PRE-ETS
The UNIVERSITY of OKLAHOMA

The University of Oklahoma National Center for Disability Education and Training (NCDET) is offering funds to develop and host a Career Expo between December 1, 2026, and June 30, 2027, for students aged 14 to 21 in Oklahoma who have a documented disability or an IEP (Individualized Education Program) or 504 plan.

Objectives:

1. The Career Expo will provide students with the knowledge, skills, and connections necessary to secure employment after graduating from high school.
2. The Career Expo will give students the opportunity to connect with community businesses, employers, and industry partners, allowing them to establish professional relationships, discuss potential job opportunities, and explore the training skills needed to secure employment.

Guidelines:

1. Awards will range from $2,500 to $5,000, depending on the expected number of students in attendance.

Expected number of students	Award
< 100	$2,500
100 – 199	$3,000
200 – 299	$4,000
300 +	$5,000

2. Students in attendance must be between the ages of 14 and 21.
3. The Career Expo must take place between December 1, 2026, and June 30, 2027, in Oklahoma.
4. The award will be paid upon completion of the Career Expo and submission of invoice.
5. A roster of attendees must be submitted with the invoice.
6. A copy of the agenda, identifying the programs and/or businesses represented, must be submitted with the invoice.
7. NCDET will be provided with a booth space at the event.
8. The requestee must complete the necessary steps to be set up as a supplier for the University of Oklahoma and complete a service agreement.
9. Requests for funds must be submitted no later than May 2, 2027.
10. Awards will be granted on a first-come, first-served basis, until all funds are allocated or until May 2, 2027, whichever occurs first.

PRE-ETS
The UNIVERSITY of OKLAHOMA

Career Expo Funds Request Form

Requesting Organization: _____

Contact Name: _____

E-mail: _____ Phone: _____

Career Expo date: _____

Career Expo location: _____

School(s) impacted:

_____

_____

_____

Anticipated number of students in attendance: _____

Amount Requested: _____

Expected number of students	Award
< 100	$2,500
100 – 199	$3,000
200 – 299	$4,000
300 +	$5,000

Submit form via mail, e-mail, or FAX no later than May 2, 2027.

University of Oklahoma National Center for Disability Education and Training
3200 Marshall Ave, Suite 201, Norman, Oklahoma 73072
mcollier@ou.edu

Contact Milton Collier, mcollier@ou.edu, for more information.

Funds provided by the University of Oklahoma National Center for Disability Education and Training in partnership with Oklahoma Rehabilitation Services.