



**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](mailto: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

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

**Required Attachments**

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

**Qualification 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.

Grow Your Own funds will help Perryton ISD implement Pathway 1 and Pathway 2 into our district to create an interest in the education field and get these individuals to come back to Perryton to begin a career. In Pathway 1, we will use Grow Your Own funds to continue to support our current Education and Training classes at our high school. Our students will have access to further their knowledge about education and childcare in our practicum classes, while also having a choice of participating in dual credit Education and Training classes at our local community college, Frank Phillips College. We know if we spark the interest of the education field to our high school students, we have a high probable rate of them returning to teach in Perryton ISD as majority of our teachers and staff are from Perryton or the surrounding area. Pathway 2 is a huge incentive to offer to auxillary hires at Perryton ISD. As an economically disadvataged community, paraprofessionals, aides, and long-term subs find it hard to spend any of their pay check on tuition and certification tests. Many of these positions are filled by individuals from the community that want to stay in Perryton because it is their hometown. If we are able to help these individuals pay for some of their schooling, certification, and living expenses while signing an MOU to come back and work for the district, it will fill a lot of hiring positions in Perryton. Most of the candidates are from Perryton and want to stay in the community. We just need to help them along the way to ensure this happens. Our main recruitment tool is getting people in our community, students and staff, interested in serving the students in their hometown, just as they were served.

**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**

Dacey Smith: Grant Manager- Ms. Smith will be responsible for sharing the opportunity with auxillary hires in our district, collecting applications, and selectin the best candidates for our program. She currently is in correspondence with Grow Your Own candidates from Cycle 5 in our district and will continue this communication to make sure they are on pace to graduate and certify in time.

James Mireles & Dr. Maria Gomez-Rocque: Superintendent and Asst. Superintendent- Both of these individuals promoted Grow Your Own the first cycle we applied and will continue to do so if we receive Cycle 6 because they have seen the benefit it has for Perryton ISD. They were able to specify to teachers which contents were needed and get a couple of positions hired because we had the funding.

Lisa Yauck & Tori Little: High school principal and asst. principal- Both principals at the high school support our Education & Training classes to students, especially if they are interested in education. They see the immense advatage that it gives high school students to participate in the practicum and become familiar with classroom skills and situations.

Paige Waide & Cassi Laxton: High school counselor and IHE contact- As our high school counselor, Mrs. Waide encourages students interested in education to take Education and Training courses, while Mrs. Laxton correspondes with our counselor to get students enrolled in dual credit Education & Training courses if they are ready to get a head start on their college degree in education.

Stacey Tanner: Education & Training teacher- Mrs. Tanner is a tenured Education & Training teacher at Perryton High School and always has dozens of students enrolled in her courses. She helps to facilitate students into classrooms across the district to gain experience in the classroom, while being the sponsor of FCCLA and growing her chapter.

Field Site Teachers: We have multiple teachers interested in allowing Education and Training students to come into their classroom and gain experience with different grades at different campuses. While in the classrooms, students learn how to write lesson plans, how to deliver a lesson, classroom management, and many more skills that they are evaluated on. Our daycare also serves as a field site.



