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| **PART III – Required Program Information** |

Please respond to the following items.

1. **Each partnership is required to have an active Planning and Evaluation Team (PET) that meets not less than quarterly each year of funding.**
2. List the titles of the members of the PET. Describe the frequency of face to face PET meetings and state at least one goal of the PET for the partnership.
3. List one or more goals that the PET is addressing or has met in FY 17. List one or more goals that the PET intends to meet in FY 18.
4. Briefly summarize the successes and challenges with the implementation of the workplace education program.
5. **Organizational Commitment**

Describe the business leadership’s involvement and support of the program, (e.g., ways that the upper management supports release times, policies that promote opportunities for students to apply new skills to current job).

1. **Contextualizing the Program’s Curricula**
2. Describe ways the curriculum is contextualized to the needs of the workplace as well as to the needs of the students.
3. If applicable, describe the integration of digital literacy (if any) into the curriculum.

**For multiple business partners** (i.e., consortia): Submit one match narrative for each partner and one consolidated match narrative that is a composite of all the contributions for all business partners.

Note: Workplace education coordinators must maintain up-to-date PET minutes of the PET meetings.