



2023-2024 Summer Career and Technical Education Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, February 12, 2024

NOGA ID

Authorizing legislation

This LOI application must be submitted via email to loiapplications@tea.texas.gov.

The LOI application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, February 12, 2024**.

Grant period from

Pre-award costs permitted from

Application stamp-in date and time

Required Attachments

- 1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)

See the Program Guidelines for for additional attachment information.

Select Focus Area (Applicants May Select One or Both Focus Areas)

Focus Area 1: Career and Technical Education Course

Focus Area 2: Work-Based Learning Experiences

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

Applicant Information

Organization CDN ESC UEI

Address City ZIP Vendor ID

Primary Contact Email Phone

Secondary Contact Email Phone

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

LOI application, guidelines, and instructions Debarment and Suspension Certification

General and application-specific Provisions and Assurances Lobbying Certification

Authorized Official Name Title

Email Phone

Signature Date

Shared Services Arrangements

Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**

The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. All participants understand that the "Shared Services Arrangement Attachment" must be completed and signed by all SSA members, and submitted to TEA before the NOGA is issued.

Statutory/Program Assurances

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2023-2024 Summer Career and Technical Education Grant Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2023-2024 Summer Career and Technical Education Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 5. The applicant provides assurance that curriculum will be appropriately aligned to regional labor market supported CTE programs of study.
- 6. The applicant provides assurance to provide data to TEA on student completion of courses through a special collection process run by TEA.
- 7. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.

Summary of Program (Focus Area 1)

Provide an overview of the program to be implemented with grant funds. Include the overall mission and specific needs of the organization. Describe how the program will address the mission and needs.

In alignment with the Houston ISD vision statement to “empower students to become critical thinkers, visionary leaders, and active contributors in their community, fostering a pathway to success for limitless opportunities in a competitive global landscape”, the HISD CTE department is applying to utilize Focus Area 1 grant funds to advance our students’ competencies and allow them opportunities to grow beyond the typical classroom environment.

By participating in Focus Area 1 activities, students will participate in summer bridge programs to continue from CTE into a related postsecondary opportunity. Students will attend a college, university, or training school, and attain:

- Credit for courses
- Certificate programs (including industry-based certifications)
- College bridge camps
- College research training programs
- College workshops

Houston ISD is partnering with institutions of higher education, including Houston Community College, Texas State University, LW Pharmacy School, and the University of Houston. Houston ISD is committed to recruiting students to participate in all CTE programs of study offered in with relevant postsecondary programs or available that fit within the intended usages of Focus Area 1 program initiatives. Programs of recruitment include all 14 CTE clusters.

By receiving college instruction, preparation, and exploration, students are more likely to persist in college and have a perspective and knowledge base that sets them apart from that of the average high school graduate.

Summary of Program (Focus Area 2)

Provide an overview of the program to be implemented with grant funds. Include the overall mission and specific needs of the organization. Describe how the program will address the mission and needs.

The HISD CTE Department has a longstanding commitment and goal to ensure each student commits to a post-secondary plan by offering a variety of pathways for students who are seeking entry into the workforce pre- and post-graduation. While we strive to do this for every student during the regular academic year, the ability to establish a summer work-based learning program can solidify plans for students who remain unsure or who may become doubtful as the woes of their senior year approach.

The planned focus area 2 activities include:

- summer camps
- summer workshops
- industry site visits
- work-based learning sites/internships

Through the aforementioned initiatives across programs of study that garnish study interest and attendance, HISD is committed to immersing students in industry/workplace settings to foster first-hand experience and experiential learning tasks aligned with the Work-Based Learning Continuum and 4 key phases of the Work-Based Learning;

- (1) Career Awareness,
- (2) Career Exploration
- (3) Career Preparation
- (4) Career Training

and therefore covers the requirements of Focus Area 2 Work-Based Learning Experiences. The partnerships that HISD has established to offer the previously mentioned Focus Area 2 planned initiatives further strengthens Houston ISD’s commitment to Work-Based Learning initiatives by enforcing the Pillars of Work Based Learning Success by ensuring a high level of engagement with workforce employers, ensuring work-based learning options align to regional labor market demands, and by utilizing dedicated staffing roles to further enforce work-based learning efforts.

Qualifications and Experience for Key Personnel (Focus Area 1)

Outline the required qualifications and experience for primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program. Include whether the position is existing or proposed.

Title and Responsibilities of Position	Required Qualifications and Experience
12 CTE Coordinator II (Central Office) - CTE Coordinator II's are responsible for leading each CTE Program of Study	2 - 23 years of experience work in k-12
CTE Teacher – CTE Teachers will be responsible for teaching students.	3 - 35 years of experience
Institutional College Instructors	4 - 27 years of experience

Qualifications and Experience for Key Personnel (Focus Area 2)

Outline the required qualifications and experience for primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program. Include whether the position is existing or proposed.

Title and Responsibilities of Position	Required Qualifications and Experience
CTE Teacher – Conducting work site visits	3 -35 years of experience
Industry partner mentor	4 -12 industry experience
Apprenticeship mentor	3 - 15 year industry experience

Goals, Objectives, and Strategies (Focus Area 1)

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

To support our students best, if awarded, we will utilize Focus Area 1 funds to reinforce the Tri-Agency (the Texas Education Agency (TEA), the Texas Higher Education Coordinating Board (THECB), and the Texas Workforce Commission (TWC)) mission to supplement three critical areas.

- 1) Supporting pathways to allow flexibility to earn degrees, certificates, or other credentials (including IBCs) that are linked to high-wage/in-demand careers.
- 2) Support students and ensure they receive the necessary support to be successful throughout their education and through their journey into the workforce.
- 3) Create a more robust infrastructure by collaborating across various agencies, industry partners, and employers to ensure student preparation is appropriate for their journey ahead.

Activities covered in Focus Area 1 will allow students to strengthen and make connections beyond their high school CTE education. To encourage postsecondary success, it is essential to implement vital postsecondary bridge programs for Houston ISD students. These CTE-aligned bridge programs are designed to remove success "gaps" by building "bridges" directly on the path to success. The primary goals of these CTE postsecondary bridge programs are to give students access and familiarity with college success, certificate acquisition, awareness of college programs, and postsecondary-level course introduction. Furthermore, students will now have the opportunity to continue learning in a college setting and to delve further into their CTE-aligned interests and passions.

Activities to meet these goals include partnering with the University of Houston's Cullen College of Engineering (nationally ranking) to offer United States Department of Agriculture (USDA) college pathway programming. An essential piece of Focus Area 1 initiatives is to remove barriers to students attending introductory courses, college bridge initiatives, college camps, etc. by covering costs such as transportation, enrollment, tuition, etc.

Goals, Objectives, and Strategies (Focus Area 2)

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

If awarded, the goal of Houston ISD's Focus Area 2 programs will focus on students gaining work-based learning experience to immediately enter the workforce or enroll in higher education and become competitive in the Texas workforce and have a stronger foothold in Texas' multi-billion-dollar industry.

The objectives and goals of Houston ISD's Focus Area 2 initiatives are to offer work-based learning programs and exploration that:

- (1) "bridge" completed CTE coursework to first-hand, hands-on, well-rounded, experiential learning opportunities to provide students with emergent knowledge in the industry aligned to TEA Programs of Study, including the 14 CTE Clusters.
- (2) "bridge" training and experiences to real-world industry experiences and increase tangible knowledge in industries aligned to TEA Programs of Study, aforementioned.
- (3) Create a "bridge" over the competition by entering the workforce or college programs with increased workforce experience or postsecondary programming than their high school aged counterparts.

To offer the strongest work-based learning initiatives, Houston ISD will follow the Tri-Agency's Strategic Framework for Work-Based Learning to support students at "every stage of their education as they transition into the workforce" (December 2022 Tri-Agency Strategic Framework for Work-Based Learning Report). To meet the needs of a diverse industry and meet students at each stage of their learning and development journey, we recognize that there must be diversified program options for a district of our size serving a great number of CTE students. Therefore, if awarded, Houston ISD is prepared to recruit students to participate in program of study-aligned, work-based learning opportunities based on the needs and interests of each student.

Performance and Evaluation Measures (Focus Area 1)

Describe the performance measures identified for this program which are related to student outcomes and are consistent with the purpose of the program. Include the tools used to measure performance, as well as the processes that will be used to ensure the effectiveness of project objectives and strategies.

As a focus area 1 initiative, the core data collected and reported will include data on the postsecondary outcomes of each student participant. Program evaluation success factors include collecting and reporting:

- (1) Student information in the fall PEIMS submission (including demographic information)
- (2) The number of students enrolled in Focus Area 1 Summer Grant Programs
- (3) The number of students that completed Focus Area 1 Summer Grant Programs
- (4) All data relevant to PEIMS (in the fall submission)

In addition to data that will be necessary to collect for the Texas Education Agency, Houston ISD will analyze program participation and success areas with workforce needs to determine where our students' interests in programs are. Qualitative and quantitative data before, after, and during summer grant initiatives will be collected from students and teachers. This will allow us to not only analyze how and where we are preparing students to enter workforce areas but also to analyze the programs of study being offered in the district versus the strongest areas of student interest. Since student interest and participation in voluntary summer programs hold a unique perspective to analyze data, we acknowledge that the areas of highest interest in summer programs of study should be considered in future needs assessments of programs offered during the regular school year or future summer programs. Houston ISD is also committed to evaluating metrics and program outcomes with the Tri-Agency Workforce Initiatives and to link education and the workforce to spur economic growth across the state of Texas. Qualitative and quantitative data before, after, and during summer grant initiatives will be collected from students and teachers.

Performance and Evaluation Measures (Focus Area 2)

Describe the performance measures identified for this program which are related to student outcomes and are consistent with the purpose of the program. Include the tools used to measure performance, as well as the processes that will be used to ensure the effectiveness of project objectives and strategies.

As a focus area 2 initiative, the core data collected and reported will include data on the performance measures including:

- (1) Number of students participating in internships or pre-apprenticeship training as part of the program.
- (2) Student information as a part of the fall PEIMS submission. (This will determine the demographics of the students served.)
- (3) Final list of business and industry partners offering work-based learning experiences to students as a part of the program.
- (4) Total and average hours worked by students in the program.
- (5) Total and average hourly earnings of students in the program.
- (6) Evidence of training plans for each student in the program.
- (7) Evidence of partnership agreements for each business and industry partner involved in the program.
- (8) Evidence of culminating assessments or recognition of skills for each student in the program.
- (9) Report all data related to PEIMS (In the Fall PEIMS Submission)

Houston ISD will also collect evidence of culminating assessments or recognition of skills for each student in the program via teacher survey, student survey, and observance of district personnel shadowing and administering the summer program initiatives. These performance measures will provide greater context on the programs' effectiveness and provide HISD with guidance and feasibility of future programs and initiatives.

Budget Narrative (Focus Area 1)

Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs.

Budgeted funds will be allocated to cover program costs associated with providing high-quality postsecondary education and preparation as outlined below:

Focus Area 1 Budget:
 2 CTE Teachers Extra Duty Pay=\$12,480
 Data Entry Clerk-Extra Duty Pay \$25/hour =\$675
 Fringe Benefits @ 15% for 2 CTE teachers and Data Entry Clerk
 Total Payroll \$15,128
 Professional and Contracted Services: Transportation (Daily \$250.00 for 26 days) =\$6,500
 Professional and Contracted Services: Student Registration Tuition & Fees \$20,000 /Total =\$26,500
 Supplies and Materials-To implement Focus 1 activities =\$5,959
 Indirect Cost Rate (@4.826%) \$2,413
 TOTAL: \$50,000

Due to budget constraints, requirements to spend district funds with board-approved vendors, etc., to perform similar summer programs in the future, the HISD CTE Department will continue to apply for the Summer Career and Technical Education Grant in future years. Because of these constraints, we currently do not have any similar summer programs that are funded. Our plans to offer the Focus Area 1 summer activities are contingent on being awarded this grant program.

Budget Narrative (Focus Area 2)

Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs.

Budgeted funds will be allocated to cover program costs associated with providing high quality work-based learning as outlined below:

Focus Area 2 Budget:
 CTE Teachers (3 teachers) \$6,000
 Fringe Benefits @ 15% for 3 CTE teachers=\$900
 Total Payroll=\$6900
 Industry WBL Registration Experience \$4,700
 Transportation (Daily \$250.00 for 26 days) \$6,500
 Total of Professional and Contracted Services=\$11,200
 Student Stipends (\$500 for 35 students) \$17,500
 Materials and Supplies-To implement Focus 2 Activities= \$11,987
 Indirect Cost Rate (@4.826%) \$2,413
 TOTAL: \$50,000

Due to budget constraints, requirements to spend district funds with board approved vendors, etc. to perform similar summer programs in the future, the HISD CTE Department will continue to apply for the Summer Career and Technical Education Grant in future years. Because of these constraints, we currently do not have any similar summer programs that are funded. Our plans to offer the Focus Area 2 summer activities are contingent on being awarded this grant program.

Program Requirements

1a. Needs Assessment (Focus Area 1): Applicants must complete a Needs Assessment Summary indicating specific area of need the LEA has that hinders the completion of courses within programs of study. (For example: describing scheduling conflicts, specific program of study teacher availability, etc.)

The CLNA data also identifies 30% (554) of Houston ISD's CTE learners are program completers. The grant will provide access for students through a summer bridge to learn and participate in CTE programs of study. If awarded, Houston ISD will have the ability to post-secondary opportunities across the aforementioned programs of study utilizing summer grant funds and additional time provided for summer grant activities. Summer Grant Funds will be utilized to improve access to transportation for students who may have barriers to accessing reputable sources for post-secondary exploration and learning. During the fall and spring semesters, many students would not be able to participate in postsecondary opportunities if it is offered outside of the campus location. While wonderful opportunities for students to become adept in postsecondary readiness, we acknowledge that an institution of higher learning is needed to give students greater access to postsecondary resources. Because Houston ISD is comprised of many students and families that have great socio-economic challenges, many students would not have transportation. Because of the size of the district and the strain of the district's transportation department, access to district school buses is limited to certain hours to ensure there is adequate time and buses available to carry out the district's required transportation routes. This, of course, interferes with the scheduling of many work-based learning courses; therefore, even the select few campuses or programs that would be able to transport students on Houston ISD buses are typically unable to. Course scheduling also pose difficulties for many campuses and students who receive additional support services such as EBs and SPED since institutions of higher learning may plan postsecondary readiness events and be unaware that in some students have courses that they are not able to miss. A lack of eligible funds to support programs is also another major barrier. With supporting a vast number of students and teachers funds are earmarked for non-negotiables such as salaries, curriculum, etc. so there is a lack of flexible innovative dollars that are likely to be available for summer programming. By utilizing the summer grant funds to remove the aforementioned barriers, HISD would have the ability to provide greater access to students, which would, in turn, allow HISD students greater access to postsecondary readiness. As a Texas institution, by awarding HISD these grant funds, the Texas Education Agency would see a positive return on investment by means of outcomes and successes associated with students who have participated in work-based learning opportunities.

