

# PERKINS III

## PQI : Peer Network

### --OVERVIEW--

**GOAL:** Sustain Career and Technical Education Program Improvement Efforts through Peer Technical Assistance

**TARGET:** 29 MnSCU Perkins Grantees

**FOCUS:** (1) Customer satisfaction  
(2) Providing maximum opportunity for local flexibility  
(3) Eliminating unnecessary burdens for grantees  
(4) Rapid provision of identified technical assistance

**TIME PERIOD:** January 1, 2003 - June 30, 2004

#### **ELIGIBILITY TO PROVIDE AND RECEIVE TECHNICAL ASSISTANCE UNDER THE PQI : PEER NETWORK:**

- All MnSCU staff that have been trained in the Program Quality Initiative (PQI) 5-Step Continuous Improvement Model are eligible to provide technical assistance within the PQI : Peer Network
- All 29 MnSCU Perkins Grantees are eligible to receive technical assistance from the PQI : Peer Network

#### **STEPS TO FOLLOW:**

- Qualified individuals, wishing to provide Technical Assistance, must submit a PQI : Peer Network Application to the Educational Grants Unit for approval. Applications will be taken on a continuous basis.
- Once a Technical Assistance request is made by a MnSCU Perkins Grantee, to a PQI approved Peer Member, the PQI Peer Member must fill out the Request to Provide Technical Assistance form and submit it to the Educational Grants Unit for approval

**POSTING AND UDDATING THE PQI: PEER NETWORK:**

- An updated status of the PQI: Peer Network, along with the application and request to provide technical assistance forms, will be made available to all 29 MnSCU Perkins grantees via the GrantsPlus Web Site at [www.grantsplus.mnscu.edu](http://www.grantsplus.mnscu.edu)

**QUESTIONS:** Contact Lloyd A. Petri at [Lloyd.petri@so.mnscu.edu](mailto:Lloyd.petri@so.mnscu.edu)

**Note:** Designation as a PQI: Peer Network member does not guarantee a minimum order, or that a member's services will be requested.

# PERKINS III

## PQI : Peer Network

### Sustaining CTE Program Improvement Efforts

The Educational Grants Unit of Minnesota State Colleges and Universities is establishing a *Program Quality Initiative (PQI) Peer Network* for activities related to the Carl D. Perkins Technical Education Act of 1998. The PQI : Peer Network is modeled after the School-to-Work Federal Technical Assistance Resource Bank and allows MnSCU Perkins grantees to be in the driver's seat both in assessing their technical assistance needs and identifying who might serve them best. The PQI : Peer Network focuses on (1) customer satisfaction; (2) providing maximum opportunity for local flexibility; (3) eliminating unnecessary burdens for grantees; and, (4) rapid provision of identified technical assistance.

The focus of the PQI : Peer Network, covering the period of January 1, 2003 – June 30, 2004, is to provide Technical Assistance to staff from Minnesota State Colleges and Universities, *to implement the PQI : 5-Step Continuous Improvement Model*. The overall goal of the Peer Network is to provide technical assistance, to 29 MnSCU Perkins grantees, using data for effective decision making and program improvement. Technical assistance efforts must be related to local planning around the four core indicators including the required and permissible activities, as specified in the annual Perkins Local Application.

Minnesota State Colleges and Universities staff, which have been trained in the Program Quality Initiative (PQI) 5-Step Continuous Improvement Model, are invited to become members of the PQI : Peer Network.

Individuals, trained in the PQI : 5-Step Continuous Improvement Model, may be included in the PQI : Peer Network by submitting an application using the format identified as attached. Applications will be reviewed by the Grants Unit staff to verify that the criteria have been met for inclusion in the PQI : Peer Network. The PQI : Peer Network will be made available to all 29 MnSCU Perkins grantees via the GrantsPlus Web Site at [www.grantsplus.mnscu.edu](http://www.grantsplus.mnscu.edu) Designation as a PQI : Peer Network member does not guarantee a minimum order, or that a member's services will be requested.

Applications for inclusion in the PQI : Peer Network will be taken on a continuous basis. If you have any questions, please contact Lloyd A. Petri at [Lloyd.petri@so.mnscu.edu](mailto:Lloyd.petri@so.mnscu.edu) or Mary Jacquart at [mary.jacquart@so.mnscu.edu](mailto:mary.jacquart@so.mnscu.edu)

# PERKINS III

Program Quality Initiative -- PQI : Peer Network

## Application

"Working to provide technical assistance to MnSCU Perkins grantees"

PQI : Member Name: \_\_\_\_\_ Title: \_\_\_\_\_

College: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Have you been trained in the 5-Step Continuous Improvement Model? YES \_\_\_\_\_

Have you received approval from your supervisor to be in the PQI : Peer Network? YES  
\_\_\_\_\_ Supervisor's Name/Title: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Phone #: \_\_\_\_\_

Provide a brief description of your abilities to provide technical assistance within the PQI : Peer Network.

Signature: PQI : Member \_\_\_\_\_

Signature: PQI : Member Supervisor \_\_\_\_\_

**FAX this form to:** Lloyd A. Petri  
MnSCU - Office of the Chancellor  
FAX: 651-296-3214

---

(This portion is to be filled out by the Office of the Chancellor, Grants Unit)

Date Received: \_\_\_\_\_

Approval: YES \_\_\_\_\_ NO \_\_\_\_\_ By: \_\_\_\_\_

# PERKINS III

Program Quality Initiative -- PQI: Peer Network

## Request to Provide Technical Assistance (TA)

--To be filled out by the PQI: Peer Member --

PQI : Member Name: \_\_\_\_\_ Title: \_\_\_\_\_

College: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Name of college and individual requesting TA: \_\_\_\_\_

Requestor's Title: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Provide a brief description of technical assistance needs, proposed services, TA Timelines, and outcomes.

### **Budget**

### **Amount Requested**

Data Processing

\_\_\_\_\_

In-State Travel

\_\_\_\_\_

Supplies

\_\_\_\_\_

Other (explanation required)

\_\_\_\_\_

Total Requested Budget

\_\_\_\_\_

**FAX this form to:**

**Lloyd A. Petri**

**MnSCU - Office of the Chancellor**

**FAX: 651-296-3214**

---

(This portion is to be filled out by the Office of the Chancellor, Grants Unit)

Date Received: \_\_\_\_\_

Approval: YES \_\_\_\_\_ NO \_\_\_\_\_ By: \_\_\_\_\_