



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

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**.

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

Application stamp-in date and time

TEA must receive the application by **11:59 p.m. CT, March 28, 2022**.

Grant period from **April 29, 2022-September 30, 2022**

Pre-award costs permitted from **Award Announcement Date**

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 **Bowie ISD** CDN **169-901** Campus **Bowie High** ESC **9** DUNS **010477313**

Address **404 E Williams Street** City **Bowie** ZIP **76230** Vendor ID **75-6000221**

Primary Contact **Christie Walker** Email **christiewalker@bowieisd.net** Phone **940-689-2859**

Secondary Contact **Salli Page** Email **salli.page@bowieisd.net** Phone **940-689-2802**

Certification and Incorporation

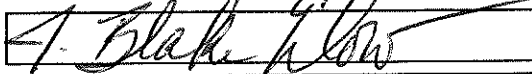
I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized 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 **J Blake Enlow** Title **Superintendent**

Email **blake.enlow@bowieisd.net** Phone **940-872-1151**

Signature  Date **03/28/2022**

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.**

Overview of the Program: Bowie Independent School District is going to implement both a Focus Area 1 Bridge Program and a Focus Area 2 Work-Based Learning Program for students. Bridge students will be incoming 8th and 9th graders and Work-Based Learning Program students will be incoming 11th and 12th graders. Students showing need indicators such as at-risk, single parent household, academic need, and English language learner will be given priority.

Mission: BISD's mission is a partnership with our parents and our community, to promote the intellectual, emotional, social, and physical development and well-being of each student and to create a flourishing environment and educational experience that empowers all students to be successful at their highest level in order to lead a meaningful life in an ever-changing world. The summer Bridge and WBL program aligns with the district mission by providing quality instruction opportunities to every student in a safe setting where students can gain academic and hands-on experience, paving their way to becoming life-long learners.

For Focus Area 1, BISD will offer course credit for students wishing to pursue the Teaching and Training Program of Study. Students will be able to receive course credit in Child Development which is a prerequisite for the Instructional Practices course that will be a new course offering in the 2022-2023 school year. By offering this course, students that were not enrolled in Child Development during the 2021-2022 school year will be able to complete the Teaching and Training Program of Study. Also, for incoming 8th and 9th graders the Bridge Program will focus on our current programs to allow the students to make a better choice of the Pathway they choose during high school. Clusters included will be Agriculture, Food, and Natural Resources, Arts & Audio Visual, Education and Training, and Culinary Arts.

Grant funding will pay supplemental pay for teachers, supplies, and equipment to administer the bridge.

For Focus Area 2, BISD will offer Work-Based Learning opportunities within the areas of Agriculture, Food, & Natural Resources and Business, Marketing & Finance. Students will be paid through BISD as student workers and will be able to earn credit in Practicum and Career Prep courses. Grant funding will provide for supplies, student worker payroll, and supplemental pay for overseeing teachers.

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
Teachers for Bridge Program and WBL courses	Texas State Teaching Certification in applicable areas
Paraprofessional support	Educational Aide certificate
Counselor	Texas counselor certification and ability to evaluate course sequencing and pathways for individual student enrollment.
Program Administrator	Knowledge of CTE Programs, scheduling, and Grant Application and reporting process

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.**

Focus Area 1 Program Goals: The district's goal of exposing students to their future career pathways, especially those currently offered at Bowie ISD, prepares students for success in college, career, and military service. The week long program will expose students to specific TEKS through hands-on activities from the variety of offerings available including Floral Design, Horticulture, Animal Science, Culinary Arts, Photography, Health Science, Agriculture Mechanics, and Sports & Entertainment Marketing. Through systematic rotations students will be introduced to the programs which will help them decide which career pathway is of interest to them as they plan their Personal Graduation Plan. In addition to the bridge program students enrolled in the Child Development course will successfully complete the course requirement to ensure Program of Study completion.

Focus Area 2 Program Goals: The district's goal of allowing students to experience employment first hand will ensure that students are not only gaining academic knowledge, but improving technical and employability skills. Students will pursue employment in the Agriculture and Business Pathways that are aligned with high skills, high-wage, in-demand occupations. Students will be provided activities to increase learning and develop employability skills in actual workplaces, gain a smoother transition into the workforce, and improve options for post-secondary employment. The district will partner with the maintenance and agriculture departments as well as local business to provide these opportunities.

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.**

Focus Area 1 Performance and Evaluation Measures: 1) Student diversity as collected by PEIMS data, 2)Number of student served, and 3)Program Completion as based on 90% attendance rate.

Focus Area 2 Performance and Evaluation Measures: 1) Student diversity as collected by PEIMS data, 2)Number of student served, 3)Program Completion as based on 90% attendance rate and mastery of TEKS covered, 4)Business Participation as measured by Partnership Agreements, 5) Total Earnings as measured by payroll data.

Tools used to measure performance and successful program outcomes will include student and stakeholder surveys, work-based applications, attendance records, and PEIMS data. Future indicators of success will be the number of students who complete four credit within the same Program of Study.

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 program will include direct and indirect costs. The direct costs include personnel. The direct costs include personnel, supplies/materials, contracted consultants, non-employee fees, plus travel expenses.

1. Payroll - \$25,000 (\$11,750/\$13,250)

*Payroll costs for teachers that will provide instruction in the identified CTE courses;

* Cost for Program Director or oversee the Summer Career and Technical Education Program; and

*Benefits for all staff members paid through this grant.

*Provide stipend pay for each student participating in work-based instruction.

2. Professional and Contracted Services - \$5,000 (\$3,000/\$2,000)

*Fees associated with the education and training through professional and certified instructor in the industry.

3. Supplies and Materials - \$60,000 (\$50,000/\$10,000)

*Grant funds will be used to utilize supplies, equipment, and resources that are needed for the Bridge Program that will give special attention to specific skills such as drones, specialized baking equipment, Real care dolls, photography equipment, and a supply bag for each participant in Focus Area 1. Focus Area 2 will include supplies and equipment for student employees to update greenhouse, specific software for personnel tracking, and a web based job board employers to match with potential employees.

4. Other Operating Costs - \$10,000 (\$5,000/\$5,000)

* The district will cover the cost for travel for students to be picked up and dropped off from the program.

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.

Programs of Study and the CTE courses in this program will be covered include: Drone Technology in Agriculture, Animal Science, Plant Science, Culinary Arts, Education and Training, Design & Multimedia Arts, and Medical Therapy. Incoming 8th and 9th grade students will be exposed to each Program of Study over a 2 week period, Monday - Thursday for 4 hours per day over a rotating schedule. It is expected that 50 students will benefit from the Bridge Program.

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.

The district has chosen to establish and monitor an internship program with the ISD's Facilities/Agriculture Department to assist in maintaining the Plant Science and Agriculture facility over the summer months. In addition to making students more marketable in the targeted field, these work-based learning experiences will provide students the opportunity to strength soft skill areas such as communication, enthusiasm, attitude, teamwork, problem solving, critical thinking, and professionalism.

We will also partner with A Cottage Florist, a local small business that has been hit with staffing shortages due to COVID, and limited resources due to damage incurred by a tornado. Students who have achieved their Texas State Floral Association certification will have the opportunity to interview and work for the business during the summer to build on their current knowledge of the industry.

These types of skills will give them a competitive advanced for achieving their career goals.

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