PROJECT ADMINISTRATION DATA SHEET

Project No.: A-56-504

Project Director: W. A. HITCH


Type Agreement: Grant No. Q00-83-24-375

Award Period: From 10-1-83 To 9-30-84 (Performance) 12/31/84 (Reports)

Sponsor Amount: This Change

Estimated: $24,945

Funded: $24,945

Cost Sharing Amount: None

Cost Sharing No:

Title: Supplemental Funds Program for Cooperative Education for 1 fiscal year 1983

ADMINISTRATIVE DATA

OCA Contact: Don Family

1) Sponsor Technical Contact:

Mr. Joseph Somerville, Director

Division of Institutional and State Secondary Programs

Office of the Secretary of Education

400 Maryland Ave. S.W.

Washington, D.C. 20202

Defense Priority Rating: N/A

Military Security Classification: N/A

Military Security Classification: N/A

REstrictions

See Attached Supplemental Information Sheet for Additional Requirements.

Travel: Foreign travel must have prior approval — Contact OCA in each case. Domestic travel requires sponsor approval where total will exceed greater of $500 or 125% of approved proposal budget category.

Equipment: Title vests with N/A

COMMENTS:

Exterior Department of Education regulations are referenced in the Grant Award Document. OCA has obtained copies for all titles and OCA files; all are available for others interested as needed.

COPY TO:

Project Director
Research Administrative Network
Research Property Management
Accounting

Procurement/EES Supply Services
Research Security Services
Reports Coordinator (OCA)
Research Communications (2)

GTRI
Library
Project File
Other

NEWTON
SPONSORED PROJECT TERMINATION/CLOSEOUT SHEET

Date 2/4/85

Project No. A-56-504  School/Subject Co-op Educ.

Subproject No.(s) N/A

Project Director(s) W. H. Hitch  GTRI / GIT


Title Supplemental funds Program for Cooperative Education for Fiscal Year 1983.

Effective Completion Date: 9/30/84  (Performance) 12/31/84 (Reports)

Grant/Contract Closeout Actions Remaining:

☐ None

☒ Final Invoice or Final Fiscal Report

☐ Closing Documents

☐ Final Report of Inventions

☐ Govt. Property Inventory & Related Certificate

☐ Classified Material Certificate

☐ Other

Continues Project No.  Continued by Project No. A-56-501

COPIES TO:

Project Director
Research Administrative Network
Research Property Management
Accounting
Procurement/EES Supply Services
Research Security Services
Reports-Coordinator (OCA)

Library
GTRI
Research Communications (2)
Project File
Other A. Jones
**DEPARTMENT OF EDUCATION**
**WASHINGTON, D.C. 20202**

**SUPPLEMENTAL FUNDS PROGRAM**
**FOR COOPERATIVE EDUCATION**
*(Title IV-C and Title VIII, the HEA of 1965, as amended)*

**PERFORMANCE REPORT**
Program Year 1983-84 (FY 1983 Funds)

**GRANT NUMBER**
Q00-83-24-375

**BUDGET PERIOD**
FROM 10/01/83 TO 09/30/84

**ADDRESS**
Georgia Institute of Technology
225 North Avenue, Atlanta, GA 30332

Ir answers for each item should reflect the activities and accomplishments of your Supplemental Funds project for the duration of the budget period as entered in the upper right-hand corner of this page. Complete Section A, B, and C only if Supplemental Funds were used to place co-op students. Do NOT include students who were placed with Title VIII funds awarded under another grant or assisted with funds from other sources.

**SECTION A - PLACEMENT AND RELATED DATA**

**NUMBER OF CO-OP STUDENTS WHO WERE PLACED IN PAID JOBS, BY DISCIPLINE/FIELD, DURING THIS BUDGET PERIOD**
*(Include graduate students. Count students only once. DO NOT count the number of times a student was placed)*

<table>
<thead>
<tr>
<th>DISCIPLINE/FIELD</th>
<th>NUMBER OF STUDENTS PLACED</th>
<th>CHECK IF DISCIPLINE/FIELD NEW TO CO-OP THIS BUDGET PERIOD</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL**