1b. Needs Assessment (Focus Area 2): Applicants must complete a Needs Assessment Summary indicating specific area of needs the LEA has to offer work-based learning opportunities. (For example: describing transportation limitations, describing scheduling conflicts, specific program of study teacher availability, etc.)

If awarded, Houston ISD will have the ability to increase work-based learning opportunities and apprenticeships across programs of study utilizing summer grant funds and additional time provided for summer grant activities. Summer Grant Funds will be utilized to improve access to transportation for students who may have barriers to accessing work-based learning (WBL) sites. During the regular school year, many students are not able to participate in the most beneficial work-based learning opportunities because they are not able to transport themselves to the work-based learning site and back to campus. Because Houston ISD is comprised of many students and families that have great socio-economic challenges, many students would not have transportation. Because of the size of the district and the strain of the district's transportation department, access to district school buses is limited to certain hours ensure there is adequate time and busses available to carry out the district's required transportation routes. This, of course, interferes with the scheduling of many work-based learning courses; therefore, even the select few campuses or programs that would be able to transport students on Houston ISD buses are typically unable to. Course scheduling and the minimum number work site practicum hours also pose difficulties for many campuses and students. Based on the distance of the work site from the campus and the time a student may need to return to campus for the next course, some students risk frequent tardies and also not earning enough hours with their work-based learning site. The large number of students enrolled in HISD and in CTE, access to work-based learning sites can, at times, be strained to accept students during the odd hours around the student's course schedule. Because we would offer WBL without rigid campus scheduling, students would be able to work with WBL sites with greater scheduling flexibility. By utilizing the summer grant funds to remove the aforementioned barriers, HISD would have the ability to provide greater access to students, which would, in turn, allow HISD students greater access to workforce preparedness.

Program Requirements, cont'd.

2. **Focus Area 1:** Applicants must specify which program(s) of study and the CTE course(s) in the program(s) of study that will be offered (see <https://tea.texas.gov/academics/college-career-and-military-prep/career-and-technical-education/cte-programs-of-study> for a list of the approved statewide programs of study). Include the number of students who be engaged and supported in this focus area.

For Focus Area 1 initiatives, HISD CTE has established strong partnerships with the Texas A&M AgriLife Extension Service, the University of Houston, LW Pharmacy School, Houston Community College, and Texas State University.

Approximately 50-75 students will be supported by Focus Area 1 initiatives. Specific activities includes:

- Summer course credit for juniors to become completers within the CTE Programs of study.
- the Pathway to University (- USDA) programs from the University of Houston
- 3 Day Summer Camps in which students will experience hands-on activities, campus tours, and meet experts from USDA, UH faculties, UT-Health, Texas A&M University, and Industry. Topics and activities include Food Science, Nutrition, Agricultural Biotechnology, and other related STEM fields.
- Summer Workshops in which students will receive information on Food Science, Nutrition, Agricultural Biotechnology degrees, agricultural universities across the United States, and more details of the University of Houston’s Summer Camp.
- Summer Research Training Program in which students will work with University of Houston faculty and students to collaborate on designing experiments and become familiar with scientific techniques in Food Science, Nutrition, and Agriculture Biotechnology.

3. **Focus Area 2:** Applicants must specify business and industry partners who will be involved in the program. Additionally, specify the work-based learning model(s) which will be utilized and the number of students who will be engaged and supported.

For Focus Area 2 initiatives, HISD CTE has established strong partnerships with the Texas A&M AgriLife Extension Service, Houston Community College, the Texas Hotel Lodging Association (THLA), the Four Seasons Hotel, and The Texas Workforce Commission. Approximately 25-35 students will be supported by Focus Area 2 initiatives.

Career Exploration, Career Preparation, and Career Training models provided by industry partners will include :

- (1) Worksite tours
- (2) Job Shadowing
- (3) Interviews with employers
- (4) Internships
- (5) Cooperative Learning
- (6) Service Learning
- (7) On-the-Job Training
- (8) Transitional Jobs

Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section

Reason for Amendment

Application Part 2:

2023-2024 Summer Career and Technical Education Grant

Authorized by: General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)

IMPORTANT NOTICE: Application Part 2 (these budget pages) is not compatible with Google Docs.

Complete the supporting budget worksheets first, i.e., 6100, 6200, 6300.... The Program Budget Summary worksheet is linked to and will auto-populate with the amounts you entered on the respective supporting budget worksheets. All budgeted amounts must be entered in whole dollar amounts. **Do not enter any cents.**

On each supporting budget worksheet, complete the Total Program Costs and Total Direct Admin Costs lines. Together these lines must equal the Grand Total otherwise the field will change color to red indicating an error. These amounts will automatically populate on the Program Budget Summary worksheet.

If pre-award costs are allowable, budget all pre-award costs in the Pre-Award Cost column on the appropriate supporting budget worksheet(s).

Payroll 6100

Complete this worksheet to request payroll costs. Do not request funds for consultants or contractors on this worksheet; those funds should be requested on the Professional and Contracted Services 6200 worksheet.

Professional and Contracted Services 6200

Complete this worksheet to request professional services, consulting services, and contracted services.

Supplies and Materials 6300

Complete this worksheet to request supplies and materials.

Other Operating Costs 6400

Complete this worksheet to request other operating costs. Be sure to comply with documentation requirements, where applicable.

Capital Outlay 6600

Complete this worksheet to request capital outlay costs.

Capital outlay means funds budgeted or expended to purchase capital assets, such as equipment, or expenditures for the acquisition cost of capital assets. Capital assets are tangible or intangible assets having a useful life of more than one year, which are valued at \$5,000 or greater per unit, or the applicant's capitalization level, whichever is less. Capital outlay may include expenditures to make improvements to capital assets that materially increase their value or useful life.

Program Budget Summary

This worksheet auto-populates from the supporting budget worksheets for Program Costs, Direct Admin Costs, and Pre-award Costs, if applicable. There are only a few fields that may require input from the grantee, if applicable, such as indicating *Consolidate Administrative Funds*, *Indirect Costs*, *Shared Services Arrangement*, or the *Administrative Cost Calculation*.

Indirect Costs - Neither direct nor indirect administrative costs may be charged to this grant program.

[Maximum Indirect Cost Workbook link.](#)

Shared Services Arrangement - If applicable, enter amount of payments to member districts on line 9.

Administrative Cost Calculation - Indirect administrative costs may be charged to this grant program.

For further guidance, refer to the [Budgeting Costs Guidance Handbook](#).

Application Part 2:

2023-2024 Summer Career and Technical Education Grant

Authorized by: General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)

County District Number or Vendor ID:		101192	Amendment # (for amendments only):		
Payroll Costs (6100)					
Employee Position Title	Estimated # of Positions 100% Grant Funded	Estimated # of Positions Less than 100% Grant Funded	Focus Area 1	Focus Area 2	Grant Amount Budgeted
1 Teacher					\$ -
2 Educational Aide			\$ -	\$ -	\$ -
3 Tutor			\$ -	\$ -	\$ -
Program Management and Administration					
4 Project Director			\$ -	\$ -	\$ -
5 Project Coordinator			\$ -	\$ -	\$ -
6 Teacher Facilitator			\$ -	\$ -	\$ -
7 Teacher Supervisor			\$ -	\$ -	\$ -
8 Secretary/Admin Assistant			\$ -	\$ -	\$ -
9 Data Entry Clerk				\$ -	\$ -
10 Grant Accountant/Bookkeeper			\$ -	\$ -	\$ -
11 Evaluator/Evaluation Specialist			\$ -	\$ -	\$ -
Auxiliary					
12 Counselor			\$ -	\$ -	\$ -
13 Social Worker			\$ -	\$ -	\$ -
14 Community Liaison/Parent Coordinator			\$ -	\$ -	\$ -
Education Service Center (to be completed by ESC only when ESC is the applicant)					
15 ESC Specialist/Consultant			\$ -	\$ -	\$ -
16 ESC Coordinator/Manager/Supervisor			\$ -	\$ -	\$ -
17 ESC Support Staff			\$ -	\$ -	\$ -
18 ESC Other: (Enter position title here)			\$ -	\$ -	\$ -
19 ESC Other: (Enter position title here)			\$ -	\$ -	\$ -
20 ESC Other: (Enter position title here)			\$ -	\$ -	\$ -
Other Employee Positions					
21 (Enter position title here)			\$ -	\$ -	\$ -
22 (Enter position title here)			\$ -	\$ -	\$ -
23	Subtotal Employee Costs:		\$ -	\$ -	\$ -
Substitute, Extra-Duty Pay, Benefits Costs					
24 6112 - Substitute Pay			\$ -	\$ -	\$ -
25 6119 - Professional Staff Extra-Duty Pay			\$ 12,480	\$ 6,000	\$ 18,480
26 6121 - Support Staff Extra-Duty Pay			\$ 675		\$ 675
27 6140 - Employee Benefits			\$ 1,973	\$ 900	\$ 2,873
28 61XX - Tuition Remission (IHEs only)			\$ -	\$ -	\$ -
29	Subtotal Substitute, Extra-Duty Pay, Benefits Costs:		\$ 15,128	\$ 6,900	\$ 22,028
30	Total Program Costs:		\$ 15,128	\$ 6,900	\$ 22,028

[For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.](#)

FOR TEA USE ONLY	
Changes on this page have been confirmed with:	On this date:
Via telephone/fax/email (circle as appropriate):	By TEA staff person:

Application Part 2:

2023-2024 Summer Career and Technical Education Grant

Authorized by: General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)

County District Number or Vendor ID: 101192	Amendment #: 0
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Professional and Contracted Services (6200)

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider. Please provide a brief description for the service and purpose.

	Description of Service and Purpose	Focus Area 1	Focus Area 2	Grant Amount Budgeted
1	6269 Rental or lease of buildings, space in buildings, or land			
2	Service: Transportation Specify purpose: For campus or Work-Based Learning sites	\$ 6,500	\$ 6,500	\$ 13,000
3	Student Registration Tuition & Fees Specify purpose: Higher Ed. cost for courses	\$ 20,000	\$ -	\$ 20,000
4	Registration Specify purpose: For Work-Based Learning Experiences	\$ -	\$ 4,700	\$ 4,700
5	Service: Specify purpose:	\$ -	\$ -	\$ -
6	Service: Specify purpose:	\$ -	\$ -	\$ -
7	Service: Specify purpose:	\$ -	\$ -	\$ -
8	Service: Specify purpose:	\$ -	\$ -	\$ -
9	Subtotal of professional and contracted services requiring specific approval:	\$ 26,500	\$ 11,200	\$ 37,700
10	Remaining 6200 - Professional and contracted services that do not require specific approval.	\$ -	\$ -	\$ -
11	Total Program Costs:	\$ 26,500	\$ 11,200	\$ 37,700

FOR TEA USE ONLY

Changes on this page have been confirmed with:	On this date:
Via telephone/fax/email (circle as appropriate)	By TEA staff person:

Application Part 2:

2023-2024 Summer Career and Technical Education Grant

Authorized by: General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)

County District Number or Vendor ID: 101192		Amendment #: 0		
Supplies and Materials (6300)				
Expense Item Description		Focus Area 1	Focus Area 2	Grant Amount Budgeted
1	6300 - Supplies and materials that do not require specific approval:	\$ 5,959	\$ 11,987	\$ 17,946
2	Total Program Costs:	\$ 5,959	\$ 11,987	\$ 17,946

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Changes on this page have been confirmed with:	On this date:
Via telephone/fax/email (circle as appropriate):	By TEA staff person:

Application Part 2:

2023-2024 Summer Career and Technical Education Grant

Authorized by: General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)

County District Number or Vendor ID: 101192		Amendment #: 0		
Other Operating Costs (6400)				
Expense Item Description		Focus Area 1	Focus Area 2	Grant Amount Budgeted
1	6411 - Out-of-state travel for employees. Must be allowable per Program Guidelines and grantee must keep documentation locally.	\$ -	\$ -	\$ -
2	6412 - Travel for students to conferences (does not include field trips). Requires pre-authorization in writing.	\$ -	\$ -	\$ -
	Specify name and purpose of conference:	\$ -	\$ -	
3	6412/6494 - Educational Field Trip(s). Must be allowable per Program Guidelines and grantee must keep documentation locally.	\$ -	\$ -	\$ -
4	6413 - Stipends for non-employees other than those included in 6419.	\$ -	\$ 17,500	\$ 17,500
5	6419 - Non-employee costs for conferences. Requires pre-authorization in writing.	\$ -	\$ -	\$ -
6	6411/6419 - Travel costs for officials such as Executive Director, Superintendent, or Local Board Members. Allowable only when such costs are directly related to the grant. Must be allowable per Program Guidelines and grantee must keep out-of-state travel documentation locally.	\$ -	\$ -	\$ -
7	6495 - Cost of membership in civic or community organizations	\$ -	\$ -	\$ -
8	64XX - Hosting conferences for non-employees	\$ -	\$ -	\$ -
9	Subtotal of other operating costs (6400) requiring specific approval:	\$ -	\$ 17,500	\$ 17,500
10	Remaining 6400 - Other operating costs that do not require specific approval.	\$ -		\$ -
11	Total Program Costs:	\$ -	\$ 17,500	\$ 17,500

In-state travel for employees does not require specific approval.

