



**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.**

Connally Career Tech High School, a PTECH designated campus in the College and Career Readiness School Model network has partnered with local area high schools through Triple Win Waco to provide Career Tech students with Work-Based Learning (WBL) internships for the Summer of 2022. Triple Win Waco provides WBL to local students at its central location that is home to a 15,000 sqft Makerspace, another 15,000 sqft of dedicated FabLab for large scale commission builds like food trucks, as well as offices for business incubator and coworking, and space for competitive STEM teams like robotics and racing. Located in Downtown Waco, Triple Win's campus hosts an ecosystem and thought leadership in STEM for makerspace members, startup businesses, engineering design, and advanced manufacturing. Each student will gain valuable skills to better be equipped for the modern and every changing workforce through confident problem solving. Executive Function development in young learners through Entrepreneurial experiences are proven indicators of successful workforce development across many careers while promoting confident-problem solving and emotional intelligence growth. Career Tech students will take part in the Mechatronics and Business summer internships to gain Work-Based Learning experiences as a part of Focus Area 2 alongside students from several area high schools. Career Tech students will work directly with Rogue Capital Investments and subsidiary company, Waco Pedal Tours. Available to level III and level IV program of study students in Business and Engineering, the internships will provide the opportunity for students to earn Practicum in Business Management (Service ID 13012200) or Practicum of Science, Technology, Engineering, and Math (Service ID 13037400) as well as dual-credit from Texas State Technical College as a well as leadership professional development. Waco Pedal Tours has been a phenomenal partner of Triple Win Waco since the CTE Summer Grants in 2020 to provide WBL not only in the mechanical design and fabrication of the complex electrical vehicles but in customer relations, finance, and small business operations of the parent company Rogue Capital. After the 2020 summer internships, Waco Pedal Tours and Rogue capital have been able to hire more than ten previous CTE Summer interns to part-time and full-time positions after graduation.

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
Connally Program Coordinator	Bachelors Degree, Masters Degree with Texas Teaching Certification, Career and Technical Education
WBL Teacher	Bachelors Degree with Texas Teaching Certification, Career and Technical Education

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.**

Goal: Expose Connally Career Tech students to careers in STEM through earn and learn internships with Rogue Capital and Waco Pedal Tours.

Objective 1(Focus Area 2): Interns will gain hard-skill development and application of advanced manufacturing techniques like welding, bending, CNC cutting, budgeting and project management but also soft skill development like communication and customer relations. Activities/Strategies: Students will have access to the makerspace training and Out-of-School time classes at Triple Win summer session that happen after the internship hours. Students can gain both hard-skills and soft-skills from these professional development classes during the summer.

Objective 2 (Focus Area 2): Up to 12 level III or IV program of study students will engage in informal Work-Based Learning to gain valuable experience in both business and advanced manufacturing.

Activities/Strategies: Key personnel will match students with industry partner employees for mentorship.

Activities/Strategies: Triple Win Waco will provide weekly leadership development activities for interns.

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 2:

Students will complete the required contact hours to earn credit for the practicum course, culminating in a project deliverable that reflects on learning outcomes for their future career. The process to collect data includes student demographic information, the number of students participating in the WBL program, list of business and industry partners offering WBL experiences to students as part of the program; total and average hours worked by students in the program, total and average hourly earning of students in the program, evidence of training plans for each student in the program, evidence of partnership agreements for each business and industry partner involved in the program, evidence of culminating assessment or recognition of skills for each student and any data related to PEIMS. In addition to the required evaluation, quantitative and qualitative outcome components will be used in the evaluation process. Quantitative measures include required scheduled reports, attendance and discipline records, satisfaction surveys, and performance assessment data (grades). Qualitative evaluation methodologies such as interviews, surveys and focus groups will be utilized to determine if the project is being conducted in compliance with grant guidelines and the grant management plan. The intent is to assess ongoing project activities and provide information to monitor and improve the project that includes strategies and activities that will involve all participants in the quantitative and qualitative assessment of each activity. This will ensure that program changes can be made to ensure that the quality of the program implementation is maintained. These strategies include measures designed to show gains in student learning and skills as well as evidence of program impact on all stakeholders.

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.**

To meet the goals of creating an impactful learning environment for summer interns, the Project Advisory Committee (PAC), led by the Program Director of Connally and Executive Director of Triple Win, and including members from area partner schools and CTE directors, will seek to use grant budget to hire highly-qualified technical teachers from industry partners and local high schools with students to ensure learning outcomes are met. Technical teachers will hold certifications and have applicable work experience in the industry in which students are seeking future employment. The budget allocated to allow for internship students to have three-month membership to the makerspace and co-working space at Triple Win during operating hours to work on student business planning or passion projects alongside other summer programs like Creative Waco's Artprentships programs and McLennan Community Colleges continuing education classes. The Makerspace space is open six days a week, 9am to 6pm, giving students access to a co-working desk and computer as well as woodshop, metal fabrication tools, art and pottery, embroidery machines, electronics and 3D printing, and vinyl cutting including the online and in-person training for each station or tool at the Makerspace of Triple Win Waco. Funds are not currently allocated for summer internships or coursework in CTE at the Career Tech High School. Budget adjustments will be made through the Project Advisory Committee, which serves as an advisory role. The committee will track progress and prioritize needs such as overall IT forecasting and equipment or consumable material needs.

Focus Area #2: The budget allocated to the Work-Based Learning internship program allows for students to receive the work attire and PPE required for internship placements with Rogue Capital and Waco Pedal Tours as well as stipends for work hours completed. The PAC will ensure that every student also has the technology/internet access to complete work assignments and communications with employers. Intern students will receive a stipend for completing the project and paid-work time on the project of value. The students, instructor, and Waco Pedal Tours employees will design, budget, fabricate, and market a bold new type of tour vehicle. Triple Win's FabLab requires instructors, clients, and interns to follow all OSHA regulations and to hold Industry Based Certification: OSHA30 certification before paid shifts begin.

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.

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.

Up to 12 level III or IV Business or Engineering program of study students will engage into a highly-supportive informal Work-Based Learning internship program. Internship students will experience WBL through rotation of traditional business units during their time with Triple Win, Rogue Capital Investments, and Waco Pedal Tours' manufacturing facility. Students will also get hands-on WBL through developing, designing, fabricating, and marketing a project of value for the clients. The project of value will conclude with the new type of tour vehicle, capability of regenerative braking and repowered through solar technology, but begin with financial trade-off decisions throughout the design and budgeting phase that interns will experience first hand alongside company employees. Students will also experience WBL through weekly mentorship, leadership development activities, and career exploration with Triple Win Waco while also partnering with students from many local high schools. TFNB Your bank for life and Extraco Banks have agreed to provide students with commercial banking mentorship for students in summer programs at Triple Win. Triple Win Waco hires nearly two dozen student interns and graduated students back as instructors yearly to continue work of clients build through the fall and spring semesters, it is expected that several students will receive offers to stay on with the advanced manufacturing company.

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