



2023-2025 Grow Your Own Grant Program, Cycle 6
Letter of Interest (LOI) Application Due 11:59 p.m. CT, October 13, 2022

NOGA ID

Authorizing legislation

General Appropriations Act, Article III, Rider 40, 87th Texas Legislature

This LOI application must be submitted via email to **competitivegrants@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, October 13, 2022**.

Application stamp-in date and time

Grant period from **February 9, 2023 to April 30, 2025**

Pre-award costs are **not** permitted for this grant.

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
2. Attachment 1: Pathway Selection and Participation

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 a 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 upon request.

Statutory/Program Assurances

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

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2023-2025 Grow Your Own Grant Program, Cycle 6 Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2023-2025 Grow Your Own, Cycle 6 Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.

PATHWAY 1:

- 5. LEAs must have a signed letter of commitment or MOU for Education & Training teachers that receive a stipend through the Grow Your Own Grant by May 31, 2023. These participating teachers must commit with the MOU to, at minimum, teach the Education and Training courses and, if applicable, establish and/or grow a chapter of a Career Technical Student Organization (CTSO) as a condition of receiving the stipend.
- 6. The MOUs for Education and Training teachers must include, at minimum, content outlined on page 11 of the Program Guidelines.
- 7. If implementing dual credit Education and Training courses, the LEA must have a signed letter of commitment or MOU for the partnering IHE by May 31, 2023. This MOU should include, at minimum, content outlined on page 11 of the Program Guidelines.
- 8. The LEA will retain documentation locally of each letter of commitment or MOU and submit to TEA upon request.
- 9. 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 2023-2024, and at least both stated courses in 2024-2025, with the teachers receiving the stipend as teachers of record for both courses or either course. *Please see example on page 9 of the Program Guidelines.
- 10. To receive a stipend for teaching dual credit, the LEA assures the Education and Training teacher holds a master's degree in an education-related field and be the teacher of record for at least one dual credit course section in 2023-2024 and two dual credit course sections in 2024-2025 within the Education and Training course sequence.
- 11. All LEA high schools must establish and/or grow a chapter of a CTSO that supports the Education and Training career cluster through either the Texas Association of Future Educators (TAFE) or Family, Career and Community Leads of America (FCCLA) and participate in at least one competitive event per year.
- 12. The LEA assures that all LEA high schools will participate in an initial TEA-led Teacher Institute in Summer 2023. Education and Training teacher stipend recipients are required to attend the entirety of the Institute. Principals, counselors, and LEA grant managers are only required to attend the first day. Participants who attended any previous Grow Your Own Summer Institute must still attend. IHE/EPP partners and student ambassador attendance is optional but recommended.
- 13. The LEA assures that each Education and Training teacher stipend recipient will pilot the TEA Education and Training curriculum if they are not currently using a high-quality Education and Training curriculum.
- 14. 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.
- 15. The LEA assures that Education and Training teacher stipend recipients will 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.

Statutory/Program Assurances Cont'd

- 16. 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.
- 17. LEAs shall develop a marketing and recruitment plan to grow enrollment in high school Education and Training courses. Upon request by TEA, all LEA high schools will submit their plan for marketing and student recruitment.
- 18. LEAs 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.
- 19. All grant-funded teachers must be identified and submitted to TEA by May 31, 2023.

PATHWAY 2:

- 20. LEAs must have a signed letter of commitment or MOU for each candidate that receives a stipend through the Grow Your Own Grant by May 31, 2023. All candidate stipend recipients must commit with a MOU, at minimum, to remain at the LEA for an agreed upon length of time in a full-time teaching role as a condition of receiving the stipend.
- 21. The MOUs for candidates must include, at minimum, content outlined on page 13 of the Program Guidelines.
- 22. LEAs must have a signed letter of commitment or MOU from each accredited EPP (see Eligible Applicants section of the Program Guidelines) that will partner with the LEA to award teacher certifications to all candidates (those earning a bachelor's degree and teacher certification and certification-only candidates) by May 31, 2023.
- 23. The MOUs for EPPs must include, at minimum, content outlined on page 13 of the Program Guidelines.
- 24. The LEA will retain all MOU documentation locally and submit to TEA upon request.
- 25. LEAs must allow reasonable paid release time and schedule flexibility, as determined by the LEA, for candidates to complete their degree and certification course requirements while engaged in the grant program.
- 26. All certification-only candidates within a LEA will be certified by the same partner EPP as a cohort managed collaboratively by the LEA and EPP.
- 27. The LEA assures that candidate 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 grant programming.
- 28. If positions are available that can be appropriately filled in alignment with candidates' certification area(s), LEAs must commit to hiring/retaining candidates upon successful completion of their teacher certification to serve as a teacher of record in the LEA by the start of the 2025-2026 school year.
- 29. LEAs must, upon request, submit reports on progress towards performance measures to TEA.
- 30. The names of all grant-funded teachers and/or candidates must be identified and submitted to TEA by May 31, 2023.

