



Organization: WILLIS ISD
 Campus/Site: N/A
 Vendor ID: 1746002568

County District: 170904
 ESC Region: 06
 School Year: 2023-2024

SAS#: ETHSAA24

2024-2026 Grow Your Own High School Education and Training

**General Information
 GS2000 - Certify and Submit**

Due: 04/01/2024 11:59 PM
 Application Status: Submitted

Amendment #: 00
 Version #: 01

Description	Required	Status	Last Update
General Information			
GS2100 - Applicant Information	*	Complete	02/09/2024 10:53 AM
GS2300 - Negotiation Comments and Confirmation		New	
Program Description			
PS3013 - Program Plan	*	Complete	02/22/2024 09:49 AM
PS3014 - Program Narrative	*	Complete	02/28/2024 01:06 PM
Program Budget			
BS6001 - Program Budget Summary and Support		Complete	03/07/2024 08:25 AM
BS6101 - Payroll Costs		New	
BS6201 - Professional and Contracted Services		New	
BS6401 - Other Operating Costs		New	
BS6501 - Debt Services		New	
BS6601 - Capital Outlay		New	
Provisions Assurances and Certifications			
CS7000 - Provisions, Assurances and Certifications	*	Complete	03/07/2024 08:25 AM

Certification and Incorporation Statement

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 further certify that any ensuing program and activity will be conducted in accordance with all applicable Federal and State laws and regulations; application guidelines and instructions; the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules submitted. It is understood by the applicant that this application constitutes an offer and, if accepted by the Texas Education Agency or renegotiated to acceptance, will form a binding agreement.

Authorized Official

Select Contact: or

First Name: Douglas Initial: T Last Name: Utecht Title: CTE Director

Phone: 936-890-7411 Ext: E-Mail: tutecht@willisid.org

Submitter Information

First Name: Douglas Last Name: Utecht

Approval ID: douglas.utecht Submit Date and Time: 03/27/2024 07:19:13 AM

Schedule Status: Complete

Discretionary Competitive

Application ID:0035150285310001



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2024-2026 Grow Your Own High School Education and Training

**General Information
 GS2100 - Applicant Information**

Part 1: Organization Information

A. Applicant		
Organization Name: WILLIS ISD		
Mailing Address Line 1: 612 N CAMPBELL ST		
Mailing Address Line 2:		
City: WILLIS	State: TX	Zip Code: 77378

B. Unique Entity Identifier (SAM)
UEI (SAM):

Part 2: Applicant Contacts

A. Primary Contact			Select Contact:	Select One	or	Add New Contact
First Name: Douglas	Initial: T	Last Name: Utecht				
Title: CTE Director						
Telephone: 936-890-7411	Ext.:	E-Mail: tutecht@willisid.org				

B. Secondary Contact			Select Contact:	Select One	or	Add New Contact
First Name: Meghan	Initial:	Last Name: Ballard				
Title: Director of Federal Programs & Grants						
Telephone: 936-890-3884	Ext.:	E-Mail: mballard@willisid.org				



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Program Description PS3013 - Program Plan

A. Standard Statutory/Program Assurances

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- 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.
 - 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.
 - The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2024-2026 Grow Your Own Education and Training for High School Pathways Program Guidelines.
 - The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2024-2026 Grow Your Own Education and Training for High School Pathways Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
 - 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 Texas Administrative Code (TAC) 206, 1 TAC Chapter 213, Federal Section 508 standards, and the Web Content Accessibility Guidelines (WCAG) 2.0 level AA.

