



Organization: UTOPIA ISD  
 Campus/Site: N/A  
 Vendor ID: 1746002416

County District: 232904  
 ESC Region: 20  
 School Year: 2023-2024

SAS#: ETHSAA24

## 2024-2026 Grow Your Own High School Education and Training

### General Information GS2000 - Certify and Submit

Due: 04/01/2024 11:59 PM  
 Application Status: Submitted

Amendment #: 00  
 Version #: 01

Description	Required	Status	Last Update
<b>General Information</b>			
GS2100 - Applicant Information	*	Complete	02/17/2024 11:59 AM
GS2300 - Negotiation Comments and Confirmation		New	
<b>Program Description</b>			
PS3013 - Program Plan	*	Complete	02/17/2024 12:06 PM
PS3014 - Program Narrative	*	Complete	03/27/2024 10:37 AM
<b>Program Budget</b>			
BS6001 - Program Budget Summary and Support		Complete	03/27/2024 10:35 AM
BS6101 - Payroll Costs		New	
BS6201 - Professional and Contracted Services		New	
BS6401 - Other Operating Costs		New	
BS6501 - Debt Services		New	
BS6601 - Capital Outlay		New	
<b>Provisions Assurances and Certifications</b>			
CS7000 - Provisions, Assurances and Certifications	*	Complete	03/19/2024 03:56 PM

#### Certification and Incorporation Statement

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 further certify that any ensuing program and activity will be conducted in accordance with all applicable Federal and State laws and regulations; application guidelines and instructions; the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules submitted. It is understood by the applicant that this application constitutes an offer and, if accepted by the Texas Education Agency or renegotiated to acceptance, will form a binding agreement.

**Authorized Official** Select Contact:  or

First Name: Michael	Initial:	Last Name: Derry	Title: Superintendent
Phone: 830-966-1929	Ext:	E-Mail: mderry@utopiaisd.net	

#### Submitter Information

First Name: Michael	Last Name: Derry
Approval ID: michael.derry	Submit Date and Time: 03/27/2024 10:38:30 AM



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## 2024-2026 Grow Your Own High School Education and Training

### General Information GS2100 - Applicant Information

#### Part 1: Organization Information

A. Applicant		
Organization Name: UTOPIA ISD		
Mailing Address Line 1: P O BOX 880		
Mailing Address Line 2:		
City: UTOPIA	State: TX	Zip Code: 78884

B. Unique Entity Identifier (SAM)
UEI (SAM):

#### Part 2: Applicant Contacts

A. Primary Contact			Select Contact:	Select One	or	Add New Contact
First Name: Michael	Initial:	Last Name: Derry				
Title: Superintendent						
Telephone: 830-966-1929	Ext.:	E-Mail: mderry@utopiaind.net				

B. Secondary Contact			Select Contact:	Select One	or	Add New Contact
First Name: Kim	Initial:	Last Name: Reyes				
Title: Accounts Payable						
Telephone: 830-966-1930	Ext.:	E-Mail: kreyes@utopiaind.net				



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## 2024-2026 Grow Your Own High School Education and Training

### General Information GS2300 - Negotiation Comments and Confirmation

#### Part 1: General Comments

##### General Comments (TEA Use Only)

#### Part 2: Negotiation Items

This schedule is for TEA to document any required changes and communications to the applicant in the event this application requires negotiation. It will also require applicants to acknowledge that they have made the changes requested.

Applicants: For all negotiation notes below, please make the requested changes in the grant application itself.

- Please do check the "Change Completed" box.
- Please do not enter information in the "Grantee Comments" section, unless you are specifically instructed to do so.

Negotiation Items	
1.	<div style="display: flex; justify-content: space-between;"> <div>Date: <input type="text"/></div> <div>Schedule: <span>Select One ▼</span></div> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>TEA Negotiation Note:</p> <div style="border: 1px solid black; height: 40px;"></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>Grantee Comments:</div> <div><input type="checkbox"/> LEA Completed Change</div> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px; background-color: #f0f0f0;"> <div style="border: 1px solid black; height: 40px;"></div> </div>

Add Row

Delete Row



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3013 - Program Plan

#### A. Standard Statutory/Program Assurances

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

- 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.
- 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.
- The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2024-2026 Grow Your Own Education and Training for High School Pathways Program Guidelines.
- The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2024-2026 Grow Your Own Education and Training for High School Pathways Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 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 Texas Administrative Code (TAC) 206, 1 TAC Chapter 213, Federal Section 508 standards, and the Web Content Accessibility Guidelines (WCAG) 2.0 level AA.