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Application Part 2:

2023-2024 Summer Career and Technical Education Grant

Authorized by: General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)

County District Number or Vendor ID: 101192			Amendment #: 0		
Capital Outlay (6600)					
Description and Purpose	Quantity	Unit Cost	Focus Area 1	Focus Area 2	Grant Amount Budgeted
6669 - Library Books and Media (capitalized and controlled by library)					
1	N/A	N/A	\$ -	\$ -	\$ -
66XX - Computing Devices, capitalized					
2	(Enter description and brief purpose)		\$ -	\$ -	\$ -
3			\$ -	\$ -	\$ -
4			\$ -	\$ -	\$ -
5			\$ -	\$ -	\$ -
6			\$ -	\$ -	\$ -
7			\$ -	\$ -	\$ -
8			\$ -	\$ -	\$ -
9			\$ -	\$ -	\$ -
66XX - Software, capitalized					
10	(Enter description and brief purpose)		\$ -	\$ -	\$ -
11			\$ -	\$ -	\$ -
12			\$ -	\$ -	\$ -
66XX - Equipment, furniture, or vehicles					
13	(Enter description and brief purpose)		\$ -	\$ -	\$ -
14			\$ -	\$ -	\$ -
15			\$ -	\$ -	\$ -
66XX - Capital expenditures for additions, improvements, or modifications to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance)					
16	(Enter description and brief purpose)				
17	Total Program Costs:		\$ -	\$ -	\$ -

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Application Part 2:

2023-2024 Summer Career and Technical Education Grant

Authorized by: General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)

County District Number or vendor ID: 101192		Amendment #
Grant Period:	April 3, 2024 - September 30, 2024	Fund Code/Shared Services Arrangement: 429/459

Program Budget Summary

Description and Purpose	Class/ Object Code	Source of Funds		Total Budgeted Cost
		Focus Area 1	Focus Area 2	
1 Payroll Costs	6100	\$ 15,128	\$ 6,900	\$ 22,028
2 Professional and Contracted Services	6200	\$ 26,500	\$ 11,200	\$ 37,700
3 Supplies and Materials	6300	\$ 5,959	\$ 11,987	\$ 17,946
4 Other Operating Costs	6400	\$ -	\$ 17,500	\$ 17,500
5 Capital Outlay	6600	\$ -	\$ -	\$ -
Consolidate Administrative Funds			N/A	
Total Direct Costs:		\$ 47,587	\$ 47,587	\$ 95,174
7 Enter Percentage (%) of Indirect	4.826	\$ 2,413	\$ 2,413	\$ 4,826
Grand Total of Budgeted Costs :		\$ 50,000	\$ 50,000	\$ 100,000

Shared Services Arrangement

9	6493	Payments to member districts of shared services arrangements	\$ -	\$ -
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Administrative Cost Calculation

10	Total Grant Amount Budgeted:		\$ 100,000
11	Reasonable and necessary administrative costs established for the program:		0.15
12	Maximum amount allowable for administrative costs, including indirect costs:		\$ 15,000

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Via telephone/fax/email (circle as appropriate)	By TEA staff person:

Texas Education Agency
Every Student Succeeds Act (ESSA) Provisions and Assurances

The following special provisions apply to all programs funded under Public Law 114-95, Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA) that replaced its predecessor, the No Child Left Behind (NCLB) Act of 2001. By certifying and submitting the eGrants application, the applicant is assuring it is in compliance with the following provisions:

- A. Each such program will be administered in accordance with all applicable statutes, regulations, program plans, and applications.
- B. The control of funds provided under each such program and title to property acquired with program funds will be in a public agency or in a nonprofit private agency, institution, organization, or Indian tribe, if the law authorizing the program provides for assistance to such entities.
- C. The public agency, nonprofit private agency, institution, organization, or Indian tribe will administer such funds and property to the extent required by the authorizing statutes.
- D. The applicant will adopt and use proper methods of administering each such program, including the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program and the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation.
- E. The applicant will cooperate in carrying out any evaluation of each such program conducted by or for the Texas Education Agency (TEA), the US Secretary of Education, or other federal officials.
- F. The applicant will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, federal funds paid to such applicant under each such program.
- G. The applicant will submit such reports to TEA (which shall make the reports available to the governor) and the US Secretary of Education, as TEA and the US Secretary of Education may require to enable TEA and the US Secretary of Education to perform their duties under each such program.
- H. The applicant will maintain such records, provide such information, and afford access to the records as the Agency (after consultation with the governor) or the Secretary may find necessary to carry out the Agency's or the Secretary's duties.
- I. Before the application was submitted, the applicant afforded a reasonable opportunity for public comment on the application and has considered such comment.
- J. **Gun-Free Schools Act:** The local educational agency assures that it is in compliance with Section 37.007(e) of the Texas Education Code, which requires expulsion of a student who brings to school or possesses at school a firearm as defined by 18 United States Code (USC) Section 2891 (pursuant to the requirements in P.L. 114-95, Section 8561[b][1]). In addition, the local educational agency certifies that it has a policy requiring referral to the criminal justice or juvenile delinquency system of any student who brings a firearm or weapon to school (P.L. 114-95, Section 8561[h][1]).
- K. **Student Records Transfer:** The local educational agency shall ensure that a student's records and, if applicable, a student's individualized education program as defined in Section 602(11) of the Individuals with Disabilities Education Act, are transferred to a charter school upon the transfer of the student to the charter school, and to another public school upon the transfer of the student from a charter school to another public school, in accordance with applicable state law (P.L. 114-95, Section 4308).
- L. **Consolidation of Administrative Funds:** A local educational agency, with the approval of TEA, may consolidate and use for the administration of one or more programs under the Every Student Succeeds Act not more than the percentage, established in each program, of the total available for the local educational agency under those programs. A local educational agency that consolidates administrative funds shall not use any other funds under the programs included in the consolidation for administration for that fiscal year. Consolidated administrative funds shall be used for the administration of the programs covered and may be used for coordination of these programs with other federal and non-federal programs and for dissemination of information regarding model programs and practices.
- M. **Privacy of Assessment Results:** Any results from an individual assessment referred to in the Every Student Succeeds Act of a student that become part of the education records of the student shall have the protections provided in Section 444 of the General Education Provisions Act (P.L. 114-95, Section 8523 and the Family Educational Rights and Privacy Act [FERPA] of 1975, as amended).
- N. **School Prayer:** The local educational agency certifies that it is in compliance with Section 25.901 of the Texas Education Code. In addition, as a condition of receiving funds under the Every Student Succeeds Act, the local educational agency certifies that no policy of the local educational agency prevents, or otherwise denies

Texas Education Agency
Every Student Succeeds Act (ESSA) Provisions and Assurances

participation in, constitutionally protected prayer in public elementary schools and secondary schools, as detailed

in the guidance provided by the US Secretary of Education pertaining to such. The state educational agency shall report to the Secretary of Education each year a list of those local educational agencies that have not filed this assurance or against which complaints have been made to the state educational agency that the local educational agencies are not in compliance with this requirement (P.L. 114-95, Section 8524[b]).

- O. **Equal Access to Public School Facilities—Boy Scouts of America Equal Access Act:** No public elementary school, public secondary school, or local educational agency that has a designated open forum or a limited public forum and that receives funds made available from the US Department of Education shall deny equal access or a fair opportunity to meet, or shall discriminate against, any group officially affiliated with the Boy Scouts of America, or any other youth group listed in Title 36 of the United States Code (as a patriotic society) that wishes to conduct a meeting within that designated open forum or limited public forum, including denying such access or opportunity or discriminating for reasons based on the membership or leadership criteria or oath of allegiance to God and country of the Boy Scouts of America or of the youth group listed in Title 36 of the United States Code (as a patriotic society). For the purposes of this section, an elementary school or secondary school has a limited public forum whenever the school involved grants an offering to, or opportunity for, one or more outside youth or community groups to meet on school premises or in school facilities before or after the hours during which attendance at the school is compulsory. Nothing in this section shall be construed to require any school, agency, or a school served by an agency to sponsor any group officially affiliated with the Boy Scouts of America, or any other youth group listed in Title 36 of the United States Code (as a patriotic society). Compliance with this provision will be enforced through rules and orders issued by the Office for Civil Rights. If the public school or agency does not comply with the rules or orders, no funds made available through the Department of Education shall be provided by a school that fails to comply with such rules or orders or to any agency or school served by an agency that fails to comply with such rules or orders (P.L. 114-95, Section 8525).
- P. **General Prohibitions:** None of the funds authorized under the Every Student Succeeds Act shall be used to develop or distribute materials, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual; to distribute or to aid in the distribution by any organization of legally obscene materials to minors on school grounds; to provide sex education or HIV-prevention education in schools unless that instruction is age appropriate and includes the health benefits of abstinence; or to operate a program of contraceptive distribution in schools (P.L. 114-95, Section 8526).
- Q. **Armed Forces Recruiter Access to Students and Student Recruiting Information:** In accordance with guidance issued by the US Department of Education, each local educational agency receiving assistance under the Every Student Succeeds Act shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school student names, address, and telephone listings, upon prior written consent of a student or the parent of a student. A secondary school student or the parent of the student may request that the student's name, address, and telephone listing not be released without prior written parental consent, and the local educational agency or private nonprofit school shall notify parents of the option to make a request and shall comply with any request. Each local educational agency receiving assistance under the Every Student Succeeds Act shall provide military recruiters the same access to secondary school students as is provided generally to post-secondary educational institutions or to prospective employers of those students (P.L. 114-95, Section 8528).
- R. **Unsafe School Choice Option:** The local educational agency certifies that it shall establish and implement a policy requiring that a student attending a persistently dangerous public elementary school or secondary school, as determined by TEA, or who becomes a victim of a violent criminal offense, while in or on the grounds of a public elementary or secondary school that the student attends, be allowed to attend a safe public elementary or secondary school within the local educational agency, including a public charter school (P.L. 114-95, Section 8532).
- S. **Civil Rights:** Nothing in the Every Student Succeeds Act shall be construed to permit discrimination on the basis of race, color, religion, sex (except as otherwise permitted under Title IX of the Education Amendments of 1972), national origin, or disability in any program funded under the Every Student Succeeds Act (P.L. 114-95, Section 8534).
- T. **Assurances related to the education of homeless children and youth:**
1. The LEA assures that each child of a homeless individual and each homeless youth shall have equal access to the same free, appropriate public education, including a public preschool education, as provided to other children and youth.
 2. The LEA assures that homeless children and youth are afforded the same free, appropriate

Texas Education Agency
Every Student Succeeds Act (ESSA) Provisions and Assurances

public education as provided to other children and youth.

3. The LEA assures that it will review and undertake steps to revise any laws, regulations, practices, or policies that may act as a barrier to the enrollment, attendance, or success in school of homeless children and youth.
4. The LEA assures that it will not separate students from the mainstream school environment on the basis of homelessness alone.
5. The LEA assures that homeless children and youth have access to the education and other services that they need in order to meet the same challenging state student academic achievement standards to which all students are held.

U. Assurances related to Title I, Part D, Subpart `1 programs:

1. State Agency (SA) assures in making services available to children and youth in adult correctional institutions, priority will be given to children and youth who are likely to complete incarceration within a 2-year period;
2. SA assures it will assist in locating alternative programs through which students can continue their education if the students are not returning to school after leaving the correctional facility or institution for neglected or delinquent children and youth;
3. SA assures it will work with parents to secure parents' assistance in improving the educational achievement of their children and youth, and preventing their children's and youth's further involvement in delinquent activities;
4. SA assures it will work with children and youth with disabilities in order to meet an existing individualized education program and an assures that it will notify the child's or youth's local school if the child or youth—
 - i. is identified as in need of special education services while the child or youth is in the correctional facility or institution for neglected or delinquent children and youth; and
 - ii. intends to return to the local school;
5. SA assures it will work with children and youth who dropped out of school before entering the correctional facility or institution for neglected or delinquent children and youth to encourage the children and youth to reenter school and attain a regular high school diploma once the term of the incarceration is completed or provide the child or youth with the skills necessary to gain employment, continue the education of the child or youth, or attain a regular high school diploma or high school equivalency certificate if the child or youth does not intend to return to school
6. SA assures that certified or licensed teachers and other qualified staff are trained to work with children and youth with disabilities and other students with special needs;
7. SA assures coordination with programs operated by Juvenile Justice and Delinquency Prevention Act of 1974

V. Assurances related to LEAs providing equitable services to eligible Private Nonprofit (PNP) schools:

W. Definitions: The following terms shall be defined as follows for programs authorized and carried out under the Every Student Succeeds Act:

1. **Charter School:** An open-enrollment charter school receiving federal funds of any type must meet the federal definition of a charter school as provided in P.L. 114-95, Section 4310(2). The term *charter school* means a school that:
 - a. Is created by a developer as a public school, or is adapted by a developer from an existing public school, and is **operated under public supervision and control**
 - b. Operates in pursuit of a specific set of educational objectives determined by the school's developer and agreed to by the authorized public chartering agency (i.e., the State Board of Education [SBOE])
 - c. Provides a program of elementary or secondary education, or both
 - d. Is **nonsectarian in its programs, admissions policies, employment practices, and all**

Texas Education Agency
Every Student Succeeds Act (ESSA) Provisions and Assurances