B. TEA Program Assurances Regarding the Memorandum of Understanding

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. By May 31, 2024, the LEA must have a signed letter of commitment or MOU for all Education & Training teachers that receive a stipend through the Grow Your Own Grant. At minimum, the MOU should include the following: i. Grant assurances listed under "2. Education and Training Course Implementation" and "3. Education and Training Supports" ii. Agreement to serve as an Education and Training teacher of record for the full two-year grant timeline iii. Total stipend amount that the teacher will receive iv. Stipend payment schedule (disbursed over the two-year grant timeline and no earlier than Fall 2024) and payment process for the teacher recipient
 - b. If using grant funding for field site teacher stipends, the LEA must have a signed agreement for all field site teachers that receive a stipend through the Grow Your Own Grant.
 - c. If implementing dual credit Education and Training courses, by May 31, 2024, the LEA must have a signed letter of commitment or MOU for the partnering Institution of Higher Education (IHE). At minimum, the MOU should include the following: i. Grant assurances listed under "2. Education and Training Course Implementation" and "3. Education and Training Supports" ii. Length of agreement for IHE partnership
 - d. The LEA will retain documentation locally of each MOU and submit it to TEA upon request.

C. TEA Program Assurances Regarding the Education and Training Course Implementation (must be included in MOUs)

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. 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 2024-2025, and at least both stated courses in 2025-2026, with the teachers receiving the stipend as teachers of record for both courses or either course. i. For example, the LEA selects an eligible, non-dual credit Education and Training teacher to receive a stipend through the Grow Your Own grant. The LEA pays the teacher a stipend disbursed over the two-year grant timeline starting in Fall 2024. The teacher stipend recipient serves as the teacher of record for Instructional Practices in 2024-2025 and both Instructional Practices and Practicum in 2025-2026.
 - b. To receive a stipend for teaching dual credit, an Education and Training teacher must hold a master's degree in an education-related field and be the teacher of record for at least one dual credit course section in 2024-2025 and two dual credit course sections in 2025-2026 within the Education and Training course sequence.
 - c. All LEA high schools must establish and/or grow a chapter of a Career and Technical Student Organization (CTSO) that supports the Education and Training career cluster through either the Texas Association of Future Educators (TAFE) or Family, Career and Community Leaders of America (FCCLA) and participate in at least one competitive event per year.



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Program Description PS3013 - Program Plan

D. TEA Program Assurances Regarding Education and Training Supports (must be included in MOUs)

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. The LEA assures that all LEA high schools participate in a TEA-led virtual workshop in Summer 2024. All Education and Training teacher stipend recipients, principals, counselors, and LEA grant managers must attend. Participants who attended any previous Grow Your Own Summer Institutes must still attend.
 - b. The LEA assures that each Education and Training teacher stipend recipient will pilot the TEA Education and Training curriculum. If they are using a dual credit or different high-quality curriculum, the LEA must provide the corresponding scope and sequence(s) and/or evidence of course offerings.
 - c. 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.
 - d. The LEA assures that Education and Training teacher 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 Education and Training programming.
 - e. 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.

E. TEA Program Assurances Regarding Performance Reporting

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. LEAs shall develop a marketing and recruitment plan to increase enrollment in high school Education and Training courses. Upon request, all LEA high schools will submit their plan for marketing and student recruitment to TEA each year.
 - b. The LEA 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.
 - c. By May 31, 2024, all grant-funded teachers must be identified and submitted to TEA.

F. TEA Program Assurances Regarding Amendments (See the General and Fiscal Guidelines, Amending the Application)

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required.
- a. If a teacher is unable to continue with the grant program, LEAs must file an application amendment and provide TEA with an update of the new amount of teacher stipend recipient(s) within 30 days of notification.
 - b. LEAs must file application amendments within 7 days of a request from TEA.