#### B. TEA Program Assurances Regarding the Memorandum of Understanding

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

- a. By May 31, 2024, the LEA must have a signed letter of commitment or MOU for all Education & Training teachers that receive a stipend through the Grow Your Own Grant. At minimum, the MOU should include the following: i. Grant assurances listed under "2. Education and Training Course Implementation" and "3. Education and Training Supports" ii. Agreement to serve as an Education and Training teacher of record for the full two-year grant timeline iii. Total stipend amount that the teacher will receive iv. Stipend payment schedule (disbursed over the two-year grant timeline and no earlier than Fall 2024) and payment process for the teacher recipient
- b. If using grant funding for field site teacher stipends, the LEA must have a signed agreement for all field site teachers that receive a stipend through the Grow Your Own Grant.
- c. If implementing dual credit Education and Training courses, by May 31, 2024, the LEA must have a signed letter of commitment or MOU for the partnering Institution of Higher Education (IHE). At minimum, the MOU should include the following: i. Grant assurances listed under "2. Education and Training Course Implementation" and "3. Education and Training Supports" ii. Length of agreement for IHE partnership
- d. The LEA will retain documentation locally of each MOU and submit it to TEA upon request.

#### C. TEA Program Assurances Regarding the Education and Training Course Implementation (must be included in MOUs)

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

- a. The LEA assures that each high school campus within the participating LEA will implement at least the Instructional Practices and/or Practicum courses in the Education and Training course sequence in 2024-2025, and at least both stated courses in 2025-2026, with the teachers receiving the stipend as teachers of record for both courses or either course. i. For example, the LEA selects an eligible, non-dual credit Education and Training teacher to receive a stipend through the Grow Your Own grant. The LEA pays the teacher a stipend disbursed over the two-year grant timeline starting in Fall 2024. The teacher stipend recipient serves as the teacher of record for Instructional Practices in 2024-2025 and both Instructional Practices and Practicum in 2025-2026.
- b. To receive a stipend for teaching dual credit, an Education and Training teacher must hold a master's degree in an education-related field and be the teacher of record for at least one dual credit course section in 2024-2025 and two dual credit course sections in 2025-2026 within the Education and Training course sequence.
- c. All LEA high schools must establish and/or grow a chapter of a Career and Technical Student Organization (CTSO) that supports the Education and Training career cluster through either the Texas Association of Future Educators (TAFE) or Family, Career and Community Leaders of America (FCCLA) and participate in at least one competitive event per year.



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3013 - Program Plan

#### D. TEA Program Assurances Regarding Education and Training Supports (must be included in MOUs)

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. The LEA assures that all LEA high schools participate in a TEA-led virtual workshop in Summer 2024. All Education and Training teacher stipend recipients, principals, counselors, and LEA grant managers must attend. Participants who attended any previous Grow Your Own Summer Institutes must still attend.
  - b. The LEA assures that each Education and Training teacher stipend recipient will pilot the TEA Education and Training curriculum. If they are using a dual credit or different high-quality curriculum, the LEA must provide the corresponding scope and sequence(s) and/or evidence of course offerings.
  - c. The LEA assures that each Education and Training teacher stipend recipient will receive TEA implementation supports and coaching by participating in online collaborative communities to be scheduled by TEA, not to exceed 6 hours per semester.
  - d. The LEA assures that Education and Training teacher stipend recipients participate in surveys and, if requested, focus groups not to exceed 1 hour per semester and administered by TEA to receive input on the Education and Training programming.
  - e. LEA grant managers shall support Practicum in Education and Training implementation, including but not limited to student scheduling, identifying field sites and field site teachers, and coordinating student transportation to field sites.

#### E. TEA Program Assurances Regarding Performance Reporting

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. LEAs shall develop a marketing and recruitment plan to increase enrollment in high school Education and Training courses. Upon request, all LEA high schools will submit their plan for marketing and student recruitment to TEA each year.
  - b. The LEA must, upon request, submit reports on progress towards performance measures to TEA. If requested, LEAs must participate in focus groups and surveys to give input on the Education and Training programming.
  - c. By May 31, 2024, all grant-funded teachers must be identified and submitted to TEA.