- other operations, and is not affiliated with a sectarian school or religious instruction
- e. Does not charge tuition
 - f. **Complies with the Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Part B of the Individuals with Disabilities Education Act**
 - g. Is a school to which parents choose to send their children, and that
 - i. **admits students on the basis of a lottery, if more students apply for admission than can be accommodated**
 - ii. **in the case of a school that has an affiliated charter school (such as a school that is part of the same network of schools), automatically enrolls students who are enrolled in the immediate prior grade level of the affiliated charter school and, for any additional student openings or student openings created through regular attrition in student enrollment in the affiliated charter school and the enrolling school, admits students on the basis of a lottery as described in clause (i)**
 - h. **Agrees to comply with the same federal and state audit requirements** as other elementary schools and secondary schools in the state, unless such requirements are specifically waived for the purpose of this program
 - i. **Meets all applicable federal, state, and local health and safety requirements**
 - j. Operates in accordance with state law
 - k. Has a written performance contract with the authorized public chartering agency in the state (i.e., SBOE) that includes a description of how student performance will be measured pursuant to state assessments that are required of other schools and pursuant to any other assessments mutually agreeable to the SBOE
2. *Community-Based Organization:* A public or private nonprofit organization of demonstrated effectiveness that is representative of a community or significant segment of a community and that provides educational or related services to individuals in the community
 3. *Highly Qualified:* This only applies to paraprofessionals.
 4. *Parental Involvement:* The participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring:
 - a. That parents play an integral role in assisting their child's learning
 - b. That parents are encouraged to be actively involved in their child's education at school
 - c. That parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child
 - d. The carrying out of other activities, such as those described in Section 1116 of P.L. 114-95.
 5. *Professional Development:* Includes activities that: (P.L. 114-95, Section 8101(42))
 - A. Are an integral part of school and local educational agency strategies for providing educators (including teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, and, as applicable, early childhood educators) with the knowledge and skills necessary to enable students to succeed in a well-rounded education and to meet the challenging State academic standards: and
 - B. Are sustained (not stand-alone, 1-day, or short term workshops), intensive, collaborative, job-embedded, data-driven, and classroom-focused, and may include activities that –
 - i. Improve and increase teachers' –
 - I. knowledge of the academic subjects the teachers teach;
 - II. understanding of how students learn; and
 - III. ability to analyze student work and achievement from multiple sources, including how to adjust instructional strategies, assessments, and materials based on such analysis;
 - ii. Are an integral part of broad schoolwide and districtwide educational improvement plans;
 - iii. Allow personalized plans for each educator to address the educator's specific needs identified in observation or other feedback;
 - iv. Improve classroom management skills;
 - v. Support the recruiting, hiring, and training of effective teachers, including teachers who became certified through state and local alternative routes to certification;

Texas Education Agency
Every Student Succeeds Act (ESSA) Provisions and Assurances

- vi. Advance teacher understanding of effective instructional strategies that are;
 - I. Effective instructional strategies that are evidence-based; and
 - II. Strategies for improving student academic achievement or substantially increasing the knowledge and teaching skills of teachers;
 - vii. Are aligned with and directly related to academic goals of the school or local educational agency;
 - viii. Are developed with extensive participation of teachers, principals, other school leaders, parents, representatives of Indian tribes (as applicable) and administrators of schools to be served under this Act;
 - ix. Are designed to give teachers of English learners, and other teachers and instructional staff, the knowledge and skills to provide instruction and appropriate language and academic support services to those children, including the appropriate use of curricula and assessments;
 - x. To the extent appropriate, provide training for teachers, principals and other school leaders in the use of technology so that technology and technology applications are effectively used in the classroom to improve teaching and learning in the curricula and academic subjects in which the teachers teach;
 - xi. As a whole, are regularly evaluated for their impact on increased teacher effectiveness and improved student academic achievement with the findings of the evaluations used to improve the quality of professional development;
 - xii. Are designed to give teachers of children with disabilities or children with developmental delays, and other teachers and instructional staff, the knowledge and skills to provide instruction and academic support services, to those children, including positive behavioral interventions and supports, multi-tier system of supports, and use of accommodations;
 - xiii. Include instruction in the use of data and assessments to inform and instruct classroom practice;
 - xiv. Include instruction in ways that teachers, principals, pupil services personnel, and school administrators may work more effectively with parents and families;
 - xv. Involve the forming of partnerships with institutions of higher education to establish school-based teacher training programs that provide prospective teachers and beginning teachers with an opportunity to work under the guidance of experienced teachers and college faculty;
 - xvi. Create programs to enable paraprofessionals (assisting teachers employed by an LEA receiving assistance under Title I, Part A) to obtain the education necessary for those paraprofessionals to become certified and licensed teachers;
 - xvii. Provide follow-up training to teachers who have participated in activities described previously in this definition that are designed to ensure that the knowledge and skills learned by the teachers are implemented in the classroom; and
 - xviii. Where practicable, provide jointly for school staff and other early childhood education program providers, to address the transition to elementary school, including issues related to school readiness.
6. *Technology*: Modern information, computer and communication technology products, services, or tools, including, the Internet and other communications networks, computer devices and other computer and communications hardware, software applications, data systems, and other electronic content (including multimedia content) and data storage.
7. **Title I, Part D Programs [ESSA, P.L. 114-95, Section 1432]**
- (1) **Adult Correctional Institution.** — The term “adult correctional institution” means a facility in which persons (including persons under 21 years of age) are confined, as a result of a conviction for a criminal offense.
 - (2) **At-Risk.**—The term “at-risk”, when used with respect to a child, youth, or student, means a school aged individual who is at-risk of academic failure, dependency adjudication, or delinquency adjudication, has a drug or alcohol problem, is pregnant or is a parent, has come into contact with the juvenile justice system or child welfare system in the past, is at least 1 year behind the expected grade level for the age of the individual, is an English learner, is a gang member, has dropped out of school in the past, or has a high absenteeism rate at school.
 - (3) **Community Day Program.** —The term “community day program” means a regular program of

Texas Education Agency
Every Student Succeeds Act (ESSA) Provisions and Assurances

instruction provided by a State agency at a community day school operated specifically for neglected or delinquent children and youth.

(4) **Institution for Neglected or Delinquent Children And Youth.** —The term “institution for neglected or delinquent children and youth” means—

(A) a public or private residential facility, other than a foster home, that is operated for the care of children who have been committed to the institution or voluntarily placed in the institution under applicable State law, due to abandonment, neglect, or death of their parents or guardians; or

(B) a public or private residential facility for the care of children who have been adjudicated to be delinquent or in need of supervision.

- W. *Well-Rounded Education:* Courses, activities and programming in subjects such as English, reading or language arts, writing, science, technology, engineering, mathematics, foreign languages, civics and government, economics, arts, history, geography, computer science, music, career and technical education, health, physical education, and any other subject, as determined by the State or local educational agency, with the purpose of providing all students access to an enriched curriculum and educational experience.
- V. **TEA State ESSA Plan:** The LEA agrees to adopt any performance goals or indicators or programmatic indicators submitted in the Texas Consolidated State Application for Funds Under the Every Student Succeeds Act.
- W. **Transfer of School Disciplinary Records:** The LEA assures it has a procedure in place to transfer disciplinary records, with respect to a suspension or expulsion, to any private or public elementary school or secondary school for any student who is enrolled or seeks, intends, or is instructed to enroll, on a full- or part-time basis, in the school. This requirement shall not apply to any disciplinary records with respect to a suspension or expulsion that are transferred from a private, parochial or other nonpublic school, person, institution, or other entity, that provides education below the college level (P.L. 114-95, Section 8537).

Revised 05/2018

By certifying and submitting the eGrants application, the applicant agrees, as a matter of legal contract, to accept and comply with all requirements described on this schedule.

**Texas Education Agency
Lobbying Certification**

Required for all federal grants greater than \$100,000.

Submission of this certification covers all federal programs in this application, is required by the US Department of Education and Section 1352, Title 31, of the United States Code, and is a prerequisite for making or entering into a subaward over \$100,000 with any organization.

The applicant by signing or certifying and submitting this application, states to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
2. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form—LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The applicant shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants when allowed by statute, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact on which the US Department of Education and the Texas Education Agency relied when they made or entered into this grant or contract. Any organization that fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Revised 5/28/2015

By signing Schedule #1—General Information of the paper application or by certifying and submitting the eGrants application, the applicant indicates acceptance of and compliance with all requirements described herein.

Texas Education Agency
Every Student Succeeds Act (ESSA) Provisions and Assurances

The following special provisions apply to all programs funded under Public Law 114-95, Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA) that replaced its predecessor, the No Child Left Behind (NCLB) Act of 2001. By certifying and submitting the eGrants application, the applicant is assuring it is in compliance with the following provisions:

- A. Each such program will be administered in accordance with all applicable statutes, regulations, program plans, and applications.
- B. The control of funds provided under each such program and title to property acquired with program funds will be in a public agency or in a nonprofit private agency, institution, organization, or Indian tribe, if the law authorizing the program provides for assistance to such entities.
- C. The public agency, nonprofit private agency, institution, organization, or Indian tribe will administer such funds and property to the extent required by the authorizing statutes.
- D. The applicant will adopt and use proper methods of administering each such program, including the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program and the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation.
- E. The applicant will cooperate in carrying out any evaluation of each such program conducted by or for the Texas Education Agency (TEA), the US Secretary of Education, or other federal officials.
- F. The applicant will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, federal funds paid to such applicant under each such program.
- G. The applicant will submit such reports to TEA (which shall make the reports available to the governor) and the US Secretary of Education, as TEA and the US Secretary of Education may require to enable TEA and the US Secretary of Education to perform their duties under each such program.
- H. The applicant will maintain such records, provide such information, and afford access to the records as the Agency (after consultation with the governor) or the Secretary may find necessary to carry out the Agency's or the Secretary's duties.
- I. Before the application was submitted, the applicant afforded a reasonable opportunity for public comment on the application and has considered such comment.
- J. **Gun-Free Schools Act:** The local educational agency assures that it is in compliance with Section 37.007(e) of the Texas Education Code, which requires expulsion of a student who brings to school or possesses at school a firearm as defined by 18 United States Code (USC) Section 2891 (pursuant to the requirements in P.L. 114-95, Section 8561[b][1]). In addition, the local educational agency certifies that it has a policy requiring referral to the criminal justice or juvenile delinquency system of any student who brings a firearm or weapon to school (P.L. 114-95, Section 8561[h][1]).
- K. **Student Records Transfer:** The local educational agency shall ensure that a student's records and, if applicable, a student's individualized education program as defined in Section 602(11) of the Individuals with Disabilities Education Act, are transferred to a charter school upon the transfer of the student to the charter school, and to another public school upon the transfer of the student from a charter school to another public school, in accordance with applicable state law (P.L. 114-95, Section 4308).
- L. **Consolidation of Administrative Funds:** A local educational agency, with the approval of TEA, may consolidate and use for the administration of one or more programs under the Every Student Succeeds Act not more than the percentage, established in each program, of the total available for the local educational agency under those programs. A local educational agency that consolidates administrative funds shall not use any other funds under the programs included in the consolidation for administration for that fiscal year. Consolidated administrative funds shall be used for the administration of the programs covered and may be used for coordination of these programs with other federal and non-federal programs and for dissemination of information regarding model programs and practices.
- M. **Privacy of Assessment Results:** Any results from an individual assessment referred to in the Every Student Succeeds Act of a student that become part of the education records of the student shall have the protections provided in Section 444 of the General Education Provisions Act (P.L. 114-95, Section 8523 and the Family Educational Rights and Privacy Act [FERPA] of 1975, as amended).
- N. **School Prayer:** The local educational agency certifies that it is in compliance with Section 25.901 of the Texas Education Code. In addition, as a condition of receiving funds under the Every Student Succeeds Act, the local educational agency certifies that no policy of the local educational agency prevents, or otherwise denies

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participation in, constitutionally protected prayer in public elementary schools and secondary schools, as detailed

in the guidance provided by the US Secretary of Education pertaining to such. The state educational agency shall report to the Secretary of Education each year a list of those local educational agencies that have not filed this assurance or against which complaints have been made to the state educational agency that the local educational agencies are not in compliance with this requirement (P.L. 114-95, Section 8524[b]).

- O. **Equal Access to Public School Facilities—Boy Scouts of America Equal Access Act:** No public elementary school, public secondary school, or local educational agency that has a designated open forum or a limited public forum and that receives funds made available from the US Department of Education shall deny equal access or a fair opportunity to meet, or shall discriminate against, any group officially affiliated with the Boy Scouts of America, or any other youth group listed in Title 36 of the United States Code (as a patriotic society) that wishes to conduct a meeting within that designated open forum or limited public forum, including denying such access or opportunity or discriminating for reasons based on the membership or leadership criteria or oath of allegiance to God and country of the Boy Scouts of America or of the youth group listed in Title 36 of the United States Code (as a patriotic society). For the purposes of this section, an elementary school or secondary school has a limited public forum whenever the school involved grants an offering to, or opportunity for, one or more outside youth or community groups to meet on school premises or in school facilities before or after the hours during which attendance at the school is compulsory. Nothing in this section shall be construed to require any school, agency, or a school served by an agency to sponsor any group officially affiliated with the Boy Scouts of America, or any other youth group listed in Title 36 of the United States Code (as a patriotic society). Compliance with this provision will be enforced through rules and orders issued by the Office for Civil Rights. If the public school or agency does not comply with the rules or orders, no funds made available through the Department of Education shall be provided by a school that fails to comply with such rules or orders or to any agency or school served by an agency that fails to comply with such rules or orders (P.L. 114-95, Section 8525).
- P. **General Prohibitions:** None of the funds authorized under the Every Student Succeeds Act shall be used to develop or distribute materials, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual; to distribute or to aid in the distribution by any organization of legally obscene materials to minors on school grounds; to provide sex education or HIV-prevention education in schools unless that instruction is age appropriate and includes the health benefits of abstinence; or to operate a program of contraceptive distribution in schools (P.L. 114-95, Section 8526).
- Q. **Armed Forces Recruiter Access to Students and Student Recruiting Information:** In accordance with guidance issued by the US Department of Education, each local educational agency receiving assistance under the Every Student Succeeds Act shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school student names, address, and telephone listings, upon prior written consent of a student or the parent of a student. A secondary school student or the parent of the student may request that the student's name, address, and telephone listing not be released without prior written parental consent, and the local educational agency or private nonprofit school shall notify parents of the option to make a request and shall comply with any request. Each local educational agency receiving assistance under the Every Student Succeeds Act shall provide military recruiters the same access to secondary school students as is provided generally to post-secondary educational institutions or to prospective employers of those students (P.L. 114-95, Section 8528).
- R. **Unsafe School Choice Option:** The local educational agency certifies that it shall establish and implement a policy requiring that a student attending a persistently dangerous public elementary school or secondary school, as determined by TEA, or who becomes a victim of a violent criminal offense, while in or on the grounds of a public elementary or secondary school that the student attends, be allowed to attend a safe public elementary or secondary school within the local educational agency, including a public charter school (P.L. 114-95, Section 8532).
- S. **Civil Rights:** Nothing in the Every Student Succeeds Act shall be construed to permit discrimination on the basis of race, color, religion, sex (except as otherwise permitted under Title IX of the Education Amendments of 1972), national origin, or disability in any program funded under the Every Student Succeeds Act (P.L. 114-95, Section 8534).
- T. **Assurances related to the education of homeless children and youth:**
1. The LEA assures that each child of a homeless individual and each homeless youth shall have equal access to the same free, appropriate public education, including a public preschool education, as provided to other children and youth.
 2. The LEA assures that homeless children and youth are afforded the same free, appropriate

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public education as provided to other children and youth.

