



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.

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, March 28, 2022**.

Grant period from

Pre-award costs permitted from

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.**

Sinton ISD is planning to implement a Summer Bridge Program that will provide ongoing benefits to our CTE program. Our mission is to provide "innovative leading, teaching and learning; igniting a passion in every teacher and every student". This enables our students to be capable of thinking critically to solve problems. In our ever-changing world, Sinton ISD provides a system of educational equity and access based on appropriate curriculum and effective instruction that is supported by our families and community. Within our school, we have a highly successful Agricultural Education (AgEd) program. This program embodies the three integral core components of AgEd: classroom/laboratory, FFA and Supervised Agricultural Experiences (SAE). The AgEd program prepares students for successful careers and provides opportunities for leadership development, and personal growth. However, one of our most challenging obstacles for our AgEd students is to complete their program of study within the prescribed four years of high school study. The students need more time in their schedules to complete the course requirements of work-based learning (WBL).

To rectify this problem, Sinton ISD will provide the Sinton/Odem-Edroy Agricultural Leadership a Summer Bridge Institute (Summer Institute). The Summer Institute will bridge the gap of time needed. The goal of the Summer Institute is for incoming freshmen (9th graders) to receive credit for Principles of Agriculture, Food, and Natural Resources (AFNR) (PIEMS # 13000200). In addition, the students will have the opportunity to receive an Industry Based Certification, (Floral General Knowledge Certification with TSFA). As incoming freshmen with this credit the students will be able to immediately begin their pathways and participate in FFA Leadership and Career Development Events. This will not only allow them to complete their pathway but will allow them to gather more degrees and awards in the local FFA chapter and more opportunities to receive scholarships through FFA.

Odem ISD, a neighboring district, has agreed to partner with Sinton ISD, in order to meet the needs of their incoming freshmen. Their students need to have the same advantage afforded to them. The Summer Institute will be administered by the staff of Sinton ISD, but both districts will collaborate to ensure all the needs of the course and the students are met. Unfortunately due to the advanced pace and rigor of the summer institute, we will limit the enrollment to 10 students.

In the near future Sinton ISD would like to include the Principles of AFNR as a part of the middle school curriculum, thereby eliminating the need for the Summer Institute. The students that successfully complete the Summer Institute will be the trailblazers of the freshmen AgEd students.

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
3 INSTRUCTORS (Existing) – Will provide high-quality planning and instruction	Agriculture Science Teachers- SBEC Teacher Certification- Agricultural Science and Technology (6-12) All with 3 or more years of experience of teaching Agriculture Science
Federal and Special Programs Director (Existing) – Responsible for overseeing the program and ensuring that all performance measures are met.	20 years experience in education and 10 years as Federal and Special Programs Director. Experience managing federal and state programs, budgets, personnel, and compliance
STEM DIRECTOR (Existing) - Responsible for supervising the grant implementation as well as ensuring all data is reported back to TEA.	Experiences as a STEM Director for 8 years and a total of 28 years of experience in education. The Director will facilitate the day to day operations of the grant project and guidance, support, and resources.

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.**

As previously mentioned, AgEd prepares students for successful careers and provides opportunities for leadership development and personal growth. The goal of our Summer Bridge Institute is to offer incoming 9th graders the Principles of AFNR course. By earning this high school credit in the foundational course, the student will be able to immediately enter his/her AgEd program of study.

To achieve the maximum learning of the course, the instructors will integrate the TEKS through five themed sections. The sections will be taught following the project based learning framework. The students will demonstrate their knowledge and skills by engaging in hands-on activities combined with collaboration, critical thinking, and metacognition and problem solving strategies in a meaningful project.

Each section will have a culminating project or event to explicitly represent or assess the student 's performance or mastery of the TEKS. The student will also be afforded the opportunity to participate in work-based learning. Some of the projects will be used to further their AgEd experience or will be used for other educational purposes by high school students in different curricula.

Additionally, career exploration trips will be correlated with the topics. Industry Presentations by business professionals will also be spaced throughout the course. This is a fast pace course and will take dedication by the student and instructor to successfully complete it.