#### F. TEA Program Assurances Regarding Amendments (See the General and Fiscal Guidelines, Amending the Application)

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. If a teacher is unable to continue with the grant program, LEAs must file an application amendment and provide TEA with an update of the new amount of teacher stipend recipient(s) within 30 days of notification.
  - b. LEAs must file application amendments within 7 days of a request from TEA.

#### G. TEA Program Assurances Regarding Eligibility Requirements of Stipend Recipients

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required. The LEA assures that it will select stipend recipients according to the following eligibility requirements:
- 1. Non-dual credit teachers of record for Principles of Education and Training, Instructional Practices, and/or Practicum in Education and Training a. Teachers must hold a standard or life teacher certificate in the state of Texas (note: any Texas teaching certificate qualifies teachers to teach Principles of Education and Training, Instructional Practices, and Practicum in Education and Training). b. As of the grant start date (June 1, 2024), teachers must have been employed as a teacher within the eligible LEA during the 2023-2024 school year; participants may not be new employees of the LEA in the 2024-2025 school year. c. Teachers must show measurable evidence of student achievement within a diverse student population. d. Teachers must attend the TEA-led Summer 2024 Grow Your Own Grant workshop, implement the TEA Education and Training curriculum (unless provided evidence of other high-quality curriculum), and participate in online collaborative communities.
  - 2. Dual credit teachers of record who teach Instructional Practices and/or Practicum in Education and Training a. Teachers must hold a standard or life teacher certificate in the state of Texas (note: any Texas teaching certificate qualifies teachers to teach Principles of Education and Training, Instructional Practices, and Practicum in Education and Training). b. As of the grant start date (June 1, 2024), teachers must have been employed as a teacher within the eligible LEA during the 2023-2024 school year; participants may not be new employees of the LEA in the 2024-2025 school year.
  - 2. Dual credit teachers of record who teach Instructional Practices and/or Practicum in Education and Training c. Teachers must show measurable evidence of student achievement within a diverse student population. d. Teachers must attend the TEA-led Summer 2024 Grow Your Own Grant workshop, implement the TEA Education and Training curriculum (unless provided evidence of other high-quality curriculum), and participate in online collaborative communities. e. Teachers receiving the dual credit stipend must hold a master's degree with 18 credit hours in education and be able to be approved by the partner IHE as a dual credit instructor.
  - 3. Education and Training field site teachers a. Teachers who, along with the Education and Training stipend teacher recipient, jointly directs and supervises high school Education and Training students participating in Instructional Practices and/or Practicum in Education and Training courses. b. Teachers must show measurable evidence of student achievement within a diverse student population.



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3013 - Program Plan



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3014 - Program Narrative

Please include complete responses for each question below.

#### A. Summary of Program

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 Grow Your Own grant will address the LEA's teacher pipeline needs.

Utopia ISD is a rural school district in Southwest Texas that faces teacher retention challenges due to location, teacher salaries, and teacher housing. Our need has become a mission and that is to Grow Our Own Teachers. We believe implementing our own Education and Training high school program can help address teacher shortages by preparing a pipeline of qualified candidates for teaching positions within our school district. We believe that by investing in the education and training of our local students, we can create a pool of potential teachers who are familiar with the Utopia ISD community, invested in its success and willing to stay. The Utopia ISD Education and Training high school program will offer three education and training dual credit courses by a Master's Degree teacher. The courses will be Principles of Education, Instructional Practices, and Education Practicum and will be offered to all high school students. Currently, we have 25 students interested in an Education and Training Program. Students will be able to take at least one course in 2024-2025 and two courses in the 2025-2026 School Year. Utopia ISD will partner with Southwest Texas Junior College for implementation of this Pathway, its respective credit hours, and providing students with a degree plan that leads to a teaching profession. This Grow Your Own Grant will enable Utopia ISD to establish and document successful implementation of the program for future local sustainability.

#### B. Qualifications and Experience for Key Personnel

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. Include each of the following individuals and a description of each role: the LEA's grant manager, LEA leaders involved in program implementation, the campus principals, college/career counselors, and teachers of participating Education and Training high schools, and any other personnel responsible for implementation the grant.

