



**2021-2022 Summer Career and Technical Education Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, March 28, 2022**

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, March 28, 2022**.

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 Campus ESC DUNS

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 2021-2022 Summer Career and Technical Education Grant Program Guidelines.
4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2021-2022 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

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. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Perryton ISD is applying for Focus Areas 1 and 2 of the Summer CTE Grant and will partner with Darrouzett ISD for each Focus Area program. Our mission is to engage and empower our students as we educate them. Our goal is to provide innovative programs which allow students to gain real-world experience in industries that lead to high-wage, in-demand jobs in our region. Our need is to engage students in our Welding program of study in new and innovative ways. This grant serves our mission and needs by providing funding for innovative programs, including a Welding I course (FA1) and a Practicum in Manufacturing course with project completion for local businesses (FA2). Both Focus Area programs will be open to students from Perryton ISD and Darrouzett ISD.

FOCUS AREA 1: Perryton ISD will host a Welding I course for 12-15 students from Perryton ISD and Darrouzett ISD. We will target enrollment of incoming 10th grade students who have already completed the Introduction to Welding course. By taking Welding I over the summer, students will have the flexibility to take a dual credit welding course with our IHE partner (Frank Phillips College) during the regular school year. This program will allow students to earn credit for the Welding I class (PEIMS Service ID #13032300) while completing hands-on projects in our welding lab to develop industry-valued technical skills, including vertical, horizontal, overhead, and flat welding. Students will then be enabled to continue in the Welding program of study to complete Welding I, Practicum in Manufacturing, and additional dual credit welding courses offered by Frank Phillips College which will articulate to their postsecondary welding program.

FOCUS AREA 2: Perryton ISD will host a work-based learning program for 12-15 incoming 11th and 12th grade students from Perryton ISD and Darrouzett ISD. Enrolled students must have at least completed the first three courses in our Welding program of study (Introduction to Welding, Welding I, and Welding II). The program will allow students to earn credit for Practicum in Manufacturing (PEIMS Service ID #13033000) and complete projects of value for local businesses. Students will master the Practicum in Manufacturing content over the course of 6-weeks, centered on daily instruction and real-world application of knowledge through completion of valuable projects for local businesses. At a minimum, the local businesses will include F&F Plumbing Heating & Air, Perryton Glass & Overhead Doors, and Miles Mays Construction. These are prominent businesses in our community and have already identified student welding projects that would bring value to their businesses.

Qualifications and Experience for Key Personnel

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
Zane Thomas, Welding Instructor at Perryton ISD, will lead Practicum in Manufacturing & student projects & assist with Welding I (existing position)	Experience teaching welding courses to high school students; industry experience; employee of Perryton ISD
Kolby Born, Welding Instructor at Perryton ISD, will lead Welding I and assist with Practicum in Manufacturing & student projects (existing)	Experience teaching welding courses to high school students; industry experience; employee of Perryton ISD
Kristy Waite, Grant Compliance Coordinator at Perryton ISD, will serve as grant manager and support program implementation (existing position)	Experience managing school district grants, including compliance and reporting; employee of Perryton ISD
Local businesses (individuals vary), will provide projects of value for Practicum students to complete (existing positions)	Industry knowledge; employees of local businesses located in or near Perryton
Lauren Dwiggs, External Consultant, will assist with coordination of activities, data collection, analysis, and reporting (grant funded)	Experience coordinating/facilitating work-based learning experiences for students; Experience collecting and analyzing data for grant programs

Goals, Objectives, and Strategies

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives? **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Perryton ISD will offer two summer programs: a Welding I course (Focus Area 1) and Practicum in Manufacturing with completion of projects of value for local businesses (Focus Area 2), open to students from Perryton ISD and Darrouzett ISD. Perryton ISD's primary objective is to offer innovative summer programs for students aligned with our CTE programs of study in Welding, as well as regional labor market demand leading to high-wage jobs. Our goal is to serve a total of 24-30 students and equip them with valuable career preparation and readiness skills. A long-term goal which will be supported through the summer programs is increasing the number of CTE Concentrators (Code 6) and Completers (Code 7) in our Welding program of study. We will meet these goals and objectives by ensuring our leadership is equipped to support the programs and recruiting students.

FOCUS AREA 1: By August 31, 2022 our goal is for all 12-15 participating students (100%) to have completed the Welding I course and hands-on learning in our welding lab. We will provide the Welding instructor with a co-teacher to facilitate the course and supervise the welding lab projects. The staff will be equipped with instructional materials and supplies in order to ensure student mastery of the applicable welding skills.

