



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.**

The Spring Branch Independent School District has one overarching goal called Spring Branch T-2-4. It means "Every SBISD graduate will attain a technical certificate, military training, or a two-year or four-year degree. To support this goal, SBISD's Career and Technical Education Department's mission is to provide challenging career pathways for all students, utilizing real world practices and evolving skill sets, attitudes and behaviors. One of those programs is Manufacturing. The courses currently offered include Principles of Construction, Welding I, Welding II and Practicum in Manufacturing. To increase enrollment in these courses, the CTE Welding Teacher at Spring Woods High School will offer an Intro to Welding Course for up to 35 students during the summer of 2022, which will span both summer school sessions. The teacher will introduce students to various welding techniques and educate them about certification opportunities available in future courses in the Program of Study.

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
CTE Manufacturing Teacher (Metals and Welding) Duties include teaching all welding courses using effective instructional and management strategies.	Bachelor's degree or higher in related field; Valid Texas Teaching Certificate in Industrial Technology, Technology Education, Technology Applications or 2 years of recent full-time wage-earning experience. This position exists.

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.**

SBISD’s CTE Summer Grant Program will be an Intro to Welding course at Spring Woods High School open to up to 35 students from June 6 - July 12, 2022. The targeted students are those with an interest in the Welding Program of Study who have been previously unable to take welding classes due to their campus not offering the program, a lack of space in the program or in their personal schedules. Offering the Intro to Welding course during the summer will allow these students to learn and practice various welding techniques, and educate them about certification opportunities available in future courses in the Program of Study. The instructor will also explore opportunities to connect students with postsecondary and industry opportunities through field trips, and extension activities. We will use the strategies of project-based learning, workforce exploration, business partner connections and field trips.

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.**

The performance measures identified for this program include an attendance rate 90-95% goal and a passing rate or 95% or higher. The four key performance objectives are:

1. Students will be able to identify and use welding equipment according to proper safety standards and choose personal protective equipment appropriate for the activity.
2. Students will be able to identify and use the basic weld types, joints and positions.
3. Students will understand and successfully perform oxy-fuel cutting processes on carbon steels safely, and demonstrate proper cutting techniques.
4. Students will be able to perform shielded and gas metal arc welding principles and practices on metal, successfully performing fillet and groove welds in all positions.

The teacher will observe and evaluate student performance and keep records of each student’s progress in meeting the performance objectives.

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.**

Plans are to pay the Spring Woods High School Welding Teacher for 22 days of work representing one day of staff development and 21 days of instruction. Other expenditures include the purchase of instructional materials, protective personal equipment for students and educational field trips.

- 8,800 Extra Duty Pay for the instructor: \$50 per hour for 22 days x 8 hours per day
- 368 Benefits (Medicare, Worker’s Compensation, TRS)
- 3,000 Course materials (e.g. metal, rods, grinders and blades)
- 2,000 Student PPE (e.g. caps, sleeves, helmets and gloves)
- 1,000 Field trip expenses (e.g. bus transportation, meals and fees)

We will evaluate how many students successfully completing this summer course signed up for courses within the Welding Program of Studies to determine the benefit of offering this introductory course. We will also compare planned expenditures versus actual expenditures to inform how to adjust the budget to meet future needs.

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.

CTE Course - Introduction to Welding
Program of Study - Welding
Career Cluster - Manufacturing

We anticipate engaging and supporting up to 35 students 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.