Existing Positions within Utopia ISD:  
Grant Manager - Business Manager with three years of experience handling NOGAs and required reporting. Role is to keep up with NOGA, drawdowns, record keeping and financial reporting.  
Leader & Grant Manager - High School Principal with three years of experience in Education, Leadership, Grant Implementation and Grant Management. Role: right hand leader for the Education and Training Teacher, Business Manager, and Counselor. Constant communication will ensure successful implementation of activities.  
Leader - Superintendent of Schools with four years of experience in Education, Leadership, and Grant Implementation. Role: will be aware of the program, its goals and objectives, and will lead the quarterly meeting to monitor progress.  
Leader - High School Counselor with five years of experience in college and career readiness, pathway development, scheduling, implementation of MOUs with Junior Colleges. Role: Pathways, Course Offerings, Advising students  
Leader - Elementary Principal with three years in early childhood education, leadership, and mentoring teachers. Role: support  
Education and Training Dual Credit Teacher - Master's Degree in Education, over five years teaching experience, great rapport with community, teachers, and students, great teacher evaluations, involved in school committees, and lead teacher or have served as a mentor to other teachers. Role: teach the dual credit courses and lead the TAFE Chapter

2. Please continue the response here if needed. Please enter N/A if the additional space is not needed.

1 Field Site Teacher- a teacher with at least five years of experience at the elementary, junior high or special education program, great rapport with community, teachers, and students, great teacher evaluations, have served as lead teachers, mentors, or have had student teachers in their classroom. Role: to coordinate with the Education and Training teacher to ensure students are getting hands-on experiences in their classroom.

Proposed Position:  
Education & Training Consultants - Retired School Administrators with at least 20 years experience in K-12 education and leadership. Familiar with Grow Your Own Grants, education curriculum, NOGA's, and implementation of TEA grants. Role: provide guidance/consultation on the TEA Education and Training program, progress reporting, MOUs, Agreements, and ensuring assurances are met on a timely basis.

Collectively and Collaboratively, Utopia ISD plans for a great support system to successfully implement the 2024-2026 Education and Training Program that will become the foundation for future successful Education and Training Programs and recruitment and retainment of qualified teachers.



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3014 - Program Narrative

#### C. Goals, Objectives and Strategies

1. Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives? Include a description of the talent management strategy including your LEA's approach to recruiting, hiring, and retaining qualified teachers, related to those goals/objectives.

Utopia ISD's major Goal is to reduce the current teacher turn over rate from 15% to 5% within the next five years through the implementation of an Education and Training Program. Objective 1: Offer three dual credit education and training courses to high school students. The courses will be offered on campus with a practicum for hands on experience in an educational setting such as the elementary school, middle school or special education program. The curriculum utilized will be the TEA E&T Curriculum. This practical experience allows students to apply what they learn in the classroom to real-world situations and develop essential skills for teaching. Objective 2: Develop a close working relationship/partnership with Southwest Texas Junior College. The partnership will ensure students are receiving appropriate Education and Training Career Advising, scheduling, and have a post secondary plan. Objective 3: Begin a Texas Association for Future Educators Chapter at Utopia ISD led by the Education and Training teacher. The program will play a vital role in supporting and empowering our students. Membership to TAFE will offer professional development, leadership opportunities, networking and collaboration opportunities. Utopia will require students to participate in at least one TAFE event annually. Objective 4: Track students who have participated in the Education and Training Program and who could potentially be candidates for a teaching position with Utopia ISD.

2. Please continue the response here if needed. Please enter N/A if the additional space is not needed.

Utopia ISD will recruit alumni for teaching or paraprofessional positions. Recruitment efforts will include establishing relationships with local colleges, engaging in alumni networks, recruiting from the substitute pool, targeting community events and organizations, creating and sharing pathways for career advancement, and promoting local teaching online highlighting the advantages of teaching within the Utopia Community. For example: students who return to work for Utopia ISD as paraprofessionals will be encouraged to participate in future Grow Your Own programs for teacher certification. These strategies could potentially bring one to two local teachers annually to Utopia ISD thus reducing the teacher turn over rate and increasing teacher retention. Objectives 1, 2, and 3 also serve our goals of offering our students career preparation, college readiness, leadership development, community engagement, diversity and inclusion. By providing our students with meaningful educational experiences and support, the Education and Training program can help prepare them for success in both college and future careers in education.

#### D. Performance and Evaluation Measures

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.