**NUMBER OF STUDENTS PLACED BY TYPE OF PROJECT CALENDAR**
*(TOTAL should equal TOTAL in Item A-1)*

<table>
<thead>
<tr>
<th></th>
<th>A. ALTERNATING</th>
<th>B. PARALLEL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NUMBER OF CO-OP STUDENTS PLACED WHO WERE ENROLLED IN GRADUATE OR PROFESSIONAL PROGRAMS**
*(Post-baccalaureate)*

**WERE ALL STUDENTS PLACED IN JOBS RELATED TO THEIR ACADEMIC PROGRAMS OF STUDY OR CAREER OBJECTIVES?**
*(Item A-1)*

**NUMBER OF EMPLOYERS WHERE STUDENTS WERE PLACED**
*(firms/organizations)*
*(This number may be less than the total number of employers with whom the institution has co-op work agreements)*

**FORM 886-1, 4/84**

- REPLACES ED FORM 886-1, 6/83, WHICH IS OBSOLETE
SECTION B - PROJECT RETENTION AND CAREER CHANGES

1. Number of CO-OP students who were graduated from your institution during this budget period (include those placed in current or previous budget period)

2. Number of CO-OP students who, for reasons related to the nature of the cooperative education program, dropped out of the CO-OP project after at least one CO-OP work assignment

3. Number of CO-OP students who changed their career plans as a result of their CO-OP work experiences

SECTION C - STUDENT CHARACTERISTICS (For TOTAL number of students placed in Section A-I)

<table>
<thead>
<tr>
<th>Racial Background</th>
<th>Male</th>
<th>Female</th>
<th>TOTAL (must = TOTAL in Item A-I)</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian/Alaskan Native</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Asian/Pacific Islander</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black (other than Hispanic)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hispanic</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>White (other than Hispanic)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL (must = TOTAL in Item A-I)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SECTION D - NARRATIVE

Provide a brief written comparison of the project objectives and project activities, as proposed in your approved grant application for this budget period with the level of accomplishments attained. Use quantitative measures to the extent possible. If a planned objective or activity was not attained or conducted, explain why and what, if any, corrective measures were taken. You may also explain in this narrative answers to any other questions in Sections A, B and C (reference the item number).

SECTION E - AUTHORIZED SIGNATURE AND DATE

I CERTIFY that the above information is accurate and complete and that all the terms and conditions of the grant have been satisfactorily completed to the best of my knowledge and belief. I also certify that the project was conducted in compliance with the Cooperative Education Program Regulations (Title VIII, HEA, as amended).

NAME AND TITLE OF AUTHORIZED OFFICIAL (Type or print)  
William H. Hitch, Director  
Cooperative Division

SIGNATURE OF AUTHORIZED OFFICIAL

DATE

12-5-84

FOR ED USE ONLY

NAME OF REVIEWING OFFICER  
☐ APPROVED  ☐ DISAPPROVED  
DATE

COMMENTS
Careful planning with the travel portion of the budget made possible a somewhat more extensive program than originally proposed. All of the members of the coordinating staff were able to visit employers and to counsel with students at work. Each of the staff members was able to attend at least one meeting of co-op schools and employers.

**TRAVEL**

1 Person - Georgia College Placement Asso.  
Pine Mountain, GA  
Jan. 18-19

1 Person - College Industry Education Conf., ASEE  
Dallas, TX  
Jan. 23-27

1 Person - Southern Regional Co-op Conf.  
Tampa, FL  
May 23-25

1 Person - ASEE Annual Conference  
Salt Lake City, UT  
June 24-28

1 Person - 3 In-state Employer Trips

1 Person - 11 Out-of-state Employer Trips

The publications proposed were printed as planned. The first issue of the Student Newsletter was funded by the Institute. The Employer Handbook has been distributed to all active and many prospective employers along with copies of the Student Handbook. The Student Handbook is now being distributed to all students entering the program. Another publication, "Information for Applicants", is funded by the Institute, and it is sent to prospective co-op students. The new student job evaluation forms permit a more comprehensive reporting of the co-op employer relationship than in the past.

**PUBLICATIONS**

3000  Employer Handbooks

5000  Student Handbooks

3 Issues Student Newsletter

Student Job Evaluation Forms
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