3. The LEA assures that it will review and undertake steps to revise any laws, regulations, practices, or policies that may act as a barrier to the enrollment, attendance, or success in school of homeless children and youth.
4. The LEA assures that it will not separate students from the mainstream school environment on the basis of homelessness alone.
5. The LEA assures that homeless children and youth have access to the education and other services that they need in order to meet the same challenging state student academic achievement standards to which all students are held.

U. Assurances related to Title I, Part D, Subpart 1 programs:

1. State Agency (SA) assures in making services available to children and youth in adult correctional institutions, priority will be given to children and youth who are likely to complete incarceration within a 2-year period;
2. SA assures it will assist in locating alternative programs through which students can continue their education if the students are not returning to school after leaving the correctional facility or institution for neglected or delinquent children and youth;
3. SA assures it will work with parents to secure parents' assistance in improving the educational achievement of their children and youth, and preventing their children's and youth's further involvement in delinquent activities;
4. SA assures it will work with children and youth with disabilities in order to meet an existing individualized education program and an assures that it will notify the child's or youth's local school if the child or youth—
 - i. is identified as in need of special education services while the child or youth is in the correctional facility or institution for neglected or delinquent children and youth; and
 - ii. intends to return to the local school;
5. SA assures it will work with children and youth who dropped out of school before entering the correctional facility or institution for neglected or delinquent children and youth to encourage the children and youth to reenter school and attain a regular high school diploma once the term of the incarceration is completed or provide the child or youth with the skills necessary to gain employment, continue the education of the child or youth, or attain a regular high school diploma or high school equivalency certificate if the child or youth does not intend to return to school
6. SA assures that certified or licensed teachers and other qualified staff are trained to work with children and youth with disabilities and other students with special needs;
7. SA assures coordination with programs operated by Juvenile Justice and Delinquency Prevention Act of 1974

V. Assurances related to LEAs providing equitable services to eligible Private Nonprofit (PNP) schools:

W. Definitions: The following terms shall be defined as follows for programs authorized and carried out under the Every Student Succeeds Act:

1. **Charter School:** An open-enrollment charter school receiving federal funds of any type must meet the federal definition of a charter school as provided in P.L. 114-95, Section 4310(2). The term *charter school* means a school that:
 - a. Is created by a developer as a public school, or is adapted by a developer from an existing public school, and is **operated under public supervision and control**
 - b. Operates in pursuit of a specific set of educational objectives determined by the school's developer and agreed to by the authorized public chartering agency (i.e., the State Board of Education [SBOE])
 - c. Provides a program of elementary or secondary education, or both
 - d. Is **nonsectarian in its programs, admissions policies, employment practices, and all**

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- other operations, and is not affiliated with a sectarian school or religious instruction
- e. **Does not charge tuition**
 - f. **Complies with the Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Part B of the Individuals with Disabilities Education Act**
 - g. Is a school to which parents choose to send their children, and that
 - i. **admits students on the basis of a lottery, if more students apply for admission than can be accommodated**
 - ii. **in the case of a school that has an affiliated charter school (such as a school that is part of the same network of schools), automatically enrolls students who are enrolled in the immediate prior grade level of the affiliated charter school and, for any additional student openings or student openings created through regular attrition in student enrollment in the affiliated charter school and the enrolling school, admits students on the basis of a lottery as described in clause (i)**
 - h. **Agrees to comply with the same federal and state audit requirements** as other elementary schools and secondary schools in the state, unless such requirements are specifically waived for the purpose of this program
 - i. **Meets all applicable federal, state, and local health and safety requirements**
 - j. Operates in accordance with state law
 - k. Has a written performance contract with the authorized public chartering agency in the state (i.e., SBOE) that includes a description of how student performance will be measured pursuant to state assessments that are required of other schools and pursuant to any other assessments mutually agreeable to the SBOE
2. *Community-Based Organization:* A public or private nonprofit organization of demonstrated effectiveness that is representative of a community or significant segment of a community and that provides educational or related services to individuals in the community
 3. *Highly Qualified:* This only applies to paraprofessionals.
 4. *Parental Involvement:* The participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring:
 - a. That parents play an integral role in assisting their child's learning
 - b. That parents are encouraged to be actively involved in their child's education at school
 - c. That parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child
 - d. The carrying out of other activities, such as those described in Section 1116 of P.L. 114-95.
 5. *Professional Development:* Includes activities that: (P.L. 114-95, Section 8101(42))
 - A. Are an integral part of school and local educational agency strategies for providing educators (including teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, and, as applicable, early childhood educators) with the knowledge and skills necessary to enable students to succeed in a well-rounded education and to meet the challenging State academic standards: and
 - B. Are sustained (not stand-alone, 1-day, or short term workshops), intensive, collaborative, job-embedded, data-driven, and classroom-focused, and may include activities that –
 - i. Improve and increase teachers' –
 - I. knowledge of the academic subjects the teachers teach;
 - II. understanding of how students learn; and
 - III. ability to analyze student work and achievement from multiple sources, including how to adjust instructional strategies, assessments, and materials based on such analysis;
 - ii. Are an integral part of broad schoolwide and districtwide educational improvement plans;
 - iii. Allow personalized plans for each educator to address the educator's specific needs identified in observation or other feedback;
 - iv. Improve classroom management skills;
 - v. Support the recruiting, hiring, and training of effective teachers, including teachers who became certified through state and local alternative routes to certification;

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- vi. Advance teacher understanding of effective instructional strategies that are;
 - I. Effective instructional strategies that are evidence-based; and
 - II. Strategies for improving student academic achievement or substantially increasing the knowledge and teaching skills of teachers;
 - vii. Are aligned with and directly related to academic goals of the school or local educational agency;
 - viii. Are developed with extensive participation of teachers, principals, other school leaders, parents, representatives of Indian tribes (as applicable) and administrators of schools to be served under this Act;
 - ix. Are designed to give teachers of English learners, and other teachers and instructional staff, the knowledge and skills to provide instruction and appropriate language and academic support services to those children, including the appropriate use of curricula and assessments;
 - x. To the extent appropriate, provide training for teachers, principals and other school leaders in the use of technology so that technology and technology applications are effectively used in the classroom to improve teaching and learning in the curricula and academic subjects in which the teachers teach;
 - xi. As a whole, are regularly evaluated for their impact on increased teacher effectiveness and improved student academic achievement with the findings of the evaluations used to improve the quality of professional development;
 - xii. Are designed to give teachers of children with disabilities or children with developmental delays, and other teachers and instructional staff, the knowledge and skills to provide instruction and academic support services, to those children, including positive behavioral interventions and supports, multi-tier system of supports, and use of accommodations;
 - xiii. Include instruction in the use of data and assessments to inform and instruct classroom practice;
 - xiv. Include instruction in ways that teachers, principals, pupil services personnel, and school administrators may work more effectively with parents and families;
 - xv. Involve the forming of partnerships with institutions of higher education to establish school-based teacher training programs that provide prospective teachers and beginning teachers with an opportunity to work under the guidance of experienced teachers and college faculty;
 - xvi. Create programs to enable paraprofessionals (assisting teachers employed by an LEA receiving assistance under Title I, Part A) to obtain the education necessary for those paraprofessionals to become certified and licensed teachers;
 - xvii. Provide follow-up training to teachers who have participated in activities described previously in this definition that are designed to ensure that the knowledge and skills learned by the teachers are implemented in the classroom; and
 - xviii. Where practicable, provide jointly for school staff and other early childhood education program providers, to address the transition to elementary school, including issues related to school readiness.
6. *Technology*: Modern information, computer and communication technology products, services, or tools, including, the Internet and other communications networks, computer devices and other computer and communications hardware, software applications, data systems, and other electronic content (including multimedia content) and data storage.
7. **Title I, Part D Programs [ESSA, P.L. 114-95, Section 1432]**
- (1) **Adult Correctional Institution.** — The term “adult correctional institution” means a facility in which persons (including persons under 21 years of age) are confined, as a result of a conviction for a criminal offense.
 - (2) **At-Risk.**—The term “at-risk”, when used with respect to a child, youth, or student, means a school aged individual who is at-risk of academic failure, dependency adjudication, or delinquency adjudication, has a drug or alcohol problem, is pregnant or is a parent, has come into contact with the juvenile justice system or child welfare system in the past, is at least 1 year behind the expected grade level for the age of the individual, is an English learner, is a gang member, has dropped out of school in the past, or has a high absenteeism rate at school.
 - (3) **Community Day Program.** —The term “community day program” means a regular program of

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instruction provided by a State agency at a community day school operated specifically for neglected or delinquent children and youth.

(4) **Institution for Neglected or Delinquent Children And Youth.** —The term “institution for neglected or delinquent children and youth” means—

(A) a public or private residential facility, other than a foster home, that is operated for the care of children who have been committed to the institution or voluntarily placed in the institution under applicable State law, due to abandonment, neglect, or death of their parents or guardians; or

(B) a public or private residential facility for the care of children who have been adjudicated to be delinquent or in need of supervision.

- W. *Well-Rounded Education:* Courses, activities and programming in subjects such as English, reading or language arts, writing, science, technology, engineering, mathematics, foreign languages, civics and government, economics, arts, history, geography, computer science, music, career and technical education, health, physical education, and any other subject, as determined by the State or local educational agency, with the purpose of providing all students access to an enriched curriculum and educational experience.
- V. **TEA State ESSA Plan:** The LEA agrees to adopt any performance goals or indicators or programmatic indicators submitted in the Texas Consolidated State Application for Funds Under the Every Student Succeeds Act.
- W. **Transfer of School Disciplinary Records:** The LEA assures it has a procedure in place to transfer disciplinary records, with respect to a suspension or expulsion, to any private or public elementary school or secondary school for any student who is enrolled or seeks, intends, or is instructed to enroll, on a full- or part-time basis, in the school. This requirement shall not apply to any disciplinary records with respect to a suspension or expulsion that are transferred from a private, parochial or other nonpublic school, person, institution, or other entity, that provides education below the college level (P.L. 114-95, Section 8537).

Revised 05/2018

By certifying and submitting the eGrants application, the applicant agrees, as a matter of legal contract, to accept and comply with all requirements described on this schedule.

Texas Education Agency
Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—
Lower-Tier Covered Transactions

"Non-federal entities and contractors are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities." (2 CFR 200.212)

This certification is required by US Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, for all lower-tier transactions meeting the threshold and tier requirements. (2 CFR 3485.220)

Terms defined: As used in these Provisions and Assurances

- *Nonprocurement Transaction:* A transaction under federal non-procurement programs, which can be either a primary covered transaction or a lower-tier covered transaction. (2 CFR 180.970)
 - *Lower-Tier Covered Transaction:* (1) Any transaction between a participant and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction; (2) any procurement contract for goods or services between a participant and a person, regardless of type, expected to equal or exceed \$25,000; (3) any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount
 - *Participant:* Any person who submits a proposal for or who enters into a covered transaction, including an agent or representative of a participant. (2 CFR 180.980)
 - *Principal:* An officer, director, owner, partner, principal investigator, or other person within a participant with management or supervisory responsibilities related to a covered transaction; or a consultant or other person, whether or not employed by the participant or paid with federal funds, who (1) is in a position to handle federal funds; (2) is in a position to influence or control the use of those funds; or (3) occupies a technical or professional position capable of substantially influencing the development or outcome of an activity required to perform the covered transaction. (2 CFR 180.995)
 - *System for Award Management (SAM) Exclusions:* The list maintained and disseminated by the General Services Administration (GSA) containing names and other information about persons who are ineligible. (2 CFR 180.945)
 - *Debarment:* Action taken by a debarring official to exclude a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1). A person so excluded is debarred. (2 CFR 180.925)
 - *Suspension:* Action taken by a suspending official that immediately prohibits a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1) for a temporary period, pending completion of an agency investigation and any judicial or administrative proceedings that may ensue. A person so excluded is suspended. (2 CFR 180.1015)
 - *Ineligible or Ineligibility:* A person or commodity is prohibited from covered transactions because of an exclusion or disqualification. (2 CFR 180.960)
 - *Person:* Any individual, corporation, partnership, association, unit of government, or legal entity, however organized. (2 CFR 180.985)
 - *Proposal:* A solicited or unsolicited bid, application, request, invitation to consider, or similar communication by or on behalf of a person seeking to participate or to receive a benefit, directly or indirectly, in or under a covered transaction
 - *Voluntary Exclusion:* A person's agreement to be excluded under the terms of a settlement between the person and one or more agencies. Voluntary exclusion must have governmentwide effect. (2 CFR 180.1020)
 - *Voluntarily Excluded:* The status of a person who has agreed to a voluntary exclusion. (2 CFR 180.1020)
1. By signing or certifying and submitting this application, the prospective lower-tier participant is providing the certification set out below.
 2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Texas Education Agency
Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—
Lower-Tier Covered Transactions

3. The prospective lower-tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction, debarred, suspended, ineligible, lower-tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower-tier participant agrees by signing or certifying and submitting this application that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower-tier participant further agrees by signing or certifying and submitting this application that it will include the clause titled *Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower-Tier Covered Transactions*, without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to, check the non-procurement list.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower-Tier Covered Transactions

1. The prospective lower-tier participant certifies, by signing or certifying and submitting this application, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Revised 02/19/2019

By signing Schedule #1—General Information of the paper application or by certifying and submitting the eGrants application, the applicant indicates acceptance of and compliance with all requirements described herein.