Performance measures tools that will be utilized include: Student interest inventories, course offerings, student enrollment in the education and training courses, student participation in the TAFE chapter and events, participation in the TEA led workshops, institutes, and collaborative communities by the education and training teacher and support staff, documentation of TEA curriculum utilized or dual credit scope and sequences for the Education and Training Courses, student grades, attendance, and education and training course grades, documentation of collaboration with Southwest Texas Junior College Education Dual Credit Program, and documentation of collaboration between the Education and Training Teacher and the Field Site Teachers. Utopia ISD will also monitor the demographics to ensure the program is inclusive and representative of Utopia's diverse population along with surveying students for feedback on the program, its resources, and the support they receive. After the first year, Utopia ISD will also consider the following performance measures: graduation rates, post-secondary education enrollment, and teacher certification rates. The Education and Training team consisting of the teachers and their support leadership staff will meet quarterly to review the information gathered from/by the tools and monitor the progress of the program. If adjustments are needed, the team will make the necessary informed decisions to ensure successful implementation.





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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3014 - Program Narrative

#### E. Budget Narrative

- 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. This question has been broken into two sections. Please enter "NA" for the second section if the additional space is not needed. Outline the proposed budget and amounts for funding the grant program through the following allowable uses: a. Education and Training stipend(s) disbursed over the two-year grant timeline and no earlier than Fall 2024 b. Education and Training field site teacher stipend(s) disbursed within the first, second, or both years of the grant timeline (specify accordingly) and no earlier than Fall 2024

Utopia ISD has never offered an Education and Training Program or anything similar to it. The funding being requested will enable us to establish the Education and Training Program with required components that will ensure its successful implementation and that can be sustained with local or CTE funding beyond the 2025-2026 School Year. The proposed budget will supplement the CTE state funding and will allow Utopia ISD to secure stipends for one Education and Training Teacher and one Field Site Teachers, send the teachers to the required TEA meeting/conference, substitute pay while the teacher is out on Education and Training Program matters, establish a TAFE CTSO Chapter with student memberships, travel costs for students and teachers to the State TAFE Conference and competition events, purchase the necessary curriculum supplies and materials to use with the Education and Training courses, and pay grant consultants that will ensure Utopia ISD will comply with all assurances.

- Education and Training Costs: Dual Credit Teacher 2024-2025 and 2025-2026 School Years - Annual stipend of \$5,500 for a total of \$11,000
- Education and Training Costs: 1 Field Site Teacher 2024-2025 and 2025-2026 School Years - Annual stipend of \$1,000 for a total of \$2,000

- Implementation costs, limited to:
  - Student transportation to and from E&T field sites for Instructional Practices and/or Practicum courses
  - CTSO event/conference participation, membership fees, and travel costs
  - Substitute coverage for teachers to participate in implementation supports and CTSO activities
  - Additional funding for high schools:
    - Without existing E&T courses in the 2023-2024 school year, or
    - Implementing dual credit E&T courses beginning in the 2024-2025 school year

c. Implementation Costs:

CTSO Event/Conference Participation by teacher and students - \$2,000  
 TAFE Membership Dues - \$1,000 annually for a total of \$2,000  
 Substitute coverage for teachers to participate in implementation supports and CTSO activities - \$500 annually for a total of \$1,000  
 Additional funds for implementing dual credit courses beginning the 2024-2025 School year  
 Supplies and Materials for implementation of curriculum - \$2,000  
 Grant Consultants - \$1,500 per year for a total of \$3,000  
 Total - \$20,000 for the Implementation of the Education and Training Program and \$3,000 for administrative costs



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### Program Description PS3014 - Program Narrative

#### F. Request for Grant Funds

List all of the allowable grant-related activities for which you are requesting grant funds. Include the amounts budgeted for each activity. Group similar activities and costs together under the appropriate heading. If awarded, you will be required to budget your planned expenditures in the budget schedules provided by eGrants during negotiations.