G. TEA Program Assurances Regarding Eligibility Requirements of Stipend Recipients

1. The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances. Selecting all assurances is required. The LEA assures that it will select stipend recipients according to the following eligibility requirements:
- 1. Non-dual credit teachers of record for Principles of Education and Training, Instructional Practices, and/or Practicum in Education and Training a. Teachers must hold a standard or life teacher certificate in the state of Texas (note: any Texas teaching certificate qualifies teachers to teach Principles of Education and Training, Instructional Practices, and Practicum in Education and Training). b. As of the grant start date (June 1, 2024), teachers must have been employed as a teacher within the eligible LEA during the 2023-2024 school year; participants may not be new employees of the LEA in the 2024-2025 school year. c. Teachers must show measurable evidence of student achievement within a diverse student population. d. Teachers must attend the TEA-led Summer 2024 Grow Your Own Grant workshop, implement the TEA Education and Training curriculum (unless provided evidence of other high-quality curriculum), and participate in online collaborative communities.
 - 2. Dual credit teachers of record who teach Instructional Practices and/or Practicum in Education and Training a. Teachers must hold a standard or life teacher certificate in the state of Texas (note: any Texas teaching certificate qualifies teachers to teach Principles of Education and Training, Instructional Practices, and Practicum in Education and Training). b. As of the grant start date (June 1, 2024), teachers must have been employed as a teacher within the eligible LEA during the 2023-2024 school year; participants may not be new employees of the LEA in the 2024-2025 school year.
 - 2. Dual credit teachers of record who teach Instructional Practices and/or Practicum in Education and Training c. Teachers must show measurable evidence of student achievement within a diverse student population. d. Teachers must attend the TEA-led Summer 2024 Grow Your Own Grant workshop, implement the TEA Education and Training curriculum (unless provided evidence of other high-quality curriculum), and participate in online collaborative communities. e. Teachers receiving the dual credit stipend must hold a master's degree with 18 credit hours in education and be able to be approved by the partner IHE as a dual credit instructor.
 - 3. Education and Training field site teachers a. Teachers who, along with the Education and Training stipend teacher recipient, jointly directs and supervises high school Education and Training students participating in Instructional Practices and/or Practicum in Education and Training courses. b. Teachers must show measurable evidence of student achievement within a diverse student population.



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Program Description PS3013 - Program Plan



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2024-2026 Grow Your Own High School Education and Training

Program Description PS3014 - Program Narrative

Please include complete responses for each question below.

A. Summary of Program

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 Grow Your Own grant will address the LEA's teacher pipeline needs.

At Willis Independent School District (ISD), we are privileged to host an exceptional Education and Training program. Currently accommodating both introductory and practicum-level students, the program involves active participation in the curriculum and hands-on experience with neighboring schools. This initiative aims to cultivate a deep-rooted passion for the Field of Education among our students.

In the coming years, the mission of our Education and Training Program is to expand our offerings significantly. We aspire not only to nurture a new generation of educators within our district but also to empower our graduates to thrive in the teaching profession.

The Education & Training program benefits from the instructors firsthand experience as a former participant. Her dedication to fostering success within this program continues to inspire both herself and her students. Looking ahead, Ms. Owen and her current cohort of introductory students are gearing up to establish our TAFE Chapter during the next academic year. This exciting endeavor promises opportunities for competition, learning, and active engagement amongst student leaders.

The allocation of funds from this grant will serve to incentivize program teachers, field site leaders who invest significant time with our advanced students, and lay the groundwork for our school's involvement in TAFE. Through these efforts, we aim to enhance our program's impact and further encourage student participation and success.

B. Qualifications and Experience for Key Personnel

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. Include each of the following individuals and a description of each role: the LEA's grant manager, LEA leaders involved in program implementation, the campus principals, college/career counselors, and teachers of participating Education and Training high schools, and any other personnel responsible for implementation the grant.

All positions are existing.

Travis Utecht, Grant Manager, is the CTE Director for Willis ISD, and the former principal of Willis High School. He previously taught at Willis High School. He has 24 years experience in education.

Eric King, Principal - Willis High School, is an experienced administrator and teacher holding Texas mid-management certification with over 20 years education experience. Mr. King will monitor and evaluate teacher effectiveness and student progress.

Tricia Neumann - College & Career Counselor - Willis High School - Mrs. Neumann is a certified school counselor and teacher with over 20 years of education experience. She will guide students and prepare them to set ambitious goals, define a pathway to achievement, and successfully navigate personal and academic obstacles they encounter.

