



2021-2022 Summer Career and Technical Education Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, March 28, 2022

NOGA ID [Redacted]

Authorizing legislation **General Appropriations Act, House Bill 1, Article IX, Section 18.114(c)(v)**

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, March 28, 2022**.

Grant period from **April 29, 2022-September 30, 2022**

Pre-award costs permitted from **Award Announcement Date**

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 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): **N/A**

Applicant Information

Organization **Hooks ISD** CDN **019902** Campus **002** ESC **8** DUNS [Redacted]

Address **100 E 5th** City **Hooks** ZIP **75561** Vendor ID **1756001809**

Primary Contact **Taylor Clements** Email **clementst@hooksisd.net** Phone **903-547-6077**

Secondary Contact **Tracy Cook** Email **cookt@hooksisd.net** Phone **903-547-6077**

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 **Byron K Minter** Title **Superintendent**

Email **minterk@hooksisd.net** Phone **9035476077**

Signature *Byron K. Minter* Date **3/28/2022**

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.**

Focus Area 1-

Hooks ISD would like to offer a CTE summer bridge program for incoming 8th grade and high school students to learn more about engineering, advanced manufacturing and machinery mechanics, and programming and software development programs of study and the opportunities available in our rural area. We currently have a small robotics program that recently picked up interest with agriculture students. We would like to provide an opportunity for a free summer engineering program that introduced students to career opportunities through programming and robotics. As we grow this program in future years, we want to offer advanced classes to students in these programs of study.

Focus Area 2-

Hooks ISD students in this program will have the opportunity to have hands on experience working with local engineers on campus while completing a project. Students will be tasked with solving real-world problems through engineering and work through the marketing/customer service portion that will be presented to local representatives from Irby and Texarkana Machine Inc. The activities will provide students career exploration opportunities, work-based opportunities, and learn valuable career skills.

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
Campus principal/CTE Director, existing position; Responsibilities include personnel, facility, and CTE program for the district	Ability to communicate with district personnel and external partners, strengthen CTE pathway offerings, ensure program goals are met, knowledge of students and managing day-to-day school activities.
Federal and Special Program Coordinator- existing position; overseeing budget, ordering supplies,	Experience with managing programs, grants, personnel, and budgets
Technology Coordinator- existing position; assist with any technology purchases and set up to match existing district technology	Knowledge of the current district technology, ability to troubleshoot new programs and equipment
CTE Teachers- Will be responsible for teacher, supporting, and communicating with the CTE programs of study.	Ability to provided target CTE programs of study, have experience in engineering and computer science programs of study.
Partnering Business Liaison- These personnel will be responsible for implementing the selected work-based opportunities	Ability and knowledge to offer training and real-world experience work-based activities.

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.**

Focus Area 1-

We will be implementing a CTE summer bridge program for students with the focus on engineering exposure, local education and career opportunities. The classroom facilitator will work with students on multiple coding platforms utilizing robotics and technology. We are a rural school with a small robotics program that hopefully will grow to meet student interests and local workforce opportunities.

Focus Area 2-

The goal of this program will be introducing students to programming and robotics through real-world problem solving and working with local representatives through presenting a solution to their problem. The facilitator and partners will challenge students through the project to implement new ideas and problem solve.

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 1-

Hooks ISD would like to see the following outcomes through pre and post surveys.
increase knowledge of technology-related and local careers
increased interest in a technology related degree or certification
increased knowledge of technology

Focus Area 2-

Hooks ISD would like to see the following outcomes through pre and post surveys.
increase knowledge of technology-related and local careers
increased interest in a technology related degree or certification
increased knowledge of technology
experience with work force problem solving
Workforce readiness skills such as analytical skills, marketing, presentation, teamwork

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.**

Focus Area 1-

The proposed budget will meet the needs by:

Providing 2 facilitators

Supplies and materials for programming and robotic resources to provide the opportunities for camp participants.

We currently budget \$2,000 for our high school robotics class to purchase replacement supplies. This will be discussed and planned to increase courses offered in the programs of studies as we have an increase of student interest and need for advanced classes. We will also work with partnering with our local junior college to offer additional opportunities for students pursuing these career paths.

Focus Area 2-

The proposed budget will meet the needs by:

Providing 2 facilitators

Supplies and materials to provide the project based learning opportunities for camp participants through solving real-world engineering problems.

The robotics class is an engineering option students have that provides engineering and coding experience. We also offer a computer science class that receives new desktops on a revolving schedule of 5 years.

We will provide transportation and meals to our students during the summer through other district funding. This will give all students an opportunity to attend the summer program.

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.

Science, Technology, Engineering, and Mathematics Career Cluster

Advanced manufacturing and Machinery Mechanics

- Principals of Applied Engineering

-Robotics 1

-Robotics 2

-Career Preparation 1

Engineering

-Introduction to the Engineering Design Process

-Engineering Essentials

-Principals of Applied Engineering

-Manufacturing Engineering Technology 1

Program and Software Development

-Fundamentals of Computer Science

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.

Science, Technology, Engineering, and Mathematics Career Cluster

Advanced manufacturing and Machinery Mechanics

-Principals of Applied Engineering

-Principals of Manufacturing

-Robotics 1

-Robotics 2

-Career Preparation 1

Engineering

-Introduction to the Engineering Design Process

-Engineering Essentials

-Principals of Applied Engineering

-Manufacturing Engineering Technology 1

Program and Software Development

-Fundamentals of Computer Science

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
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