1. Payroll Costs-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

Stipend - Dual Credit Teacher 2024-2025 and 2025-2026 School Years - Annual stipend of \$5,500 for a total of \$11,000  
Stipends - Field Site Teacher 2024-2025 and 2025-2026 School Years - Annual stipend of \$1,000 for a total of \$2,000  
Substitute coverage for teachers to participate in implementation supports and CTSO activities - \$500 annually for a total of \$1,000

2. Professional and Contracted Services-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

External Grant Consultants - \$1,500 per year for a total of \$3,000

3. Supplies and Materials-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

Curriculum supplies and materials for implementation of the Education and Training Dual Credit Courses - \$2,000

4. Other Operating Costs-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

CTSO Event/Conference Participation by teacher and students - \$2,000  
TAFE Membership Dues - \$1,000 annually for a total of \$2,000

5. Capital Outlay-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

\$0.00

6. Total Grant Award Requested- Be sure to include the sum of the amounts in all class/object codes and any administrative costs in this total. Only a dollar amount will be accepted for this answer.

\$23,000



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## 2024-2026 Grow Your Own High School Education and Training

### Program Description PS3014 - Program Narrative

#### G. Additional TEA Program Requirements

1. Stipend Recipient Recruitment: Describe the plan to recruit Education and Training teachers and field site teachers who are interested and eligible in participating in the program and receiving stipends. The plan must include strategies to equitably recruit diverse individuals and identify individuals with potential criteria including a demonstrated track record of success and/or achievement, involvement in student organizations and/or school activities, strong evaluation ratings, and strong relationships with students.

The Proposed Utopia ISD Education and Training Program will be presented to the entire Utopia ISD Faculty and Staff for a whole team buy-in approach. The program's mission will be promoted with respective goals and objectives. Data of teacher turn over and student interest inventories will be reviewed to justify the need for this program. Clear job descriptions and defined positions along with the TEA qualification requirements will be shared with faculty, staff, and the Utopia community through various social media platforms. Utopia ISD will target candidates that demonstrate the required qualifications, have a demonstrated teacher evaluation record and student achievement, are involved in campus organizations and committees, are leaders among teachers, have developed great rapport with all, have diverse backgrounds and perspectives. Utopia ISD administration will facilitate meaningful interviews that address the programs goals and objectives and will maintain ongoing communication and follow up with perspective candidate to ensure all questions are answered. By implementing these strategies, we can effectively recruit talented faculty members who are dedicated to the success of the Education and Training High School Program and committed to empowering students to pursue careers in education and related fields.

2. Program Implementation Support: Describe the types of support that will be provided to Education and Training teacher stipend recipients to ensure successful implementation of the curriculum and program. The definition of successful programming should align with the major goals/objectives of the program.

The Utopia Education and Training Program teachers will receive support in the development of the dual credit scope and sequence to align with the program objectives and TEA requirements by allowing them the necessary time to collaborate with Southwest Texas Junior College, TEA, and/or consultants. Teachers will also be allowed to attend professional development sessions that align with the Education and Training Program. Mentoring and Coaching will be available to the teachers if the need presents itself. The availability of instructional technology will be another support for the teachers with technology upgrades as needed. There will be additional student support services to address diverse needs of students enrolled in the Education and Training Program. Services may include: English as a Second Language, 504, Special Education, Gifted and Talented, or Counseling. Administrative support will be facilitated through teacher conferences where teachers can share their successes or challenges and needs with their campus administrator. The quarterly meetings with the Education and Training Team can also serve as support for the teachers and program. Parental involvement in the different Education and Training Program activities can also serve as support for the teachers and students. And lastly, resource allocations to ensure they have the tools and materials to deliver high-quality instruction.



Organization: UTOPIA ISD  
 Campus/Site: N/A  
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County District: 232904  
 ESC Region: 20  
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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6001 - Program Budget Summary and Support**

**Statutory Authority: GAA, Article III, Rider 39, 88th Texas Legislature: Educator Quality and Leadership 40. Educator Quality and Leadership.**

**Part 1: Available Funding**

[View List of SSA Members](#)

Available Funding	
Description	2024-2026 Education & Training
1. Fund/SSA Code	429
2. Planning Amount	
3. Final Amount	\$0
4. Carryover	
5. Reallocation	
<b>Total Funds Available</b>	

**Part 2: Budget Summary**

A. Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. Consolidated Administrative Funds		<input type="radio"/> Yes <input type="radio"/> No
2. Payroll Costs	6100	
3. Professional and Contracted Services	6200	
4. Supplies and Material	6300	
5. Other Operating Costs	6400	
6. Debt Services	6500	
7. Capital Outlay	6600	
8. Operating Transfers Out	8911	
<b>Total Direct Costs</b>		
9. Indirect Costs		
<b>Total Budgeted Costs</b>		
<b>Total Funds Available Minus Total Costs</b>		
10. Payments to Member Districts of SSA	6493	

**B. Pre-Award Costs**

Part 2B Pre-Award Costs is hidden because it does not apply to the funding source(s) for this grant application.



