

MERA Industry Based Certification Grant



Marketing Education Retail Alliance (MERA) is offering grant opportunities to support school districts that wish to offer the Certified Logistics Associate (CLA) Industry Based Certification to public high school students. The certifying agency for the CLA is the Manufacturing Skill Standards Council (MSSC). The CLA IBC would apply to the following pathways: Business Management; Manufacturing; and Transportation, Distribution, and Logistics. CTE supervisors may apply for funding on behalf of schools in their district. Grant funding may be used for expenses associated with the CLA IBC, including assessment fees, instructor training, curriculum, and site licenses. Complete the grant application and submit to brandi@laretail.org by **5:00 pm on September 20, 2024**. If you do not receive confirmation within 72 hours of the application submission, it is applicant’s responsibility to confirm MERA’s receipt of application. Retain a copy of all submissions for your records.

Applicant must complete all blanks or indicate N/A if it does not apply. This form MUST be typed.

School District	
Tax ID #/ EIN #	
State Planning Region (See map on last page of application)	
CTE Supervisor or other Authorized Applicant Name & Title	
Email Address	
Street Address	
City, State, ZIP	
Phone w/AC	
Contact Cell # w/AC	
Superintendent Name and Email Address	

INSTRUCTIONS- Include the following information with your completed application:

1. 1. Submit the following information in one spreadsheet with the specified column names:

- Column 1. School Name**
- Column 2. School Address**
- Column 3. Amount of Grant Requested**
- Column 4. Number of Students to be Trained**

2. BUDGET PROPOSAL

1. Applicant must contact Jon Crawford at Sivad Inc. to obtain a budget proposal to establish the CLA program in your school district. Applicant must submit the Sivad Inc. budget proposal with the grant application. Jon Crawford can be reached at jcrawford@sivadinc.com or 225.921.8478.

*Payment for site licenses, registration fees, curriculum, students assessments, etc. will be made directly to Sivad Inc. on behalf of grant recipients.

*If you have students that have already earned the CLA credential and are in need of the CLT, please contact MERA to discuss potential funding for the CLT credential.

2024-2025 MERA Grant Agreement

1. The eligible recipient agrees to provide proper fiscal control and accounting procedures as required by MERA and the school system for fiscal audit and program evaluation. MERA grant funds are not to be used to pay sales tax. Please retain original receipts or copies of receipts proving expenditures as budgeted, along with copies of purchase orders.
2. The eligible recipient agrees to inform MERA in writing if the program that made them eligible is discontinued from the school or school system where it is currently operating or if there is any change in teaching or school assignment.
3. The eligible recipient shall notify MERA if they are no longer employed by the school where the grant was received. The name of the authorized person taking over the grant shall be provided to MERA immediately.
4. FINAL REPORT--The eligible recipient agrees to provide a final report no later than **April 25, 2025**. MERA will provide the final report format to all grant recipients. Any unused grant funding must be returned to MERA by **March 15, 2025**. The final report will become part of the evaluation and may be shared and will be retained for review by the auditor. Please retain all invoices, receipts, and names of teachers and students.
5. Final Reports not received will result in a letter being sent to the superintendent requesting a grant refund or partial refund for those expenses not proven. If your final report is not complete, MERA may require an in-person audit and/or future grants may be reduced or not offered.
6. Non-utilization of funds and/or other awarded grant opportunities may result in ineligibility for future grant years.
7. Eligible school is a public high school in the state of Louisiana.

We, the undersigned, understand that grant recipients failing to comply with the above provisions may be liable for return of the grant award and ineligible for future funding. We understand that a scheduled site visit by MERA may occur at any time during the implementation of this grant or within 1 year of the final reporting time. We, the undersigned, understand that grant recipients failing to comply with the above provisions may be liable for return of the grant award and ineligible for future funding.

School District

Printed Name and Title

Authorized Signature

Date