**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.

Our goal for Grow Your Own in Perryton is to fill all 6 spots for Pathway 2 and to grow our CTSO, while allowing more students to participate in our practicum section of Education & Training courses in Pathway 1. We currently have around 20-30 students in our FCCLA and TAFE chapters and want to increase it by 10-15 in the coming years. We also want to use some of the funding to help facilitate the completion of the two Education & Training courses offer by Frank Phillips College for 2 Education & Training students every year. This will allow us to give these students a headstart of their college degree towards a degree in education. Out of the hundreds of students that have completed Education & Training courses in Perryton while Mrs. Tanner has been the teacher, on average 2-3 students annually, come back to Perryton to service the school district or local day care as a teacher or para. Our retention plan for our high school students in education courses is to give them the push that they need to start their college degree and encourage them to finish and come back to Perryton to pursue a career at Perryton ISD. In Pathway 2, we will make the Grow Your Own application available to all auxillary hires in our district that meet the eligibility requirements. We will set a goal to choose 6 candidates that meet the assurances and make them sign an MOU that guarantees that they will return to Perryton ISD as a teacher for 3 years, after completion of their college degree and teaching certification. We will meet these goals by choosing candidates and high school students that show promise of completion of a degree and certification and guiding them towards completion of teaching certifications, in content areas that are deficient in Perryton ISD. If we make it apparent which content areas are lacking in Perryton ISD such as special education, 7-12 mathematics, and EC-6 dual language, we will ensure a position of longevity to these candidates. If candidates are not eligible, we will keep a list of all applicants to ensure we are offering Grow Your Own to the best candidates possible.

**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.

For Pathway 1, we will be sure to recruit students we know are reliable and have the best chances to make an impact in our Education and Training classes. Our CTE department meets at least once a month, so during these meetings we will be sure to discuss the growth of the program, how students are performing in the practicum course, and the progress of any students that are taking Education and Training dual credit courses. We will also stay in contact with IHE's that students choose to attend, to ensure that students are making good progress and developing in these classes. Although we do not pick one IHE that is mandatory for candidates to attend, we have a partnership with our local community college Frank Phillips College, West Texas A&M University, and Texas Women's University. We steer candidates to attend Texas Women's University because we have a dual language educational partnership with them. Pathway 2 will be monitored by our grant manager. Ms. Smith will recruit the best candidates and continue to promote the program to campus principals so that we will have the most amount of spots filled. She will correspond with principals and district administration to mold our candidate into a teacher that will most efficiently serve our district. We will have monthly meeting check ins with each candidate to check on their schooling progress. Ms. Smith will also have a contact at each IHE so she can be updated on the progress of students. Each semester, candidates will turn in a grade report to Ms. Smith to guarantee their GPA is adequate. Upon graduation, we will make monthly check in's on the progress of each candidates certification progress and make sure they are putting in the effort to take their test and get certified. The mentoring aspect of the dual credit courses and for our auxillary hires to transition into the classroom is crucial. They need to be monitored to stay on track and not lose sight of their goal individually and the goal of Perryton ISD.

**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.

Pathway 1: We are requesting \$17,500 for our Education and Training program. Our Education and Training non-dual credit teacher will receive a stipend of \$5,500, \$2,750 each school year, for her direction of the Education and Training program. Another \$2,000 will be dispersed among field site teachers in Perryton ISD who allow students into their classroom to help gain experience. These field site teachers will receive a stipend for their services in helping Education and Training students in the classroom grow and understand the career, while offering an evaluation. \$3,000 will be set aside for our Education and Training teacher, principals, and counselors to attend the 2023 TEA Grow Your Own Institute. An additional \$2,000 will be set aside for transportation for students who do not have means of their own to get to and from their field site campuses and back to their high school. This money will be used for fuel and maintenance of district vehicles. The remaining \$5,000 will be used to buy classroom supplies and materials, pay for dual-credit courses that students are interested in taking, and help with some funding of the FCCLA and TAFE chapters at Perryton ISD. Funding will help students that potentially cannot pay chapter dues or need additional help for materials or travels for competitions.

Pathway 2: Perryton ISD is requesting the full \$114,000 for our paraprofessional, aides, and long-term subs to transition into the teaching role. If we are able to give each candidate a stipend of \$18,000 split between two years of the cycle, we will be able to help 6 of our current staff members with receiving their college degree and teaching certification. The additional \$6,000 will be reserved for any additional help that candidates might need with certification. These funds might be used to help with any indirect costs that the district takes on while helping these individuals get ready for the classroom.