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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6001 - Program Budget Summary and Support**

**C. Breakout of Direct Admin Costs**

Enter amounts in Direct Admin Costs fields if applicable.

Description	Class/ Object Code	2024-2026 Education & Training		
		Program Costs	Direct Admin Costs	Total Costs
1. Payroll Costs	6100			
2. Professional and Contracted Services	6200			
3. Supplies and Material	6300			
4. Other Operating Costs	6400			
5. Debt Services	6500			
6. Capital Outlay	6600			
7. Operating Transfers Out	8911			
<b>Total</b>				



SAS#: ETHSAA24

Organization: UTOPIA ISD  
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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6101 - Payroll Costs**

**Part 1: Total Payroll Costs**

Payroll costs entered on BS6001	
Total Payroll Costs	2024-2026 Education & Training

**Part 2: Number and Type of Positions**

A. Administrative Support or Clerical Staff	
Position Type	2024-2026 Education & Training
1. Administrative support or clerical staff (integral to program)	

B. LEA Positions	
Position Type	2024-2026 Education & Training
1. Professional staff	<input type="checkbox"/>
2. Paraprofessionals	<input type="checkbox"/>
3. Administrative support or clerical staff (paid by LEA indirect cost)	<input type="checkbox"/>

C. Campus Positions	
Position Type	2024-2026 Education & Training
1. Professional staff	<input type="checkbox"/>
2. Paraprofessionals	<input type="checkbox"/>
3. Administrative support or clerical staff (paid by LEA indirect cost)	<input type="checkbox"/>

**Part 3: Substitute, Extra-Duty, Benefits**

Substitute, Extra-Duty, Benefits	
1. For schoolwide personnel (includes staff salary, extra-duty pay/beyond normal hours, and substitutes for staff positions at schoolwide campuses)	<input type="checkbox"/>
2. Extra duty pay/beyond normal hours for positions not indicated above	<input type="checkbox"/>
3. Substitutes for public and charter school teachers not indicated above	<input type="checkbox"/>
4. Stipends for positions not indicated above	<input type="checkbox"/>

**Part 4: Confirmation of Payroll Requirements**

Confirmation of Payroll Requirements	
1. <input type="checkbox"/> The grantee certifies the federally funded portion of this position and duties are reasonable, necessary, allowable and allocable under the applicable federal fund source. The grantee further certifies that it is in compliance with the federal supplement, not supplant provision applicable to each federal fund source. The grantee assures the grant-funded portion of this position and duties meet the purpose, goals, and objectives of the federal fund source. Documentation must be maintained locally by the grantee that clearly demonstrates the allowable and supplemental nature of the position, as required by each federal fund source, and will provide such documentation to TEA upon request.	



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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6201 - Professional and Contracted Services**

**Part 1: Professional and Contracted Services**

Budgeted Costs		
Description	Class/Object Code	2024-2026 Education & Training
1. Rental or Lease of Buildings, Space in Buildings, or Land	6269	
2. Professional and Consulting Services	6219 6239 6291	
<b>Subtotal Professional and Contracted Services Costs</b>		
<b>Remaining 6200 Costs That Do Not Require Specific Approval</b>		
<b>Total Professional and Contracted Services Costs</b>		

**Part 2: Direct Administrative Costs**

Part 2 Breakout of Direct Administrative Costs is hidden because it does not apply to the funding source(s) for this grant application.

