



**2022-2023 Texas Educator Preparation Program Quality Review Pilot  
Letter of Interest (LOI) Application Due 11:59 p.m. CT, January 09, 2023**

NOGA ID

Authorizing legislation

**GAA, Article III, Rider 40, 87th Texas Legislature**

This LOI application must be submitted via email to [loiapplications@tea.texas.gov](mailto: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, January 09, 2023**.

Application stamp-in date and time

Grant period from

**March 01, 2023-September 30, 2023**

Pre-award costs permitted from

**Announcement Date**

**Required Attachments**

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)

**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

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 not permitted for this grant.

**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 2022-2023 Texas Educator Preparation Program Quality Review Pilot Program Guidelines.
4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2022-2023 Texas Educator Preparation Program Quality Review Pilot Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
5. The applicant assures that the legal authority/authorized official will actively participate in all stages of the quality review activities, including pre-review preparation, review, and post-review. Time commitment estimates are as follows:
- Pre-review preparation (logistics calls, artifact gathering, scheduling and self-assessment): approximately 40-45 hours
  - Review: approximately 5-6 hours
  - Post-review (review of final report, focus groups): approximately 4-6 hours
6. The applicant assures a commitment of time, resources, and appropriate faculty to engage in the quality review activities and completion of related deliverables.
7. The applicant assures a commitment of time, resources, and appropriate faculty to participate in designated feedback sessions and up to 3 post-review check-ins with their technical assistance provider to support codification of a recommended Texas approach to quality reviews.
8. The applicant assures they will verify and approve the contents of the final report.
9. The applicant assures that they will commit to utilizing review findings to inform a local continuous improvement plan, aligned with the Texas Administrative Code and review findings.

**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.

**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**


**Goals, Objectives, and Strategies**

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

**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.

**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.

**Program Requirements**

1. Please provide a short narrative description of your programs visions and mission as it aligns to continuous improvement.

**Program Requirements (Cont.)**

2. Please review the proposed timeline for participating in quality review planning and preparation during spring 2023. Articulate your plan for how you will participate in the quality review process.

**Program Requirements (Cont.)**

3. Provide an outline of your process for using the results of the plan to support the continuous improvement of your preparation program.



**Program Requirements (Cont.)**

4. The quality review includes observation of teacher candidates in practice and communication with district and school leadership. Please note that the review teams seek to observe 10-12 teacher candidates placed with several different schools and/or partner districts. You may list up to 6 district partners. For each partner listed, please share:

- The final dates of the candidates' clinical teaching or internship experience. The review must be conducted when candidates are teaching.
- Any dates shared by the district when the EPP is not permitted on campus (e.g. STAAR testing dates, etc.). Again, to ensure the opportunity for TPIUS to observe candidates teach and be observed by their clinical supervisor

**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**