FOCUS AREA 2: By August 31, 2022 our goal is for all 12-15 participating students (100%) to have completed Practicum in Manufacturing and the 6 week program with paid project-based learning to provide projects of value to local businesses. We will support the program by providing a lead teacher and co-teacher to teach the class, facilitate the project-based learning assignments, and monitor students at their worksites. Training plans for Practicum students will drive our determination of student growth in both technical and soft skills.

Performance and Evaluation Measures

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. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Perryton ISD will collect data on the demographics of students who enroll in, participate in, and complete each summer program (FA1, FA2), including grade level, race/ethnicity, economically disadvantaged status, as well as whether they have been identified as in need of special education services. We will utilize other data collected for TSDS PEIMS to provide analysis numbers for district leadership and for each of the district school boards. We will ensure that students receive needed wraparound supports (tutoring, coaching, mentorship, transportation, meals) throughout the duration of each program. Our commitment to evaluating student outcomes is consistent with our school district goals and the purpose of the program: to provide meaningful career preparation and readiness skills.

FOCUS AREA 1: Our goal is to have all 12-15 (100%) students who participate in the program receive course credit for Welding I (PEIMS Service ID #13032300) by August 31, 2022 and be prepared to proceed in the Welding program of study with Welding I in the 2022-23 school year. There will be formative and summative assessments throughout the 6-week course. These assessments will be used to guide instruction, determine intervention needs, and evaluate TEKS mastery for course credit. We will also measure student learning objectives and outcomes based on student completion of hands-on learning projects and skill demonstration in the welding lab.

FOCUS AREA 2: Our goal is to have all 12-15 (100%) students who participate in the program to earn credit in the Practicum in Manufacturing (PEIMS Service ID #13033000) course and projects of value to local businesses by August 31, 2022. Formative assessments will be utilized during the Practicum in Manufacturing component of the program to gauge the readiness of students to complete various tasks during the hands-on, work-based learning component during the 6-week program. Competency-based evaluations will be utilized as part of the training plan to record student ability and competency to perform various tasks while on the job. The lead teacher and assistant teacher will meet weekly, at a minimum, with each student to identify areas of strength and growth.

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. **NOTE: If applying for both Focus Areas, applicant must CLEARLY distinguish between the two in your response.**

Perryton ISD offers a robust program of study in Welding (Manufacturing Career Cluster). The program of study follows the course sequence of: Introduction to Welding (Level 1 course), Welding I (Level 2 course), Welding II (Level 3 course), and Practicum in Manufacturing (Level 4 course). Students are also able to take additional, dual credit welding courses through our higher education partner, Frank Phillips College. Students who take Welding I this summer will be able to take Welding II next year, thus progressing through the program of study at an accelerated pace. This will allow them to have room in their schedules to take more dual credit welding courses during their 11th and 12th grade years. Students who take Practicum in Manufacturing this summer will have additional room in their 12th grade schedules to take dual credit welding courses. We currently do not allocate local funds to provide summer Welding programs/courses to students. This would be grant funded. We do believe this program will provide valuable insight as to the feasibility of offering summer welding courses in future years.

FOCUS AREA 1: Local funds will be utilized to provide instructional materials for the Welding I course. This grant will fund the following:

Payroll (6100): \$26,306 has been budgeted in this category to provide extra-duty pay to the two teachers (lead teacher, assistant/co-teacher), as well as the grant manager who will be supporting the program implementation, course instruction, and business office/fiscal agent. Required benefits contributions have also been accounted for in this calculation. Professional & Contracted Services (6200): \$4,000 has been budgeted in this category to 1) pay a contracted services provider to provide program design/general project management and data collection and analysis support. Supplies & Materials (6300): \$17,550 has been budgeted in this category to procure supplies and materials for the Welding II course, including safety gear, project-based learning materials, and consumable welding materials. Other Operating Costs (6400): \$1,124 has been budgeted in this category to cover any transportation expenses incurred as part of offering the program to students from both school districts. Capital Outlay (6600): \$0 has been budgeted for capital expenditures as no large equipment is necessary for the completion of this summer program. Indirect Costs: \$1,020 has been budgeted for indirect costs.