Leila Owen, Education and Training Educator is a certified teacher with 2 years classroom experience. She will teach the E&T class and guide students to identify a course of study that promotes college and workforce readiness, career placement and advancement, and help students make the transition from secondary to post-secondary education.

2. Please continue the response here if needed. Please enter N/A if the additional space is not needed.

N/A



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Program Description PS3014 - Program Narrative

C. Goals, Objectives and Strategies

1. Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives? Include a description of the talent management strategy including your LEA's approach to recruiting, hiring, and retaining qualified teachers, related to those goals/objectives.

Major Goals and Objectives of the Education and Training Program

The proposed program at Willis ISD aims to achieve the following major goals and objectives:

Program Expansion: Expand and enhance the Education and Training program to offer a comprehensive pathway for students interested in pursuing a career in education.

Student Success: Ensure that students in the program receive the necessary support, resources, and opportunities to excel academically and develop the skills required for a successful career in the field of education.

Professional Development: Provide teachers and field site leaders with ongoing professional development opportunities to enhance their skills, knowledge, and effectiveness in mentoring and guiding students.

Community Engagement: Foster a sense of community within the program by encouraging collaboration, networking, and leadership opportunities among students, teachers, and field site leaders.

2. Please continue the response here if needed. Please enter N/A if the additional space is not needed.

Activities/Strategies to Meet Goals and Objectives:

Curriculum Enhancement: Introduce new courses, projects, and hands-on activities that align with industry standards and prepare students for future careers in education.

Leadership Development: Implement leadership training programs, workshops, and opportunities for students to take on leadership roles within the program and the wider school community.

TAFE Chapter Establishment: Support students in establishing and running the TAFE Chapter, providing them with opportunities for competition, skill development, and community engagement.

Teacher and Leader Training: Offer professional development workshops, seminars, and resources for program teachers and field site leaders to enhance their mentoring skills and stay updated on best practices in education.

D. Performance and Evaluation Measures

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.

The performance measures identified for the Education and Training program at Willis ISD are closely tied to student outcomes and align with the purpose of the program. The following performance measures have been established:

Student Achievement: Measure student academic performance, skills development, and overall achievement in the Education and Training program. This can include grades, assessments, project outcomes, and feedback from teachers and mentors. **Participation and Engagement:** Evaluate student participation in program activities, leadership roles, and community engagement initiatives. Monitor student engagement levels, attendance, and involvement in extracurricular opportunities. **Teacher and Leader Effectiveness:** Assess the effectiveness of program teachers and field site leaders in mentoring and guiding students.

Gather feedback from students, peers, and supervisors to evaluate teaching practices and leadership skills.

Tools Used to Measure Performance:

Student Portfolios and Assessment and Rubrics: Students can maintain portfolios showcasing their work, projects, and accomplishments throughout the program, providing a tangible record of their progress and achievements. Additionally, assessments and rubrics can be used to identify growth and areas for improvement.

Surveys and Feedback Forms: Use surveys and feedback forms to gather input from students, teachers, and stakeholders on program effectiveness, student experiences, and areas for improvement.



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Program Description PS3014 - Program Narrative

E. Budget Narrative

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. This question has been broken into two sections. Please enter "NA" for the second section if the additional space is not needed. Outline the proposed budget and amounts for funding the grant program through the following allowable uses: a. Education and Training stipend(s) disbursed over the two-year grant timeline and no earlier than Fall 2024 b. Education and Training field site teacher stipend(s) disbursed within the first, second, or both years of the grant timeline (specify accordingly) and no earlier than Fall 2024

The proposed budget will allow the LEA to retain quality teachers in the Education & Training program and give the teacher incentive to continue to grow the program. It will also include incentives for field-site teachers that will work with the students in the E&T program. The proposed budget will also allow the LEA to start a TAFE program including costs for student travel to conferences.