**Texas Education Agency
General Provisions and Assurances**

Statement of provisions and assurances for the program(s) in this Application:

A. **Terms defined:** As used in these Provisions and Assurances,

1. *Subaward:* An award provided by a pass-through entity to a Subrecipient for the Subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A Subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract (2 CFR 200.92)
2. *Agency or TEA:* The Texas Education Agency
3. *Subrecipient:* A non-Federal entity that receives a Subaward from a pass-through entity to carry out part of a Federal program; but does not include an individual that is a beneficiary of such program. A Subrecipient may also be a recipient of other Federal awards directly from a Federal awarding Agency (2 CFR 200.93)
4. *Program Manager:* The person representing the Agency or the Subrecipient, as indicated by the Subaward, for the purposes of administering the Subaward Project
5. *Subaward Project:* The purpose intended to be achieved through the Subaward of which these provisions and assurances are a part
6. *Applicant:* The same as Subrecipient
7. *SAS:* The Standard Application System of which the Application document is a part
8. *Application:* The entire package submitted by the Applicant, including the required schedules contained in the Application.
9. *Amendment:* An Application that is revised in budget categories and/or in program activities. The original Application and any previous Amendments are incorporated by reference.
10. *Works:* All tangible or intangible material, products, ideas, documents, or Works of authorship prepared or created by the Subrecipient for or on behalf of TEA at any time after the beginning date of the Subaward (Works includes but is not limited to computer software, data, information, images, illustrations, designs, graphics, drawings, educational materials, assessment forms, testing materials, logos, trademarks, patentable materials, etc.)
11. *Intellectual Property Rights:* The worldwide intangible legal rights or interests evidenced by or embodied in: (a) any idea, design, concept, method, process, technique, apparatus, invention, discovery, or improvement, including any patents, trade secrets, and know-how; (b) any work of authorship, including any copyrights, moral rights, or neighboring rights; (c) any trademark, service mark, trade dress, trade name, or other indicia of source or origin; (d) domain name registrations; and (e) any other similar rights. The Intellectual Property Rights of a party include all worldwide intangible legal rights or interests that the party may have acquired by assignment or license with the right to Grant sublicenses.
12. *Grant:* The same as Subaward
13. *Grantee:* The same as Subrecipient
14. *Grantor:* The same as Agency
15. *DCC:* The Document Control Center of the Agency
16. *Capital Assets:* Tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with Generally Accepted Accounting Principles (GAAP). Capital Assets include: (a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or

**Texas Education Agency
General Provisions and Assurances**

through capital leases; and (b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to Capital Assets that materially increase their value or useful life (not ordinary repairs and maintenance).(2 CFR 200.12). If the Subrecipient purchases Capital Assets (furniture and/or equipment) with Subaward funds to accomplish the objective(s) of the project, title will remain with the Subrecipient for the period of the Subaward. The Agency reserves the right to transfer Capital Assets for Subrecipient noncompliance during the Subaward period or as needed after the ending date of the Subaward. This provision applies to any and all furniture and/or equipment regardless of unit price and how the item is classified in the Subrecipient's accounting record.

17. *Capital Expenditures*: Expenditures to acquire Capital Assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to Capital Assets that materially increase their value or useful life. (2 CFR 200.13)

18. *Protected Personally Identifiable Information (PII)*: An individual's first name or first initial and last name in combination with any one or more of types of information, including, but not limited to, social security number, passport number, credit card numbers, clearances, bank numbers, biometrics, date and place of birth, mother's maiden name, criminal, medical and financial records, educational transcripts. This does not include PII that is required by law to be disclosed (2 CFR 200.82)

- B. **Contingency**: The agreement represented by this Subaward is executed by the Agency subject to the availability of funds appropriated by legislative act for the purposes stated. All Amendments and/or extensions or subsequent Subaward agreements entered into for the same or continued purposes are executed contingent upon the availability of appropriated funds. Notwithstanding any other provision in this Subaward agreement or any other document, this Subaward agreement is void upon appropriated funds becoming unavailable. In addition, this Subaward agreement may be terminated by the Agency at any time for any reason upon notice to the Subrecipient. Expenditures and/or activities for which the Subrecipient may claim reimbursement shall not be accrued or claimed subsequent to receipt of such notice from the Agency. This Subaward agreement may be extended or otherwise amended only by formal written Amendment properly executed by both the Agency and the Subrecipient. No other agreement, written or oral, purporting to alter or amend this Subaward shall be valid.
- C. **Subrecipient's Application**: Furnished to the Agency in response to a request for Application, is incorporated in this Subaward by reference for all necessary purposes. It is specifically provided; however, that the provisions of this Subaward shall prevail in all cases of conflict arising from the terms of the Subrecipient's Application whether such Application is a written part of this Subaward or is attached as a separate document.
- D. **Requirements, Terms, Conditions, and Assurances**: Stated in the Request for Application, in response to which the Applicant is submitting this Application, and are incorporated herein by reference for all purposes. The instructions to the Standard Application System, as well as the General and Fiscal Guidelines and Program Guidelines, are incorporated herein by reference.
- E. **Signature Authority; Final Expression; Superseding Document**: The Applicant certifies that the person signing or certifying and submitting this Application has been properly delegated this authority. The Subaward represents the final and complete expression of the terms of agreement between the parties. The Subaward supersedes any previous understandings or negotiations between the parties. Any representations, oral statements, promises, or warranties that differ from the Subaward shall have no force or effect. The Subaward may be modified, amended, or extended only by formal written Amendment properly executed by both TEA and the Subrecipient.
- F. **State of Texas Laws**: In the conduct of the Subaward Project, the Subrecipient shall be subject to Texas State Board of Education and Commissioner rules pertaining to this Subaward and the Subaward Project

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and to the laws of the State of Texas governing this Subaward and the Subaward Project. This Subaward constitutes the entire agreement between the Agency and the Subrecipient for the accomplishment of the Subaward Project. This Subaward shall be interpreted according to the laws of the State of Texas except as may be otherwise provided for in this Subaward.

- G. **Monitoring:** Desk reviews, on-site monitoring reviews, arranging for agreed-upon-procedures engagements, and training and technical assistance on program-related matters may be conducted by the Agency to determine compliance with the approved Application and the applicable statute(s), law(s), regulations, and guidelines.
- TEA conducts federal fiscal Grant Subrecipient monitoring and compliance reviews, and implements related remedies for noncompliance, in accordance with its established policies and procedures. These policies and procedures incorporate best practices and standards that may be similar to common auditing standards, but the Agency does not apply a specific set of external standards, such as the US Government Accountability Office's Generally Accepted Government Auditing Standards (Yellow Book), nor is it required to do so.
- H. **Specific Conditions:** If TEA identifies, in its sole determination, a grantee as posing a level of risk identified by the agency's risk criteria, the grantee has a history of failure to comply with the terms and conditions of the grant award, the grantee fails to meet performance goals, or is not otherwise responsible then TEA may impose additional specific award conditions on any grant award. (2 CFR 200.207).
- Specific conditions may include 1) requiring payments as reimbursements rather than advance payments, 2) withholding authority to proceed to the next phase until receipt of evidence of acceptable performance within a given performance period, 3) requiring additional, more detailed, financial reports, 4) requiring additional project monitoring, 5) requiring technical or management assistance, or 6) establishing additional prior approvals.
- TEA may, in appropriate circumstances, designate the specific conditions established under 2 CFR 200.207 as "high-risk conditions" and designate a non-federal entity subject to specific conditions established under 200.207 as a high-risk Grantee. (2 CFR 3474.10)
- I. **Notification of Specific Conditions:** Upon placing a specific condition or high-risk Grantee identification, TEA must notify the Grantee of 1) the nature of the additional requirements, 2) the reason for the additional requirements, 3) the action needed to remove the additional requirement, if applicable, 4) the timeline for completing the additional requirements, and 5) the method for requesting reconsideration of the additional requirements being imposed. Any specific conditions must be promptly removed once the deficiency has been corrected. (2 CFR 200.207)
- J. **Remedies for Noncompliance:** If TEA determines that noncompliance cannot be corrected by imposing the specific conditions, TEA may take one or more of the following remedies for noncompliance actions, as appropriate in the circumstances. 1) temporarily withhold cash payments pending correction of the deficiency, 2) disallow all or part of an activity or action not in compliance, 3) wholly or partly suspend or terminate the grant award, 4) initiate suspension or disbarment proceedings under 2 CFR 180, 5) withhold further grant awards for the project, or 6) take other remedies that may be legally available. (2 CFR 200.338)
- K. **Notification of Remedies for Noncompliance and Opportunity for Hearing:** Upon taking any remedy for non-compliance, TEA must provide the Subrecipient an opportunity to object and provide information and documentation challenging the suspension or termination action. (2 CFR 200.341)
- L. **Subaward Cancellation, etc.:** If this Subaward is canceled, terminated, or suspended by the Agency prior to its expiration date, the reasonable monetary value of services properly performed by the Subrecipient pursuant to this Subaward prior to such cancellation, termination, or suspension shall be determined by the Agency and paid to the Subrecipient as soon as reasonably possible.
- M. **Indemnification:** The Subrecipient, to the extent permitted by law, shall hold the Agency harmless from

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and shall indemnify the Agency against any and all claims, demands, and causes of action of whatever kind or nature asserted by any third party and occurring or in any way incident to, arising from, or in connection with, any acts of the Subrecipient, its agents, employees, and subcontractors, done in the conduct of the Subaward Project.

- N. **Encumbrances/Obligations and Liquidations:** All encumbrances/obligations shall occur on or between the beginning and ending dates of the Subaward unless pre-award costs are expressly permitted for the individual Grant program. In general, goods or services delivered near the end of the Grant period may be viewed by TEA as not necessary to accomplish the objectives of the current Grant program; however, TEA will evaluate such expenditures on a case-by-case basis. A TEA monitor or an auditor may disallow those expenditures if the Grantee is unable to (1) document the need for the expenditures, (2) demonstrate that program beneficiaries receive benefit from the late expenditures, or (3) negate the appearance of "stockpiling" supplies or equipment. The Subrecipient must receive the benefit and liquidate (record as an expenditure) all obligations incurred under the Subaward no later than the revised final expenditure report due date. An encumbrance cannot be considered an expenditure or accounts payable until the goods have been received and the services have been rendered. Obligations that are liquidated and recognized as expenditures must meet the allowable cost principles in 2 CFR Part 200 of EDGAR (as applicable) and program rules, regulations, and guidelines contained elsewhere. This provision applies to all Grant programs, including state and federal, discretionary and formula.
- O. **Financial Management and Accounting:** The Subrecipient assures it will maintain a financial management system that provides for the following: (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, name of the Federal Agency, and name of the pass-through entity, if any. (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements set forth in 2 CFR 200.327 Financial reporting and 200.328 Monitoring and reporting program performance. If a Federal awarding Agency requires reporting on an accrual basis from a recipient that maintains its records on other than an accrual basis, the recipient must not be required to establish an accrual accounting system. This recipient may develop accrual data for its reports on the basis of an analysis of the documentation on hand. Similarly, a pass-through entity must not require a Subrecipient to establish an accrual accounting system and must allow the Subrecipient to develop accrual data for its reports on the basis of an analysis of the documentation on hand. (3) Records that identify adequately the source and Application of funds for federally- funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation. (4) Effective control over, and accountability for, all funds, property, and other assets. The non- Federal entity must adequately safeguard all assets and assure that they are used solely for authorized purposes. See 2 CFR §200.303 Internal controls. (5) Comparison of expenditures with budget amounts for each Federal award. (6) Written procedures to implement the requirements of 2 CFR 200.305 Payment. (7) Written procedures for determining the allowability of costs in accordance with Subpart E—Cost Principles of this part and the terms and conditions of the Federal award. (2 CFR 200.302(b)(7)).

Public school districts, open-enrollment charter schools, and regional education service centers in Texas must comply with the accounting requirements in the Financial Accounting and Reporting (FAR) module of the *Financial Accountability System Resource Guide*, Texas Education Agency.

- P. **Expenditure Reports:** The Subrecipient shall submit expenditure reports in the time and manner requested by the Agency and in accordance with the critical events calendar for the Grant accessible from the TEA Grant Opportunities page which is incorporated by reference.
- Q. **Refunds Due to TEA:** If the Agency, or Subrecipient, determines that the Agency is due a refund of money paid to the Subrecipient pursuant to this Subaward, the Subrecipient shall pay the money due to the Agency within 30 days of the Subrecipient's receipt of written notice that such money is due to the

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Agency. If the Subrecipient fails to make timely payment, the Agency may obtain such money from the Subrecipient by any means permitted by law, including but not limited to offset, counterclaim, cancellation, termination, suspension, total withholding, and/or disapproval of all or any subsequent Applications for said funds.

- R. **Records Retention:** Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of five years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding Agency or pass-through entity in the case of a Subrecipient (GEPA 81.31(c)). The Subrecipient understands that acceptance of funds under this Subaward acts as acceptance of the authority of the State Auditor's office, or any successor Agency, to conduct an audit or investigation in connection with those funds. The Subrecipient further agrees to cooperate fully with the State Auditor's Office or its successor in the conduct of the audit or investigation, including providing all records requested. The Subrecipient will ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through the Subrecipient and the requirements to cooperate is included in any subcontract it awards.
- S. **Time and Effort Recordkeeping:** For those personnel whose salaries are prorated between or among different funding sources or used as matching/cost sharing to a federal Grant, time and effort records will be maintained by Applicant that will confirm the services provided within each funding source. Applicant must adjust payroll records and expenditures based on this documentation. This requirement applies to all projects, regardless of funding source, unless otherwise specified. For federally funded projects, time and effort records must be in accordance with the requirements in 2 CFR 200.430(i) of EDGAR, as applicable.
- T. **Forms, Assurances, and Reports:** The Subrecipient shall in a timely manner make and file with the proper authorities all forms, assurances, and reports required by federal laws and regulations. The Agency shall be responsible for reporting to the proper authorities any failure by the Subrecipient to comply with the foregoing laws and regulations coming to the Agency's attention, and may deny payment or recover payments made by the Agency to the Subrecipient in the event of the Subrecipient's failure to comply.
- U. **Intellectual Property Ownership:** The Subrecipient agrees that all Works are, upon creation, Works made for hire and the sole property of TEA. If the Works are, under applicable law, not considered Works made for hire, the Subrecipient hereby assigns to TEA all worldwide ownership of all rights, including the Intellectual Property Rights, in the Works, without the necessity of any further consideration, and TEA can obtain and hold in its own name all such rights to the Works. The Subrecipient agrees to maintain written agreements with all officers, directors, employees, agents, representatives, and subcontractors engaged by the Subrecipient for the Subaward Project, Granting the Subrecipient rights sufficient to support the performance and Grant of rights to TEA by the Subrecipient. Copies of such agreements shall be provided to TEA promptly upon request.