FOCUS AREA 2: Local funds will be utilized to provide instructional materials for the Practicum in Manufacturing course. Local resources will be utilized to provide the majority of transportation for this focus area. This grant will fund the following:

Payroll (6100): \$36,470 has been budgeted in this category to provide extra-duty pay to the lead teacher and assistant teacher for the Practicum and project-based learning assignments at local businesses, as well as the grant manager who will be supporting the project-based learning placements, course instruction, and business office/fiscal agent. Funds have been allocated to provide student stipends for their project-based learning assignments (working on projects of value for local businesses over the 6-week program) at a value of \$1,000 each for 15 students. Required benefits contributions have also been accounted for in this calculation. Professional & Contracted Services (6200): \$3,500 has been budgeted in this category to 1) pay a contracted services provider to provide work-based learning support, general project management support, and data collection and analysis support. Supplies & Materials (6300): \$9,100 has been budgeted in this category to procure supplies and materials for the Practicum course, including safety gear, project-based learning materials, and consumable welding materials. A small portion of the funds have been budgeted for the procurement of shirts for the students to wear during their project placements around our city in order to differentiate them from employees or customers at the local businesses. Other Operating Costs (6400): \$75 has been budgeted in this category to cover any transportation expenses incurred through the program that are unable to be covered by local funds and resources. Capital Outlay (6600): \$0 has been budgeted for capital expenditures as no large equipment is necessary for the completion of this summer program. Indirect Costs: \$855 has been budgeted for indirect costs.

Program Requirements

1. **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.

Perryton ISD offers a robust program of study in Welding (Manufacturing Career Cluster). The program of study follows the course sequence of: Introduction to Welding (Level 1 course), Welding I (Level 2 course), Welding II (Level 3 course), and Practicum in Manufacturing (Level 4 course). Students are also able to take additional, dual credit welding courses through our higher education partner, Frank Phillips College. Students who take Welding I this summer will be able to take Welding II next year, thus progressing through the program of study at an accelerated pace. This will allow them to have room in their schedules to take more dual credit welding courses during their 11th and 12th grade years.

Perryton ISD intends to enroll/serve 12-15 students through Focus Area 1. Enrollment will be open to students from Perryton ISD and Darrouzett ISD. We will target enrollment of incoming 10th grade students (current 9th grade students) who have already completed the Introduction to Welding (Level 1) course. The course will be taught by one of our welding instructors and co-taught/assistant taught by another welding instructor to provide additional support in the welding lab. This program will allow students to earn credit for the Welding I class (PEIMS Service ID #13032300) while completing hands-on projects in our welding lab to develop industry-valued technical skills, including vertical, horizontal, overhead, and flat welding. Students will then be enabled to continue in the Welding program of study to complete Welding I, Practicum in Manufacturing, and additional dual credit welding courses offered by Frank Phillips College which will articulate to their postsecondary welding program. Careers in welding are high-wage, in-demand occupations in our region. Many local and regional businesses seek to hire qualified candidates for employment and value the instruction Perryton ISD provides through the Welding program of study.

2. **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.

Perryton ISD offers a robust program of study in Welding (Manufacturing Career Cluster). The program of study follows the course sequence of: Introduction to Welding (Level 1 course), Welding I (Level 2 course), Welding II (Level 3 course), and Practicum in Manufacturing (Level 4 course). Students are also able to take additional, dual credit welding courses through our higher education partner, Frank Phillips College. Students who take Practicum in Manufacturing this summer will have room in their schedule to take additional dual credit welding courses during their 12th grade year.

Perryton ISD will host a work-based learning program for 12-15 incoming 11th and 12th grade students from Perryton ISD and Darrouzett ISD. Enrolled students must have at least completed the first three courses in our Welding program of study (Introduction to Welding, Welding I, and Welding II). Our work-based learning model will be centered on project-based learning. The program will allow students to earn credit for Practicum in Manufacturing (PEIMS Service ID #13033000) and complete projects of value for local businesses. Students will master the Practicum in Manufacturing content over the course of 6-weeks, centered on daily instruction and real-world application of knowledge through completion of valuable projects for local businesses. The course will be taught by one of our welding instructors and co-taught/assistant taught by another welding instructor to provide additional support for the project-based learning portion of the program. At a minimum, the local businesses will include F&F Plumbing Heating & Air, Perryton Glass & Overhead Doors, and Miles Mays Construction. These are prominent businesses in our community and have already identified student welding projects that would bring value to their businesses.

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.

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Amended Section

Reason for Amendment

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