in Construction/Carpentry using NCCER curriculum	On-going	On-going
Curriculum Updates: MSU-Billings COT – Certificate curriculum written MSU Northern – AAS & Certificate approval (BOR) MT-Tech – Certificate approval (BOR) UM-Msla COT – Certificate approval (BOR)	4 th quarter '07 2 nd quarter '07 2 nd quarter '07 2 nd quarter '07	On-going On-going On-going On-going
NCCER training for secondary Industrial Technology instructors to support articulation efforts	On-going	On-going
Dissemination of Grant Materials via email and overland mail from MSU-Billings COT	On-going	On-going
Website expansion and maintenance	On-going	On-going
IRB submittal for approval of student data form (MSU-Northern, UM-Tech COT, UM-Msla COT)	4th quarter, 2006	On-going
Advisory Council Meetings	Quarterly	On-going
Outreach to high schools	On-going	On-going
Lab expansion MT-Tech-COT	1 st quarter '08	On-going
Short-term training development	On-going	On-going
Submit Quarterly reports	On going	July 2006

Section III: Grant Outcomes

Section III A: Progress and Deliverables

During the fourth quarter of 2006 all partner institutions successfully delivered curriculum based Construction/carpentry instruction but all programs experienced a time crunch on part of the curriculum. Working together the partners will review the current standards and look at expanding the credit load of some classes. All programs expanded their community contacts to utilize in daily instruction. All instructors at partner institutions are current on NCCER training. MSU-Northern is moving forward on Board of Regents approval on the AAS and Certificate curriculum. UM Msla, and MT-Tech COT continue to pursue Board of Regents approval for the Certificate program. MSU-Billings COT is in the process of writing Certificate curriculum. The project brochure and website have been developed. The website continues to expand. High School recruitment continues. Short-term training development began at MSU-Northern and UM Msla COT and continued at MSU-Billings and MT Tech COT. Coordination of short-term training to be utilized by all partners has begun. An agreement between the Montana BILT project and the state of Montana has been developed allowing Montana BILT to access wage and employment data of student participants who consent to provide the necessary information (SSN). A Memorandum of Understanding between Montana BILT and the Montana DLI Apprenticeship & Training program continues to be developed and will benefit students by permitting some of their class and lab hours to be counted toward apprenticeship time per their employer.

Section III A:

Capacity Building Reporting Table Template

Deliverable or Activity (with brief description)	Percentage complete this quarter, if applicable	Completion Date -actual or projected	Impact (known or potential) if applicable	Impact Calculation Methodology
1) Work with state and IRB for common measures data 2) Collect and summarize budget data 3) Develop website and brochure 4) Curricula maintenance 5) Discussion re. curriculum articulation with K-12 partners 6) Coordination with state-wide apprenticeship program 7) Lab expansions at MT-Tech 9) Initial H.S. Outreach Campaign UM-Tech COT 10) Hiring MSU-Billings <ul style="list-style-type: none"> • Full-time Instructor 11) Train secondary Industrial Tech instructors to support articulation efforts	1) 25% 2) on-going 3) 95% 4) on-going 5) on-going 6) 75% 7) 0 9) 100% 10) 100% 11) 75%	March, 2007 Quarterly December 31, 2006 On-going On-going March, 2007 March, 2008 December 31, 2006 December, 2006 November class cancelled due to weather	149 individuals	Counted

Section III B:

Training Outcomes Reporting Table Template

TRAINING OUTCOMES AND INFORMATION AND ENROLLED TRAINEES	Baseline (from Statement of Work)	This Quarter	Cumulative Total	Notes	Data Needed to complete
1. Number of participants enrolled in Construction Trades-Carpentry training classes MSU-Billings COT UM- Msla COT MSU-Northern MT-Tech COT Total of all sites NCCER training Short-term training Total of all classes	1822	72 48 18 24 310 2 52 362	151 119 38 148 456 7 52 513		
2. Number of participants who have exited	#	54	59		Completion of short-term training
3. Number of participants	#	45	75	Completion of	May 2006

TRAINING OUTCOMES AND INFORMATION AND ENROLLED TRAINEES	Baseline (from Statement of Work)	This Quarter	Cumulative Total	Notes	Data Needed to complete
successfully completing training				educational/ occupational skills training can be different from “exit” from the program if other non-training services are provided by the program or a partner program.	
4. Number of participants that earned an industry/professional certification as result of training	#	45	71	NCCER module certificates or training certificates	
5. Number of participants not employed prior to training	#	5	5	Information on wage and employment from students attending MSU-Northern, UM Msla COT, and MT Tech was not collected because we are awaiting approval on a data collection form that will provide us with participants’ SSN with which we can access state data banks for the information. From MSU-B COT 9 out of 18 full time students provided some information. Information was not collected on short-term training at MSU-B COT but will be 1st quarter 07.	Employment status at participation
6. Entered employment (Common Measure #1)	#	0		Of those not employed at the date of participation: the number employed in the first quarter after the exit quarter divided by the number of exiters	Individual’s identifier, employment status at the time participation commences, and exit date. See the addendum for definition and more information

TRAINING OUTCOMES AND INFORMATION AND ENROLLED TRAINEES	Baseline (from Statement of Work)	This Quarter	Cumulative Total	Notes	Data Needed to complete
7. Employment Retention (Common Measure #2)	#	1	5	This information is second-hand until we can access state data banks.	Individual identifier and exit date See addendum for definition and more information
8. Average earnings (Common Measure # 3)	#	#	\$15/hr	Of those who are employed in the 1st, 2nd and 3rd quarters after the exit quarter: Total earnings in the second plus the total earnings in the third quarters after the exit quarter divided by the number of exiters	Individual identifier and exit date See addendum for definition and more information
9. Number of participants employed in the same occupation or industry as their training that received a promotion after completion of training	#	#	#		Employment status at exit, occupational code, and occupational skills training code
10. Number of participants who were employed during training (regardless of industry or occupation) that received a wage increase in the first, second or third quarter after completing training	#	#	#		
11. Number of participants who obtained employment in the occupation or industry related to their training program following the completion of training, where that occupation or industry was different than their previous employment (e.g. a food service worker in hospital becoming employed as a CNA after CNA training or a tobacco assembly line worker becoming employed in the biotechnology industry after biotech training)	#	#	#	Please see addendum for the definition of "employed"	Employment status at exit, occupational code and occupational skills training code
12. Other measures defined by grantee		TBD	TBD		
Information regarding enrolled trainees: Gender				This information was collected at MSU-B COT ONLY this quarter and 9 of	Requirements under the Jobs for Veterans Act and the