ALL PATHWAYS:

- 31. If a teacher or candidate is unable to continue with the grant program, the LEA must file an application amendment and provide TEA with an update of the new amount and type of stipend recipient(s) within 30 days of notification.
- 32. LEAs must file application amendments within seven days of a request from TEA.

Program Description

Describe how the Grow Your Own program will be implemented with grant funds and how the grant will address the LEA's teacher pipeline needs.

The GYO will be implemented by our Education and Training teacher Ms. Begnaud. She would like to pilot the curriculum for her students and get our students eventually to do practicums and get education certifications while they attend Hamshire-Fannett High School. Ultimately, these students will come back and teach at one of our Hamshire-Fannett ISD campuses.

Qualifications and Experience for Key Personnel

Outline the required qualifications and experience for key personnel to be involved in the implementation and delivery of the program. Include each of the following individuals (when applicable) and a description of each role: 1. The LEA's grant manager; 2. LEA leaders involved in program implementation; 3. The campus principals for participating Education and Training high schools; 4. the college/career counselors for participating Education and Training high schools; 5. Education and Training teachers; 6. Education and Training field site teachers for Instructional Practices and/or Practicum courses; 7. Any other personnel responsible for implementing the grant.

Title and Responsibilities of Position

Jon Burris is the grant manager. He will be involved in all grant related paperwork

Dr. Paul Shipman is the High School Principal.

Heather Begnaud is the Education and Training teacher that will be implementing the required curriculum

Casey Hamcock is our High Education Coordinator that facilitates students career paths.

Goals and Objectives

Describe the major goals/objectives of the proposed Grow Your Own program. Describe the talent management strategy, (including the LEA's approach to recruiting, hiring, and retaining qualified teachers) related to those goals/objectives.

Hamshire-Fannett High School is committed to fostering student interest in teaching and aiding students in their journey through the teacher pipeline. The deficit in qualified teachers has been keenly felt in our district, as we are a rural community and are not able to provide salaries commensurate with wealthier districts. We have a very personal interest, therefore, in obtaining and retaining high quality teachers. Individuals who are personally invested in the district and in the community are the best candidates for retention and growth. If HFHS can nurture the interest and careers of students who show an interest in and talent for teaching, those students are far more likely to become a permanent part of our HF teaching community. A further goal of the HF Education and Training program is to implement marketing strategies that will allow students currently enrolled in the E&T endorsement programs to use their knowledge and passion to attract other students to enroll in courses that will put them on a long-term track to achieve a teaching career. We currently have a plan, in coordination with our district 's middle school, for E&T students to be present when the eighth grade students are planning their high school schedules. There have been a number of students who began the program too late to reap the benefits of the entire program, and we hope to put incoming freshmen on the right track earlier through peer involvement. District administration has implemented strategies that will aid in attracting and retaining talented teachers. Some of these strategies include longevity pay and raises as the budget allows, funding for and encouragement of professional development opportunities, and ongoing mentoring, support and alignment opportunities. Much like our Education and Training program, which focuses on fostering student teacher growth and interest, HF wishes to encourage career teachers to continue to grow in their fields, to increase in their love of teaching, and to alleviate typical stresses inherent in the profession.

Progress Monitoring and Evaluation Measures

Describe how the performance measures identified for this program are consistent with the purpose of the program and related to teacher pipeline needs. Include the tools and processes used to measure performance and the extent to which the major goals and objectives of the grant are met.

Our primary performance measure is to grow the number of students in the program, which is in perfect keeping with TEA 's Grow Your Own program. As our program is only four years old and few students were aware of these courses as an option, the number of students who have been able to complete all classes in the program prior to graduation is small. There are currently only two students in our Instructional Practices course, one in our Practicum, and 16 students in a single Principles of Education and Training class. Our goal is to retain that number for the entire duration of the program. We further wish to increase freshman enrollment in this program with our peer marketing initiative, which will increase enrollment in the Principles class. As a result, by the 2024-2025 school year, our goal is to be able to provide two Principles of Education and Training classes with a total of 30 students. This year is the first time HF has offered dual credit E&T courses, and we hope to increase our number from 1 this year to 10 within the next two years. The shortage of teachers in Texas and in our own district creates an urgency to retain current E&T students and recruit more. The retention and enrollment numbers will be monitored and maintained by the grant manager to ensure an acceptable trajectory of growth so that specific evaluation measures will be reached.

Budget Narrative

Referencing the applicant's budget workbook and the Application Funding section of the Program Guidelines, outline the proposed budget and amounts for allowable uses of grant program funding. This should also match the Pathway Selection and Participation section of this application.