Sinton ISD transportation department will provide access to this facility to ensure all students have equal access to the Summer Bridge Institute.

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.**

Student outcomes will be measured through quantitative and qualitative outcomes as they navigate the course objectives guided by the instructors. As students work through each of the five key areas of coursework, they will engage in project-based learning projects. Each project will be evaluated using a pre-designed rubric as a scoring guide designed to show mastery of the TEKS of the course. Each student must maintain an 80% mastery level and meet the state requirements for attendance to obtain the high school credit.

The student will complete requirements and pass the test for the industry certifications offered by the Summer Institute.

The success of the Summer Institute will be measured by the number of students entered in the summer program, number of students completing the summer program; and the number of students who complete their Program of Study, including meeting the requirements for work-based learning by graduation. Another performance measure of the participating students will be an increased number of degrees and awards in the local FFA Chapters, successful completion in Leadership and Career Development Events.

The data collected will help the district determine whether or not the course Principles of AFNR should be positioned in the middle school curriculum.

Our goal is to promote the Summer Institute incoming freshmen from Sinton and Odem-Edroy in order to serve the maximum number of students. Sinton ISD administrators will oversee the program, coordinate with the neighboring ISD staff to ensure that this program is successfully implemented and that students have met the criteria to earn the high school credit.

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.**

The proposed budget will support the goals of the program, including needs based on staffing, supplies and materials, contracts and travel. The proposed budget included direct and indirect costs. Direct costs related to the program will include personnel extra duty pay, supplies and materials, and travel expenses.

- * Professional Staff Extra-Duty Pay has been budgeted.
- * Support Extra-Duty Pay has been budgeted to cover the cost of CTE teachers to develop, implement and monitor the Sinton/Odem-Edroy Agricultural Leadership Summer Bridge Institute.
- * Costs for each certification
- * Funds have been allocated to cover the cost for bus drivers to transport students to and from the Sinton/Odem-Edroy Agricultural Leadership Summer Bridge Institute and to any Extended Learning Experiences.
- * Employee Benefits have been included
- * Funds have been allocated for supplies and materials necessary to facilitate the project-based learning activities to support the acquisition of course related TEKS connected to the integration of career and technical education skills.
- * Instructional materials
- * Overhead ... Indirect Costs

High-level snapshot of funds currently allocated to similar programs: Currently, there is an absence of funds paid to support this type of Summer Bridge Program. However, funds are currently used to support the cost of facilities, transportation, cafeteria personnel, curriculum and instructional materials, and instructional staff for similar curricular activities. These activities are currently funded through local and state vocational funds, the Texas Department of Agriculture Summer Feeding Program, and multiple state and federal funds leveraged to support CTE programs.

Adjustments to meet future needs: The implementation of the Sinton/Odem-Edroy Agricultural Leadership Summer Bridge Institute will allow Sinton ISD to further develop a more sustainable and beneficial CTE Program. The Principles of AFNR course will be offered at the middle school level, therefore, allowing students to gain high school CTE credits. This will provide increased opportunities for the students to acquire work-based learning experiences in high school. Sustainability will be based on student interest and the collaborative leveraging of local, state, and federal funds.

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.

Sinton ISD will offer a Sinton/Odem Agricultural Leadership Summer Bridge Institute in the Agriculture Pathway. The bridge program will offer the Principals of Agriculture, Food, & Natural Resources course to incoming Sinton ISD and Odem-Edroy ISD 9th grade students. The Principles of AFNR is the foundational course for each Program of Study under the Career Cluster of Agriculture, Food and Natural Resources.

The course will be offered four hours per day, four days per week for five weeks. The total course will be 80 hours. The course will be presented in five thematic sections and will also include career exploration trips as well as business professional presentations. These trips and presentations may be held on Fridays or in the afternoons, depending on the scheduling and availability.

The course is designed to engage and support 10 students.

Currently the Programs of study within this cluster that are offered at the high school are:
Animal Science, Applied Agricultural Engineering, and Plant Science.

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.

[Empty response box for Focus Area 2]

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