- A. Stipend for E&T teacher - \$1500 (\$750 paid each year of the grant period)
- B. Stipends for E&T field site teacher - \$6000 (\$300 paid to 10 teachers each year of the grant period)

2. c. Implementation costs, limited to: i. Student transportation to and from E&T field sites for Instructional Practices and/or Practicum courses ii. CTSO event/conference participation, membership fees, and travel costs iii. Substitute coverage for teachers to participate in implementation supports and CTSO activities d. Additional funding for high schools: i. Without existing E&T courses in the 2023-2024 school year, or ii. Implementing dual credit E&T courses beginning in the 2024-2025 school year

- C. CTSO event/conference participation - \$4000



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Program Description PS3014 - Program Narrative

F. Request for Grant Funds

List all of the allowable grant-related activities for which you are requesting grant funds. Include the amounts budgeted for each activity. Group similar activities and costs together under the appropriate heading. If awarded, you will be required to budget your planned expenditures in the budget schedules provided by eGrants during negotiations.

1. Payroll Costs-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

\$7500 - stipend for Education & Training teacher, stipends for Education & Training field-site teachers

2. Professional and Contracted Services-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

N/A

3. Supplies and Materials-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

N/A

4. Other Operating Costs-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

\$4000 - travel expenses for students to attend TAFE conference/events

5. Capital Outlay-Include a description of the cost(s) and a dollar amount. If you will not be budgeting in this class/object code, please enter "N/A" or "\$0."

N/A

6. Total Grant Award Requested- Be sure to include the sum of the amounts in all class/object codes and any administrative costs in this total. Only a dollar amount will be accepted for this answer.

\$11,500



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Program Description PS3014 - Program Narrative

G. Additional TEA Program Requirements

1. Stipend Recipient Recruitment: Describe the plan to recruit Education and Training teachers and field site teachers 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 demonstrated track record of success and/or achievement, involvement in student organizations and/or school activities, strong evaluation ratings, and strong relationships with students.

For recruiting purposes for Field Site Teachers, we can Identify potential candidates through targeted outreach to teachers within the district and neighboring districts who have expressed interest in mentorship and field site opportunities. Additionally, our district will Promote the program and stipend opportunities during professional development sessions, workshops, and staff meetings to reach a wider audience of educators. Moreover, we can encourage internal referrals from current program participants, teachers, and administrators to identify potential candidates who have demonstrated a track record of success and achievement.

2. Program Implementation Support: Describe the types of support that will be provided to Education and Training teacher stipend recipients to ensure successful implementation of the curriculum and program. The definition of successful programming should align with the major goals/objectives of the program.

To ensure the successful implementation of the curriculum and program, Education and Training teacher stipend recipients at Willis ISD will receive comprehensive support aligned with the major goals and objectives of the program. The following types of support will be provided:

- Access to professional development opportunities focused on curriculum development, instructional strategies, and assessment techniques to enhance teaching practices.
- Pairing stipend recipients with experienced mentors or instructional coaches within the program to provide ongoing guidance, feedback, and support.
- Regular check-ins and observations to offer constructive feedback, share best practices, and address any challenges or concerns that may arise during program implementation.
- Facilitating opportunities for stipend recipients to collaborate with their peers in other districts, share ideas, reflect on their teaching practice, and engage in continuous improvement efforts.
- Establishing professional learning communities where teachers can discuss student progress, instructional strategies, and program enhancements to collectively work towards program goals.
- Establishing feedback loops and evaluation mechanisms to gather input from teachers, students, and stakeholders on the effectiveness of program implementation and areas for improvement.
- Using data-driven insights and feedback to make informed decisions, adjust strategies, and continuously improve the quality of the Education and Training program.



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**Program Budget
 BS6001 - Program Budget Summary and Support**

Statutory Authority: GAA, Article III, Rider 39, 88th Texas Legislature: Educator Quality and Leadership 40. Educator Quality and Leadership.