### 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.

For Pathway 1, we plan to sustain helping our Education and Training classes by paying for the dual credit classes for students with P-TECH funds. Our students will be able to graduate with an associate's degree at the same time that they receive their high school diploma. This will help students who are pursuing an educational degree get a head start on their college degree and help absorb some of the costs of tuition. P-TECH will also help students to get an industry-based certification before high school graduation which will help them become an aide, para, or long-term sub and start working for Perryton ISD. We will heavily encourage students to participate in TechTeachers Across Texas so that they can finish their degree online and work as an aide, para, or long-term sub and gain student teaching hours simultaneously. After their college degree and certification is earned, we will transition those students right into a classroom as a full time teacher. As for paras, aides, and long-term subs that are with Perryton ISD, we will help these individuals get certified. We are a District of Innovation (DOI). We can hire graduates that are not certified to teach. While they are in the classroom for us, we can assist them by paying a percentage of their certification process. (IDEA) (MAYBE 2 people a year)

### 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).

Pathway 1: Our non-dual credit Education and Training teacher has a tenured career as the program director. Mrs. Tanner always has dozens of students enrolled in her classes and up to 30 join her FCCLA and TAFE chapters every year. As advisor of FCCLA since 2011 and of the newly formed TAFE chapter, Mrs. Tanner has several students who express their goal to become a teacher, administrator, counselor, and coach. These students also work hard to compete in several FCCLA competitions every year to better their knowledge of education. Mrs. Tanner has a strong standing with the community, administrators, her coworkers, and especially her students. We will always have students enrolled in her classes that can be recruited to get an education degree and come back to Perryton. On average 3-4 of her students from every year begin a career in education because of her influence in her Education and Training classes.

Pathway 2: We will make applications available to all paras, aides, and long-term subs that meets the eligibility requirements. We do make our application process more rigorous to select the best teachers and add an assurance that candidates hold a 3.0 GPA in their college courses. Their GPA helps us dictate which candidates will best suit Perryton ISD. We will recruit individuals who have a desire to stay in Perryton long term and have good relationships with students and staff.

### 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.

**Pathway 1:** Our Education and Training teacher will facilitate her non-dual credit Education and Training classes and supply students with the correct knowledge and materials needed to complete their courses. She will place students at the most fitting campuses for their practicum and make sure field site teachers provide an evaluation for their students. If a student is interested in gaining an IBC, Mrs. Tanner will make sure to help them follow through with their request. For students that participate in dual credit Education and Training courses our IHE, Frank Phillips College, will help enroll students and make sure they are advised correctly and given the correct instruction for the foundation of their educational degree. Frank Phillips College will make sure to support our students enrolled in their classes and recognize their practicum hours as needed.

**Pathway 2:** Paraprofessionals, aides, and long-term subs that qualify for a stipend and are chosen to receive the funds, will sign an MOU to maintain a 3.0 GPA in their college courses or abide by an alternative certification plan that shows their path of completion. These plans will be turned in and approved by principals at their campuses and assistant superintendent or superintendent. Applicants must receive their certification by May 2025. If applicant does not receive their degree and teaching certification by May 2025, applicants will pay back the full amount awarded to them by Perryton ISD. Fees can cover the costs of the following but are not limited to these: tuition, books, fees, and other costs obtained while gaining their Bachelor's degree. Upon graduation and certification, candidates will fulfill all requirements set in place by TEA. They will also accept all interview requests from Perryton ISD in their content area. They will not enter into a contract with another school district in Texas or out of state. They will teach in their content area for Perryton ISD for at least 3 years unless otherwise approved. Finally, candidates will accept a job with Perryton ISD if they are approved by our local school board. Perryton ISD will not select one single EPP for candidates to use to become certified, but recognize the following as some EPP's that are acceptable: iTeach Texas, PACE through West Texas A&M University, Teachers of Tomorrow, etc. We will also allow candidates to finish their degree at institutes of their choice. We will have a representative at each university of their choosing, to contact to check on progress.



**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**