The Subrecipient warrants that (i) it has the authority to Grant the rights herein Granted; (ii) it has not assigned or transferred any right, title, or interest to the Works or Intellectual Property Rights that would conflict with its obligations under the Subaward, and the Subrecipient will not enter into any such agreements; and (iii) the Works will be original and will not infringe any Intellectual Property Rights of any other person or entity. These warranties will survive the termination of the Subaward. If any preexisting rights are embodied in the Works, the Subrecipient Grants to TEA the irrevocable, perpetual, nonexclusive, worldwide, royalty-free right and license to (i) use, execute, reproduce, display, perform, distribute copies of, and prepare derivative Works based upon such preexisting rights and any derivative Works thereof; and (ii) authorize others to do any or all of the foregoing. The Subrecipient agrees to notify TEA on delivery of the Works if they include any such preexisting rights. On request, the Subrecipient will provide TEA with documentation indicating a third party's written approval for the Subrecipient to use any preexisting rights

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that may be embodied or reflected in the Works.

For School Districts, ESCs, Nonprofit, and For Profit Organizations: The foregoing Intellectual Property Ownership provisions apply to any school districts, ESCs, nonprofit organizations, and their employees, agents, representatives, consultants, and subcontractors. If a school district, ESC, or nonprofit organization or any of its subcontractor(s) wish to obtain a license agreement to use, advertise, offer for sale, sell, distribute, publicly display, publicly perform or reproduce the Works, or make derivative Works from the Works, then express written permission must first be obtained from the TEA Copyright Office.

For Colleges and Universities: The foregoing Intellectual Property Ownership provisions apply to any colleges and universities and their employees, agents, representatives, consultants, and subcontractors; provided, that for all Works and derivative Works created or conceived by colleges or universities under the Subaward, they are Granted a non-exclusive, non-transferable, royalty-free license to use the Works for their own academic and educational purposes only. The license for academic and educational purposes specifically excludes advertising, offering for sale, selling, distributing, publicly displaying, publicly performing, or reproducing the Works, or making derivative Works from the Works that are created or conceived under this Subaward; and colleges and universities and their employees, agents, representatives, consultants, and subcontractors are prohibited from engaging in these uses and activities with regard to the Works unless the prior express written permission of the TEA Copyright Office is obtained.

- V. **Unfair Business Practices:** By signing this Subaward, the Subrecipient, if other than a state Agency, certifies that the Subrecipient, within the preceding 12 months, has not been found guilty, in a judicial or state Agency administrative proceeding, of unfair business practices. The Subrecipient, if other than a state Agency, also certifies that no officer of its company has, within the preceding 12 months, served as an officer in another company which has been found, in a judicial or state Agency administrative proceeding, to be guilty of unfair business practices.
The Subrecipient, whether a state Agency or not a state Agency, certifies that no funds provided under this Subaward shall be used to purchase supplies, equipment, or services from any companies found to be guilty of unfair business practices within 12 months from the determination of guilt.
- W. **Subcontracting:** The Subrecipient shall not assign or subcontract any of its rights or responsibilities under this Subaward, except as may be otherwise provided for in this Application, without prior formal written approval Granted as an Amendment to this Subaward properly executed by both the Agency and the Subrecipient.
- X. **Use of Consultants:** Notwithstanding any other provision of this Application, Applicant shall not use or pay any consultant in the conduct of this Application if the services to be rendered by any such consultant can be provided by Applicant's employees.
- Y. **Disposition of Equipment and Supplies:** If Capital Expenditures are used to purchase Capital Assets, the Subrecipient must request disposition instructions from the Agency before disposing of the equipment and/or supplies. Disposition will be made in accordance with 2 CFR 200.313 and 200.314 as applicable.
- Z. **Agency Property (Terms):** In the event of loss, damage, or destruction of any property owned by or loaned by the Agency while in the custody or control of the Subrecipient, its employees, agents, consultants, or subcontractors, the Subrecipient shall indemnify the Agency and pay to the Agency the full value of or the full cost of repair or replacement of such property, whichever is the greater, within 30 days of the Subrecipient's receipt of written notice of the Agency's determination of the amount due. This provision applies whether the property is developed or purchased by the Subrecipient pursuant to this Subaward or is provided by the Agency to the Subrecipient for use in the Subaward Project. If the Subrecipient fails to make timely payment, the Agency may obtain such money from the Subrecipient by any means permitted by law, including but not limited to offset or counterclaim against any money otherwise due to the Subrecipient by the Agency.

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- AA. **Travel Costs:** Amounts authorized for maximum recovery for travel costs against any state or federal funding source are restricted to those amounts which are approved in the State of Texas appropriations bill in effect for the particular obligation. Any amount over this limit must come from local funding sources. Applicant must recover funds at a lesser rate if local policy amounts are less than the maximum allowed by the state. Out-of-state travel may not exceed the federal government rate for the locale. Reimbursement of travel costs is based on actual expenses. Travel allowances are unallowable.
- BB. **Funds for Religious Worship, Instruction:** No funds will be used to pay for religious worship, instruction, or proselytization, or for any equipment or supplies for such, or for any construction, remodeling, repair, operation, or maintenance of any facility or part of a facility to be used for religious worship, instruction, or proselytization (34 CFR 76.532)
- CC. **Disclosure of Gifts and Campaign Contributions:** The Grantee shall file disclosures of gifts and campaign contributions as required by State Board of Education Operating Rule 4.3, which is incorporated as if set out in full. The Grantee has a continuing obligation to make disclosures through the term of the Subaward. Failure to comply with State Board of Education Operating Rule 4.3 is grounds for canceling the Subaward agreement.
- DD. **Submission of Audit Reports to TEA:** Grantees agree to submit audit report(s) consistent with the requirements of 2 CFR Part 200, Subpart F of EDGAR, including the reporting package described in 200.512, to the Federal Audit Clearinghouse (FAC). Also by section 44.008 of the Texas Education Code (TEC), Grantees also agree to submit audit reports to TEA Financial Compliance Division in the time and manner requested by the Agency.
- Grantees that expend \$750,000 or more during the entity's fiscal year in Federal awards must have a single audit conducted in accordance with 200.501 Audit requirements, except when it elects to have a program-specific audit conducted in accordance with paragraph of that section. Grantees agree to submit a copy of such audits to TEA when the schedule of findings and questioned costs disclose audit findings relating to any federal awards provided by TEA. A copy of such audits shall also be submitted to TEA if the summary schedule of prior audit findings reported the status of any audit findings relating to any federal awards provided by TEA.
- EE. **Federal Rules, Laws, and Regulations That Apply to All Federal Programs:** The Subrecipient shall be subject to and shall abide by all federal laws, rules, and regulations pertaining to the Subaward Project, including but not limited to:
1. **Americans With Disabilities Act**, Public Law (P.L.) 101-336, 42 United States Code (USC) section 12101, and the regulations effectuating its provisions contained in 28 CFR Parts 35 and 36, 29 CFR Part 1630, and 47 CFR Parts 0 and 64.
 2. **Title VI of the Civil Rights Act of 1964**, as amended (prohibition of discrimination by race, color, or national origin), and the regulations effectuating its provisions contained in 34 CFR Part 100.
 3. **Title IX of the Education Amendments of 1972**, as amended (prohibition of sex discrimination in educational institutions) and the regulations effectuating its provisions contained in 34 CFR Part 106, if the Subrecipient is an educational institution.
 4. **Section 504 of the Rehabilitation Act of 1973**, as amended (nondiscrimination on the basis of handicapping condition), and the regulations effectuating its provisions contained in 34 CFR Parts 104 and 105.
 5. **Age Discrimination Act of 1975**, as amended (prohibition of discrimination on basis of age), and any regulations issued thereunder, including the provisions contained in 34 CFR Part 110.
 6. **Family Educational Rights and Privacy Act (FERPA) of 1975**, as amended (ensures access to educational records for students and parents while protecting the privacy of such records), and any regulations issued thereunder, including **Privacy Rights of Parents and Students** (34 CFR Part 99), if the Subrecipient is an educational institution (20 USC 1232g).

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7. Section 509 of H.R. 5233 as incorporated by reference in P.L. 99-500 and P.L. 99-591 **(prohibition against the use of federal Grant funds to influence legislation pending before Congress).**
8. **Pro-Children Act of 2001**, which states that no person shall permit smoking within any indoor facility owned or leased or contracted and utilized for the provision of routine or regular kindergarten, elementary, or secondary education or library services to children (ESSA, Title VIII, Part F, subpart 5). In addition, no person shall permit smoking within any indoor facility (or portion of such a facility) owned or leased or contracted and utilized for the provision of regular or routine health care or day care or early childhood development (Head Start) services (ESSA, Title VIII, Part F, subpart 5). Any failure to comply with a prohibition in this Act shall be considered to be a violation of this Act and any person subject to such prohibition who commits such violation may be liable to the United States for a civil penalty, as determined by the Secretary of Education (ESSA, Title VIII, Part F, subpart 5).
9. **Fair Labor Standards Act (29 USC 207), Davis Bacon Act (40 USC 276[a]), and Contract Work Hours and Safety Standards Act (40 USC 327 et seq.)**, as applicable, and their implementing regulations in 29 CFR 500-899; 29 CFR Parts 1, 3, 5, and 7; and 29 CFR Parts 5 and 1926, respectively.
10. P.L. 103-227, Title X, Miscellaneous Provisions of the GOALS 2000: Educate America Act; P.L. 103-382, Title XIV, General Provisions of the Elementary and Secondary Education Act, as amended; and General Education Provisions Act, as amended.
11. **Prohibition of Text Messaging and Emailing while Driving during Official Federal Grant Business:** Personnel funded from federal Grants and their subcontractors and Subgrantee are prohibited from text messaging while driving an organization-owned vehicle, or while driving their own privately owned vehicle during official Grant business, or from using organization-supplied electronic equipment to text message or email while driving. Recipients must comply with these conditions under Executive Order 13513, "Federal Leadership On Reducing Text Messaging While Driving," October 1, 2009 (pursuant to provisions attached to federal Grants funded by the US Department of Education).
12. **Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 USC 7104[g]):** In accordance with 2 CFR 175, this award may unilaterally be terminated, without penalty, if Subrecipient or an employee of Subrecipient violates any of the applicable prohibitions of this award term through conduct that is either associated with performance under this award or imputed to Subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 34 CFR 85.630. Subrecipient and Subrecipient's employees may not i) Engage in severe forms of trafficking in persons during the period of time that the award is in effect; ii) Procure a commercial sex act during the period of time the award is in effect; or iii) Use forced labor in the performance of the award or Subaward under the award. Subrecipient must inform the proper authorities and Agency immediately of any information it receives from any source alleging a violation of the applicable prohibitions of this award term. In addition to all other remedies for noncompliance that are available to the Agency under this award, Subrecipient must include the requirements of this provision in any Subaward made to a private entity.

FF. Federal Regulations Applicable to All Federal Programs:

A complete description of the federal regulations that apply to federal education grant awards may be found on USDE's EDGAR website at <http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>.

GG. General Education Provisions Act (GEPA), As Amended, Applicable to All Federal Programs Funded or Administered through or by the US Department of Education:

The general Application submitted by a local educational Agency shall set forth these assurances:

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1. **Applicability:** That the local educational Agency will administer each program covered by the Application in accordance with all applicable statutes, regulations, program plans, and Applications (20 USC 1232(e));
2. **Public Agency Control:** That the control of funds provided to the local educational Agency under each program, and title to property acquired with those funds, will be in a public Agency and that a public Agency will administer those funds and property (20 USC 1232(e));
3. **Sound Accounting:** That the local educational Agency will use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for, Federal funds paid to that Agency under each program (20 USC 1232(e));
4. **Access to Records:** That the local educational Agency will make reports to TEA and to the Secretary of Education as may reasonably be necessary to enable TEA and the Secretary to perform their duties and that the local educational Agency will maintain such records, including the records required under 20 USC 1232(f), Education Records, and provide access to those records, as TEA or the Secretary deem necessary to perform their duties (20 USC 1232(e));
5. **Participation in Planning:** That the local educational Agency will provide reasonable opportunities for the participation by teachers, parents, and other interested agencies, organizations, and individuals in the planning for and operation of each program (20 USC 1232(e));
6. **Availability of Information:** That any Application, evaluation, periodic program plan or report relating to each program will be made readily available to parents and other members of the general public (20 USC 1232(e));
7. **Construction:** That in the case of any project involving construction -
 - (A) the project is not inconsistent with overall State plans for the construction of school facilities, and
 - (B) in developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed by the Secretary under section 794 of title 29 in order to ensure that facilities constructed with the use of Federal funds are accessible to and usable by individuals with disabilities (20 USC 1232 (e));
8. **Sharing Information:** That the local educational Agency has adopted effective procedures for acquiring and disseminating to teachers and administrators participating in each program significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects (20 USC 1232(e)); and
9. **Direct Financial Benefit:** That none of the funds expended under any applicable program will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization (20 USC 1232(e)).
10. **Prohibition of Funds for Busing:** No funds appropriated for the purpose of carrying out any applicable program may be used for the transportation of students or teachers (or for the purchase of equipment for such transportation) in order to overcome racial imbalance in any school or school system, or for the transportation of students or teachers (or for the purchase of equipment for such transportation) in order to carry out a plan of racial desegregation of any school or school system, except for funds appropriated pursuant to title VIII of the Elementary and Secondary Education Act of 1965 [20 U.S.C. 7701 et seq.], but not including any portion of such funds as are attributable to children counted under section 8003(d) of such Act [20 U.S.C. 7703(d)] or residing on property described in section 8013(10) of such Act [20 U.S.C. 7713(10)] (20 USC 1228).

HH. State Rules, Laws, and Regulations That Apply to All Programs Administered by TEA:

The Grantee shall comply with all provisions of the Texas Education Code, Chapter 22, Subchapter C, Criminal History Records, which requires that personnel employed using Grant funds shall be subject to

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the state's fingerprinting requirement. The Subrecipient provides assurance, with its signature on the Grant Application or by certifying and submitting the eGrants Application, that it will take all necessary and required steps to ensure that all its Subrecipients are in compliance with the fingerprinting requirement.

