



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

NOGA ID [Redacted]

Authorizing legislation **General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)**

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

Application stamp-in date and time

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 **April 3, 2024-September 30, 2024**

Pre-award costs permitted from **Not Permitted**

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): [Redacted]

Applicant Information

Organization **Abilene ISd** CDN **221901** ESC **14** UEI **JN8BGSBPWNZ**

Address **2034 Quantum Loop** City **Abilene** ZIP **79602** Vendor ID **1756000004**

Primary Contact **Lucille Fullen** Email **lucille.fullen@abileneisd.org** Phone **325-677-1444**

Secondary Contact **Joseph Waldron** Email **joseph.waldron@abileneisd.org** Phone **325-677-1444**

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 **Joseph Waldron** Title **Chief Financial Officer**

Email **joseph.waldron@abileneisd.org** Phone **325-677-1444**

Signature Date **2/12/2024**

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.

The Mission of the Abilene Independent School District is to provide exceptional educational opportunities in an environment that will produce graduates with the skills necessary to become productive, responsible citizens. The TEA Welding program of study aligns with industry needs and opportunities in our regional workforce. Welders (SOC 51-4121) are an in-demand, target occupation in West Central Texas, thus propelling the district to expand the capacity of our Welding I opportunities by offering a summer course for high school credit.

Abilene ISD would like to offer Welding I to qualifying students for high school credit during the summer of 2024. In addition to skill qualifications, the district will review student indicators and give priority to those economically disadvantaged and at risk.

The current enrollment for the district's welding program is:

Introduction to Welding - 131

Welding I - 46

Welding II - 28 (plus 14 students taking Welding II Dual Credit off site)

Practicum - 11

The district's specific needs are to expand the opportunity and give greater access to for students to progress through the welding program. Student scheduling constraints and certified teacher availability during the school year prevent some students from advancing through the program.

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.

[Empty text box for Focus Area 2 summary]

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

Existing Position: CTE Director, oversight of grant services

District and State required qualifications - SBEC certified Administrator

Existing Position: Welding Instructor, develop lesson plans, teach welding techniques, help students acquire specialized skills

State required qualifications - SBEC certified teacher (Agricultural Science and Technology, Technology Education, Industrial Technology, or Vocational Trades and Industry with work approval)

Existing Position: Campus Administrator, direct and manage instruction and supervise operations and personnel at the campus level.

State required qualifications - SBEC certified Administrator, Principal

Existing Position: Chief Financial Officer, authorized district representative to oversee grant implementation

District and state minimum required qualifications

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

[Empty box for Title and Responsibilities of Position]

[Empty box for Required Qualifications and Experience]

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[Empty box for Title and Responsibilities of Position]

[Empty box for Required Qualifications and 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?

The objective of the district is to ensure every student is prepared for post-secondary success. The district would like to provide Welding I as a summer course to allow students the opportunity to remain and/or accelerate in the welding program of study. Welding I provides the knowledge, skills, and technologies required for employment in metal technology systems. In addition, this course supports integration of academic and technical knowledge and skills. Students will develop knowledge and skills related to metal technology systems and apply them to personal career development. Students will reinforce, apply, and transfer knowledge and skills to a variety of settings and problems.

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?

(This area is currently blank for input.)

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.

Professional Staff Extra-Duty Pay for instructor (including employee benefits) = \$5400.00
Supplies and materials necessary for the bridge program = \$5500.00
IBC Certifications (AWS D1.1) = \$4800.00

Once the summer program is in place, we will evaluate participation and success. With promising outcomes, we expect to continue to apply for additional grant funding and request consideration from the board for continued services. We will review current streams of funding to align funding purposes to grant goals.

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.

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.)

With the current enrollment for the district's welding program at 131 for Introduction to Welding and the current capacity to teach Welding I with a certified instructor at 48, we will not have the capacity to teach all interested and qualified students Welding I. By offering a summer course, students will have the opportunity to remain in the welding program of study.

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.)

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.

Abilene ISD will offer Welding I in the Welding Program of Study (Manufacturing career cluster). The course will be offered to students for 7 hours per day, 4 days a week, for 4 weeks (total of 112 instructional hours). Because of the intense concentration of the course, we believe all TEKS can be mastered and skills obtained by the end of the four weeks. The district would like to serve up to 24 students in this summer program.

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.

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