The budget will comprise stipends for the Education and Training/field site teacher, attendance at the Grow Your Own Institute in 2023, and membership and growth in the Texas Association of Future Teachers. The Education and Training teacher, Heather Begnaud, is also the field site teacher, and her stipend will be \$7,500 over two years (\$3,750 per year). HF will also be sending four individuals to the GYO Institute next summer. Last year, we sent four individuals to the conference (although we did not end up accepting the grant that year) and the total cost was \$1,363. We will be asking for \$1,500 to cover the costs for the upcoming Institute. Finally, HF does not have an established CTSO. We will be joining TAFE and instating a new chapter. We are asking for \$5,000 to cover the costs of membership fees, recruitment, projects, and supplies.

Sustainability Plan

Describe the sustainability plan for the Grow Your Own Program beyond the timeline of grant funding. The plan should address how a high-quality program will be maintained, including clear action steps beginning in the first year of grant funding and a demonstrated ability to leverage and coordinate resources to increase the LEA's capacity to strengthen the local educator pipeline and make progress on sustainability. This may include the use of other local, state, and/or federal resources. Consider also how the Grow Your Own program may be integrated into, be supported by, and provide support for existing LEA or EPP initiatives and/or priorities.

HF is already working toward long-term sustainability with regards to its Education and Training program. We intend to focus on three primary areas of sustainability: financial, community support, and organizational support. Firstly, with regards to financial support, HF intends to seek local funding for teaching programs, as well as pursuing funding through grant opportunities. Our financial and community support sustainability plan intertwines in that the pressing need for excellent teachers in our school is one that everyone in our community is aware of and interested in supporting. If a reasonable plan to generate young teachers with a personal investment in our school and community is proposed, there will certainly be a supportive response, especially from parents with children still in the district and school alumni. Furthermore, the presence of our Instructional Practices and Practicum students in the elementary and intermediate schools has been very well received by teachers, administrators, and parents, as it opens up new and exciting opportunities for educational experiences for everyone. We have also made appearances at our local Mother 's Day Out and pre-K programs. The enthusiasm of these young, passionate future teachers has been infectious, and with our social media presence, our community is aware of and excited by the Education and Training program. Our organizational support is already tremendous, but we hope to continue to build rapport with the administration and teachers at other campuses, focusing on building trust and maintaining excellence within the program. The Education and Training program has a number of benefits to offer other campuses in terms of enthusiastic young future teachers, innovative teaching projects, and increased resources. The Education and Training program has been well received and supported by everyone in our school district and continued excellence in program management, student involvement, and teaching projects, as well as ongoing social media presence, will ensure that this will continue.

Stipend Recipient Recruitment

Describe the plan to recruit Education and Training teachers within Pathway 1 and/or candidates within Pathway 2 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. Pathway 1:** For Education and Training teachers, a demonstrated track record of success and/or achievement, involvement in student organizations and/or school activities, strong evaluation ratings (if applicable), and strong relationships with students (if applicable). **B. Pathway 2:** For candidates, a desire and commitment to teach long term in the LEA and/or region, strong evaluation ratings (if applicable), and strong relationships with students (if applicable).

We feel that the best way to recruit Education and Training teachers is through the program itself. As has already been mentioned, the response to the program has been excellent and veteran teachers at other campuses in the district are extremely invested in bringing up talented young people interested in teaching. Furthermore, mentor teachers are consistently encouraged and given opportunities to pour suggestions and wisdom into the program. Giving teachers already in the district ownership in the program will likely make further investment in the program attractive.

Additionally, our goal of creating a chapter of TAFE and increasing our presence there, of an ongoing social media presence, and of marketing strategies specifically aimed at attracting students into the program, but which can be expanded to target talented Education and Training teachers as well, will all draw educators to our district. Furthermore, Hamshire-Fannett is a close community that loves its schools and teachers. Advertising the warmth and support of our little district will certainly be attractive to potential Education and Training teachers.

Stipend Recipient Memorandums of Understanding (MOUs)

Referencing the Program-Specific Assurances in the Program Guidelines, describe the MOUs in which: **A. Pathway 1:** Education and Training teacher stipend recipients agree to meet grant requirements and any other terms set by the LEA; **B. Pathway 1:** IHE that will partner with the LEA(s) to implement dual credit Education and Training courses and commit to supporting the Education and Training teachers and course implementation (if applicable); **C. Pathway 2:** Candidate stipend recipients commit to remain in the LEA for an agreed upon length of time as a condition of receiving the stipend and if a position is available, the LEA commits to hiring/retaining candidates with satisfactory program completion/job performance; **D. Pathway 2:** Accredited EPPs that will partner with the LEA(s) to award teacher certifications to candidates and commit to supporting candidates with completion of their teacher certification and supporting LEA(s) with implementation of the grant program.

The MOU for the grant recipient in Pathway 1 is included in the packet that I am sending . We will be partnering with Lamar University for our IHE MOU.

CDN Vendor ID

Amendment #

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