**Part 3: Itemized Professional and Consulting Services**

Itemized Professional and Consulting Service (6219, 6239, 6291)	
Description	2024-2026 Education & Training
1. Service: <input type="text"/>	
Specify Purpose: <input type="text"/>	
<input type="button" value="Add Item"/> <input type="button" value="Delete Item"/>	
<b>Total Professional and Consulting Services Costs</b>	



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**2024-2026 Grow Your Own High School Education and Training**

**Program Budget  
 BS6401 - Other Operating Costs**

**Part 1: Other Operating Costs**

Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. <b>Out-of-State Travel for Employees</b> LEA must keep documentation locally.	6411	
2. <b>Travel for Students to Conferences (does not include field trips)</b> Requires pre-authorization in writing.	6412	
3. <b>Educational Field Trips</b> LEA must keep documentation locally.	6412 6494	
4. <b>Stipends for Non-employees other than those included in 6419</b> Requires pre-authorization in writing.	6413	
5. <b>Travel Costs for Officials such as Executive Director, Superintendent, or Board Members</b> Allowable only when such costs are directly related to the grant. If Out-of-State Travel, LEA must keep documentation locally.	6411 6419	
6. <b>Non-Employee Costs for Conference</b> Requires pre-authorization in writing.	6419	
7. <b>Hosting Conferences for Non-Employees</b> LEA must keep documentation locally.	64xx	
<b>Subtotal Other Operating Costs</b>		
<b>Remaining 6400 Costs That Do Not Require Specific Approval</b>		
<b>Total Other Operating Costs</b>		

**Part 2: Direct Administrative Costs**

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### 2024-2026 Grow Your Own High School Education and Training

### Program Budget BS6501 - Debt Services

## Part 1: Subscription-Based Information Technology Arrangement (SBITA) and Capital Lease Liability Costs

Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. SBITA Liability - Principal	6514	
2. SBITA Liability - Interest	6526	
3. Capital Lease Liability - Principal	6512	
4. Capital Lease Liability - Interest	6522	
5. Interest on Debt	6523	
<b>Total Debt Service Costs</b>		

## Part 2: Description of SBITA

**Subscription**

1. SBITA Description:

Subscription Cost:

Fund Source:  Select One  Contract Start Date:  Contract End Date:

## Part 3: Description of Property

**Property**

1. Property Description:

Property Value:

Fund Source:  Select One  Contract Start Date:  Contract End Date:



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### 2024-2026 Grow Your Own High School Education and Training

### Program Budget BS6601 - Capital Outlay

#### Part 1: Capital Expenditures

Budgeted Costs	
Description	2024-2026 Education & Training
1. Library Books and Media (Capitalized and Controlled by Library)	
2. Capital Expenditures for Additions, Improvements, or Modifications to Capital Assets Which Materially Increase Their Value for Useful Life (not ordinary repairs and maintenance)	
3. Furniture, Equipment, Vehicles or Software Costs for Items in Part 2	
<b>Total Capital Outlay Costs</b>	

#### Part 2: Furniture, Equipment, Vehicles or Software

**Items**

1. Generic Description:  Number of Units:

Fund Source:  Total Costs:

Describe how the item will be used to accomplish the objective of the program:



Organization: UTOPIA ISD  
 Campus/Site: N/A  
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## 2024-2026 Grow Your Own High School Education and Training

### Provisions Assurances CS7000 - Provisions, Assurances and Certifications

Provisions, Assurances and Certifications	
1. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all General and Fiscal Guidelines.	General and Fiscal Guidelines
2. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all Program Guidelines.	Program Guidelines
3. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all General Provisions and Assurances requirements.	General Provisions and Assurances
4. <input checked="" type="checkbox"/> I also certify my acceptance and compliance with all Debarment and Suspension Certification requirements. I certify I am not debarred or suspended.	Debarment and Suspension Certification
5. Choose the appropriate response for Lobbying Certification:	
a. <input checked="" type="checkbox"/> I certify this organization does not spend federal appropriated funds for lobbying activities and certify my acceptance and compliance with all Lobbying Certification requirements.	Lobbying Certification
b. <input type="checkbox"/> This organization spends non-federal funds on lobbying activities and has attached the required OMB Disclosure of Lobbying Activities form, as described below.	
Instructions for completing and attaching the <a href="#">Disclosure of Lobbying Activities</a> form. <ul style="list-style-type: none"> <li>• Print and sign the form.</li> <li>• Scan the signed form and save it to your desktop.</li> <li>• Click the <b>Attach Files</b> icon on the Table of Contents page to attach your signed form to this eGrants application.</li> </ul>	
6. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all Program-Specific Provisions and Assurances requirements.	Program-Specific Provisions and Assurances

## SSA Funding Report

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Region	County District	Organization	ADC Submitted Date								
				R:	R:	R:	R:	R:	R:	R:	R:
<b>Total:</b>				R:	\$0	R:	\$0	R:	\$0	R:	\$0