



2022-2023 Summer Career and Technical Education Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, November 16, 2022

NOGA ID

Authorizing legislation

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, November 16, 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 UEI

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 2022-2023 Summer Career and Technical Education Grant Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2022-2023 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 (Focus Area 1)

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.

The program to be implemented will be a CTE summer bridge program to prepare current 8th grade students to be successful in the Arts, Audio/Video Technology, and Communications Career Cluster with a summer session which will include the Principles of Arts, A/V, Technology, and Communications course (service ID: 13008200). The course will help prepare students for the higher level Graphic Design and Multimedia arts pathway courses they will take starting the following school year. This course will be open to all students who are transitioning from 8th grade to 9th grade during summer 2023 (approximately 90 students).

Summary of Program (Focus Area 2)

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.

The program to be implemented will be to add a summer course of Engineering Science where students will apply knowledge as they master concepts by designing and constructing a solar powered car. Students will then race the completed vehicle from Dallas Motor Speedway to California using the course material to solve issues along the way. This will supplement the existing Engineering CTE program of study and allow students to apply the knowledge gained in this course to future Engineering courses. This course will serve up to 30 students (approximately 10% of the high school student population).

Qualifications and Experience for Key Personnel (Focus Area 1)

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
Ms. Mileeya Walker Current Graphic Design/Video Game Design Teacher	Experience as a graphic design teacher and Video Game Design teacher using Unity software and adobe products.
Mr. Daniel Brazil Current "Metaverse" teacher (hybrid online/in person middle school campus)	Experience as a teacher of middle school technology courses and current Video Game Design teacher using Unity software.
Mrs. Jeri Fry Current Principles of Arts,A/V, Technology, and Communications teacher	Experience as a Principles of Arts,A/V, Technology, and Communications teacher.
Mr. Ryan Williamson	Existing instructional support to design and support CTE courses.
Mrs. Schretta Stewart-Mays	Campus Administrator.

Qualifications and Experience for Key Personnel (Focus Area 2)

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
Mr. Kelly Heathman Current Practicum in STEM Teacher	Experience as a STEM teacher using design thinking to solve complex problems.
Mr. Adam Cohen Current Physics/Engineering Teacher	Experience as a AG-Mechanics, Science, and Engineering teacher.
Mr. Ryan Williamson	Existing instructional support to design and support CTE courses.
Mrs. Schretta Stewart-Mays	Campus Administrator.

Goals, Objectives, and Strategies (Focus Area 1)

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

The major goals and objectives for the program would be to give students a head start in the graphic design and multimedia pathway of study as they enter high school. Students would be able to advance thier skills in Adobe products and be one step closer to earning an associated IBC during thier high school career. Students will be able to demonstrate their skills to each other, thier families, and the staff who will be working during the summer course for feedback and refinement.

Goals, Objectives, and Strategies (Focus Area 2)

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

Students will master the topics of Engineering Science and demonstrate thier knowledge by building a solar powered car to enter into the solar car challenge race from DFW to California. Students will apply the knowledge gained in future engineering courses and in skills which are applicable to academic courses and in post-secondary living. Students in this program will be called upon to mentor future students who enter the solar car challenge.

Performance and Evaluation Measures (Focus Area 1)

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.

Performance and evaluation measures will be consistent with the normal operation of our school. Students will show mastery of the subject by presenting work in a variety of methods not limited to; posters, videos, ted talks, debates, and any other methods that can be used to display a mastery of the topics. These presentations will be made to other students, families, staff, and community members. The program will be considered successful when all students are able to obtain credit for the course and effectively present their knowledge to others.

Performance and Evaluation Measures (Focus Area 2)

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.

The performance and evaluation measures will be consistent with other courses. Students will show mastery of the topics by designing an effective and efficient solar powered car. Students will build and race a car designed by the class and show the ability to solve problems when they arise during the design, build, and race stages of the course. The students will obtain credit and demonstrate their knowledge by successfully racing the car from DFW to California.

Budget Narrative (Focus Area 1)

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.

The program budget will be designated into two categories. The first item will be to purchase computers capable of running Adobe products and other software needed for the course, \$32,000 will be allocated for this purpose. The remaining \$18,000 will be for stipends for the staff who will teach students the skills and material involved in the course.

Budget Narrative (Focus Area 2)

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.

The program budget will be divided into three categories. The first category will be for the materials to prototype and construct the solar powered car as a demonstration of learning, this will be \$25,000. In order for the students to compete in the solar car challenge they will need to travel from DFW to California over the course of 10 days, this will be \$12,000. The remaining \$13,000 will be for staff stipends to successfully run the program.

Program Requirements

1a. Needs Assessment (Focus Area 1)

Currently most students only take three courses for four credits to obtain completer status. Students who fail to complete even one course will not obtain completer status and are at significant risk of not completing the sequence within the program of study. Adding additional courses within the program of study will increase the number of students who complete the sequence of courses.

1b. Needs Assessment (Focus Area 2)

Currently most students only take three courses for four credits to obtain completer status. Students who fail to complete even one course will not obtain completer status and are at significant risk of not completing the sequence within the program of study. Adding additional courses within the program of study will increase the number of students who complete the sequence of courses.

Program Requirements, cont'd.

2. **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.

Arts, Audio/Video Technology, and Communications Career Cluster. The course to be offered will be the Principles of Arts, A/V, Technology, and Communications course (service ID: 13008200). This program will be offered to all students transitioning from 8th grade to 9th grade, approximately 90 students. The actual number of students will be determined by those who choose to participate.

3. **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.

Business and industry partners will include the solar car challenge organization. Other partners are currently being investigated. Students will participate in a CTE course held at the school where they will build a solar car using the knowledge gained from engineering science and participate in the interstate race. This course will be limited to 30 students (approximately 10% of the high school student population) while actual numbers will depend on student selection.

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