- II. **Family Code Applicability:** With its signature on the Grant Application or by certifying and submitting the eGrants Application, the Subrecipient, if other than a state Agency, certifies that under Section 231.006, Family Code, that the Subrecipient is not ineligible to receive payment under this Subaward and acknowledges that this Subaward may be terminated and payment may be withheld if this certification is inaccurate. TEA reserves the right to terminate this Subaward if the Subrecipient is found to be ineligible to receive payment. If the Subrecipient is found to be ineligible to receive payment and the Subaward is terminated, the Subrecipient is liable to TEA for attorney's fees; the costs necessary to complete the Subaward, including the cost of advertising and awarding a second Subaward; and any other damages or relief provided by law or equity.
- JJ. **Interpretation:** In the case of conflicts arising in the interpretation of wording and/or meaning of various sections, parts, appendices, General Provisions and Assurances, Program-Specific Provisions and Assurances, exhibits, attachments, or other documents, the TEA Subaward and its General Provisions and Assurances, Program-Specific Provisions and Assurances, appendices, Errata, and General and Fiscal Guidelines shall take precedence over all other documents that are a part of this Subaward.
- KK. **Registered Lobbyists:** No state or federal funds transferred to a Subrecipient/Grantee may be used to hire a registered lobbyist.
- LL. **Test Administration and Security:** This Subaward is executed by the Agency subject to assurance by the Subrecipient that it has at all times been and shall remain in full compliance with Title 19, Texas Administrative Code Chapter 101, and all requirements and procedures for maintaining test security specified in any test administration materials in the possession or control of the Subrecipient, or any school, campus, or program operated by the Subrecipient. Notwithstanding any other provision in this Subaward or any other document, this Subaward is void upon notice by the Agency, in its sole discretion, that the Subrecipient or any school, campus, or program operated by the Subrecipient has at any time committed a material violation of Title 19, Texas Administrative Code Chapter 101, or any requirement or procedure for maintaining test security specified in any test administration materials in the possession or control of the Subrecipient, or any school, campus, or program operated by the Subrecipient. Expenditures and/or activities for which the Subrecipient may claim reimbursement shall not be accrued or claimed subsequent to receipt of such notice from the Agency.
- MM. **Social Security Numbers:** Social security numbers will not be provided by TEA as a part of this agreement. TEA is not requiring or requesting school districts or other Grantees to provide social security numbers as a part of this agreement.
- NN. **Student-Identifying Information:** The Subrecipient agrees that in executing tasks on behalf of TEA, the Subrecipient will not use any student-identifying information in any way that violates the provisions of FERPA and will destroy or return all student-identifying information in accordance with the terms in Section on Confidential Information, FERPA, and Information Security Requirements hereof.
- OO. **Protected Personally Identifiable Information (Protected PII):** The Subrecipient agrees to take reasonable measures to safeguard protected personally identifiable information and other information the Federal awarding Agency or pass-through entity designates as sensitive or the non-federal entity considers sensitive consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.
- PP. **Authorized Officials for Grant Payments:** Subrecipient assures that the Grantee Manager and/or Grantee Official, or such person using the Grantee Manager or Grantee Official's credentials, has been authorized by the Subrecipient organization to enter the organization into legally binding agreements for grant payment purposes prior to the Grantee Manager or Grantee Official certifying and submitting expenditure payment

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requests in the TEA Expenditure Reporting (ER) System.

- QQ. **Electronic and Information Resources Accessibility Standards:** Any Electronic Information Resources (EIR) produced as part of this agreement must comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines. EIR includes webpages, website portals, electronic documents (all formats), multimedia (live and recorded video, audio, and interactive presentations), web applications, online forms, and mobile applications. Websites must have a third-party company evaluate the site for accessibility before accepted by TEA.
- RR. **Load Testing:** The vendor must provide documentation to TEA the application has been load tested. The results in the documentation must meet or exceed the required demands. The vendor must provide a supported service level agreement of uptime per month. The vendor must provide expected recovery time objective (RTO) and recovery point objective (RPO) in the event of major outage.

Failed Load Testing

In its sole judgment, TEA may terminate the agreement for cause if the application fails to meet the criteria for success. In its sole determination, TEA may exercise any, or all, of the following remedies in lieu of termination of this Agreement:

1. The vendor shall be given the opportunity to extend the Load Testing period for up to thirty (30) calendar days to allow the vendor to diagnose and correct performance problems that may be caused by the application or the configuration of the application, or;
2. The vendor shall be given the opportunity to install additional hardware or platform components, at the vendor's sole expense, to meet the performance requirements specified, or;
3. The vendor shall be given up to thirty (30) days following the diagnosis of any problem related to the application to correct, at the vendor's sole expense, the defects in the application, or;
4. At TEA's sole option, TEA will exercise one, or any combination, of the
5. options described above. Should the application fail to successfully complete the Load Test, the application will be deemed to have failed Acceptance and TEA will be entitled to a full refund.

If the selected vendor fails to complete the due performance of the contract in accordance to the terms and conditions, TEA reserves the right either to cancel the contract or to accept performance already made by the selected vendor. In case of termination of contract TEA reserves the right to recover an amount fixed as Liquidated Damages for non-performance.

By signing and submitting the application, or certifying and submitting the eGrants application, the Applicant indicates acceptance of and compliance with all requirements described herein.



February 12, 2024

Texas Education Agency
1701 N. Congress Avenue
Austin, TX 78701

RE: Support for Houston Independent School District (HISD) 2023-2024 Summer Career and Technical Education Grant Focus Area 1

To Whom It May Concern:

The Houston Community College (HCC) supports Houston Independent School District's (Houston ISD) 2023-2024 Summer Career and Technical Education Grant, to provide Career and Technical Education students a postsecondary summer bridge program.

The Houston Community College is an institution of higher education that offers high-quality, affordable education for academic advancement, workforce training, career development, and lifelong learning to prepare individuals in our diverse communities for life and work in a global and technological society.

To support Houston ISD and Texas Education Agency (TEA) mission of this grant, to provide innovative strategies for student's to pursue and excel in meaningful careers and education programs, my institution is proud to collaborate to make a difference in the education, careers, and lives of Houston ISD's Career and Technical Education (CTE) students. The Houston Community College provides an array of programming suitable for CTE learners including:

- Pre-apprenticeships
- Micro-credentials
- Certificate programs (including TEA approved Industry-Based Certifications)
- Courses for credit

HCC is committed to partnering with Houston ISD to provide any students in CTE programs align with the opportunities above, but we are placing special emphasis on supporting students in **HVAC, Electrical, and Plumbing and Pipefitting** programs. Such programs while allow students to:

- Earn while you learn with on-the-job training and classroom instruction while at work.
- Attain industry-recognized credentials to jump-start a career.
- Earn college credit and/or receive a certificate of completion from HCC.
- Learn and grow alongside industry mentors and experts.

HCC supports Houston ISD's vision for the 2023-2024 Summer Career and Technical Education Grant and asks that you accept this letter as proof of our collaboration and support.

Sincerely,

Margaret Ford Fisher, Ed.D.
Chancellor

February 6, 2024

To: Texas Education Agency

RE: Support for Houston Independent School District (HISD) “2023-2024 Summer Career & Technical Education Grant” Focus Area 2

Dear TEA,

On behalf of Texas A&M AgriLife Extension Service in Harris County, we are pleased to support the HISD in their innovative grant proposal “2023-2024 Summer Career & Technical Education” that helps prepare students for future careers.

This proposal includes innovative opportunities and experiences that are necessary for Houston’s growing market for work-based learning and industry-based certifications. We are committed to assisting these schools in creating programming and pathways that will encourage the development of HISD students from diverse backgrounds. The objectives and projected outcomes of the grant support our initiative in creating healthier communities for our families and youth and a healthier Houston. We look forward to sharing our resources to develop more career opportunities for the youth in HISD.

Texas A&M AgriLife Extension Service is a 501(c)(3) non-profit organization that provides programs, tools, and resources that teach people how to improve agriculture and food productions, advance health practices, protect the environment, strengthen our communities, and enrich youth. Thus, we offer our commitment to HISD for their grant proposal.

Harris County
Texas A&M AgriLife Extension Service
13105 Northwest Freeway, Suite 1000 | Houston, Texas 77040

Tel. 713.274.0950 | AgriLifeExtension.tamu.edu

Texas A&M AgriLife Extension Service in Harris County believes that the proposed project is in line with our organization's beliefs and goals. We are happy to be a part of this innovative initiative and will work toward the goals of this future partnership:

- Establish and support work-based learning
- Create internships that provide hands-on experiences in work/office scenarios
- Provide industry-based certifications in partnership with other ongoing projects in workforce development
- Address the need for youth services during the summer by providing Ag Literacy education through programs like "Path To The Plate"

Sincerely,



David D. Wright
Harris County Extension Director
Urban Program Director
Texas A&M AgriLife Extension Service
Harris County Office
13105 Northwest Freeway, Suite 1000
Houston, TX 77040
713-274-0950
david.wright@ag.tamu.edu



Venkatesh Balan, Ph.D.,
Associate Professor

February 7, 2024

Texas Education Agency
1701 N. Congress Avenue
Austin, TX 78701

RE: Support for Houston Independent School District (HISD) 2023-2024 Summer Career and Technical Education Grant Focus Area 1

To Whom It May Concern:

The University of Houston supports Houston Independent School District's (Houston ISD) 2023-2024 Summer Career and Technical Education Grant, to provide Career and Technical Education students a postsecondary summer bridge program.

Houston ISD's diverse student population comes from a majority of under-served and historically under-represented communities and by extending learning opportunities into the summer and by partnering with The University of Houston, Houston ISD is granting these students a greater opportunity to bridge workforce and postsecondary success.

The purpose of the postsecondary summer bridge program aligns with the United States Department of Agriculture Pathway to University Program (USDA-PUP) which is a four-year project, funded by USDA. The program focuses on attracting Hispanic and other underrepresented students at targeted Houston and Fort Bend high schools. By participating, students will get motivated to join one of the UH programs related to Food Science, Nutrition, and Agricultural Biotechnology, and prepare them for careers in those fields.

The USDA – PUP Educational Activities that the University of Houston is hosting include Summer Workshops, Summer Camps, and Summer Research Training Programs. These initiatives focus on providing Houston ISD students with:

- Hands-on activities, campus tours, and meet experts from USDA, UH faculties, UT-Health, Texas A&M University, and Industry. Topics and activities include Food Science, Nutrition, Agricultural Biotechnology, and other related STEM fields.
- Information regarding Food Science, Nutrition, Agricultural Biotechnology degrees, agricultural universities across the United States, and more details of the University of Houston's Summer Camp.
- Project and research exploration with University of Houston faculty and students to collaborate on designing experiments and become familiar with scientific techniques in Food Science, Nutrition, and Agriculture Biotechnology.

Please accept this letter as our letter of support for Houston ISD to offer a Career and Technical Education Summer Bridge program for Focus Area 1 initiatives.

Sincerely,

A handwritten signature in blue ink that reads 'Venkatesh'.

Venkatesh Balan, Ph.D.,
Department of Engineering Technology
Cullen College of Engineering,
University of Houston, TX 77479
E-mail: vbalan@uh.edu; Tel: 713 743 6640.



February 6, 2024

To: Marcette Kilgore
Career and Technical Education State Director
Texas Education Agency
1701 17th Street, Austin, TX 78701

Re: Support for Houston Independent School district (HISD)
"2023-2024 Summer Career & Technical Education Grant"

Dear Marcette,

I am writing to express my enthusiastic support for the Hotel Summer Camp program, which aims to introduce students to the vibrant world of the hospitality industry. As the Education Outreach & Foundation Director at the Texas Hotel & Lodging Association (THLA), I am deeply committed to fostering educational opportunities and promoting careers in hospitality.

The hotel industry offers an unparalleled setting where individuals can connect with people from all walks of life and embark on new adventures every day. It serves as a dynamic platform for personal and professional growth, providing countless avenues for individuals to achieve their goals.

The participation of Houston ISD students in previous summer camps underscores the program's significance and relevance to the Houston community. I wholeheartedly endorse the utilization of the 2023-2024 Summer Career and Technical Education Grant provided by the Texas Education Agency. Focus Area 2, which facilitates work-based learning experiences, aligns seamlessly with the activities and objectives of the Hotel Summer Camp. Throughout the camp, students will engage with local employers, enriching their experience and fostering meaningful connections within the industry.

One of the most exciting aspects of a career in the hotel industry is the diverse array of pathways it offers within various hotel departments. From Accounting to Sales and Marketing, hotel employees have the opportunity to explore different occupations and gain valuable experience, often within the same organization. The hotel industry encompasses a wide range of departments, including Executive Office, Food and Beverage, Human Resources, Lobby and Guest Services, Rooms, and Security, Engineering, and Maintenance, each offering unique opportunities for growth and advancement.

Furthermore, the hotel industry provides numerous exciting career pathways, all with competitive pay and potential for career growth. Whether individuals are passionate about providing exceptional guest experiences in Rooms management or driving strategic initiatives in Sales and Marketing, the hospitality industry offers limitless opportunities for exploration and development.

The Hotel Summer Camp program serves as an invaluable platform for students to explore the diverse career opportunities available within the hospitality industry. Through hands-on experiences and interactions with industry professionals, participants gain insights into the exciting possibilities that await them in hospitality careers.

I am confident that the Hotel Summer Camp program will inspire participants to pursue careers in the dynamic and rewarding field of hospitality. It is a privilege to support initiatives that empower the next generation of hospitality leaders and provide them with the tools they need to succeed.

Please do not hesitate to reach out if there is anything further I can do to support the Hotel Summer Camp program. I am dedicated to ensuring its success and helping students discover the exciting career pathways available to them in the hospitality industry.

Thank you for your dedication to promoting educational opportunities and preparing students for successful careers.

Sincerely,

A handwritten signature in black ink, appearing to read "Debbie Wieland". The signature is fluid and cursive, with the first letter of each word being capitalized and prominent.

Debbie Wieland

Education Outreach & Foundation Director

Texas Hotel & Lodging Association (THLA)