Part 1: Available Funding

[View List of SSA Members](#)

Available Funding	
Description	2024-2026 Education & Training
1. Fund/SSA Code	429
2. Planning Amount	
3. Final Amount	\$0
4. Carryover	
5. Reallocation	
Total Funds Available	

Part 2: Budget Summary

A. Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. Consolidated Administrative Funds		<input type="radio"/> Yes <input type="radio"/> No
2. Payroll Costs	6100	
3. Professional and Contracted Services	6200	
4. Supplies and Material	6300	
5. Other Operating Costs	6400	
6. Debt Services	6500	
7. Capital Outlay	6600	
8. Operating Transfers Out	8911	
Total Direct Costs		
9. Indirect Costs		\$0
Total Budgeted Costs		\$0
Total Funds Available Minus Total Costs		\$0
10. Payments to Member Districts of SSA	6493	

B. Pre-Award Costs	
Part 2B Pre-Award Costs is hidden because it does not apply to the funding source(s) for this grant application.	



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**Program Budget
 BS6001 - Program Budget Summary and Support**

C. Breakout of Direct Admin Costs

Enter amounts in Direct Admin Costs fields if applicable.

Description	Class/ Object Code	2024-2026 Education & Training		
		Program Costs	Direct Admin Costs	Total Costs
1. Payroll Costs	6100			
2. Professional and Contracted Services	6200			
3. Supplies and Material	6300			
4. Other Operating Costs	6400			
5. Debt Services	6500			
6. Capital Outlay	6600			
7. Operating Transfers Out	8911			
	Total			



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**Program Budget
 BS6101 - Payroll Costs**

Part 1: Total Payroll Costs

Payroll costs entered on BS6001	
Total Payroll Costs	2024-2026 Education & Training

Part 2: Number and Type of Positions

A. Administrative Support or Clerical Staff	
Position Type	2024-2026 Education & Training
1. Administrative support or clerical staff (integral to program)	

B. LEA Positions	
Position Type	2024-2026 Education & Training
1. Professional staff	<input type="checkbox"/>
2. Paraprofessionals	<input type="checkbox"/>
3. Administrative support or clerical staff (paid by LEA indirect cost)	<input type="checkbox"/>

C. Campus Positions	
Position Type	2024-2026 Education & Training
1. Professional staff	<input type="checkbox"/>
2. Paraprofessionals	<input type="checkbox"/>
3. Administrative support or clerical staff (paid by LEA indirect cost)	<input type="checkbox"/>

Part 3: Substitute, Extra-Duty, Benefits

Substitute, Extra-Duty, Benefits	
1. For schoolwide personnel (includes staff salary, extra-duty pay/beyond normal hours, and substitutes for staff positions at schoolwide campuses)	<input type="checkbox"/>
2. Extra duty pay/beyond normal hours for positions not indicated above	<input type="checkbox"/>
3. Substitutes for public and charter school teachers not indicated above	<input type="checkbox"/>
4. Stipends for positions not indicated above	<input type="checkbox"/>

Part 4: Confirmation of Payroll Requirements

Confirmation of Payroll Requirements	
1. <input type="checkbox"/> The grantee certifies the federally funded portion of this position and duties are reasonable, necessary, allowable and allocable under the applicable federal fund source. The grantee further certifies that it is in compliance with the federal supplement, not supplant provision applicable to each federal fund source. The grantee assures the grant-funded portion of this position and duties meet the purpose, goals, and objectives of the federal fund source. Documentation must be maintained locally by the grantee that clearly demonstrates the allowable and supplemental nature of the position, as required by each federal fund source, and will provide such documentation to TEA upon request.	



Organization: WILLIS ISD
Campus/Site: N/A
Vendor ID: 1746002568

County District: 170904
ESC Region: 06
School Year: 2023-2024

SAS#: ETHSAA24

2024-2026 Grow Your Own High School Education and Training

**Program Budget
 BS6201 - Professional and Contracted Services**

Part 1: Professional and Contracted Services

Budgeted Costs		
Description	Class/Object Code	2024-2026 Education & Training
1. Rental or Lease of Buildings, Space in Buildings, or Land	6269	
2. Professional and Consulting Services	6219 6239 6291	
Subtotal Professional and Contracted Services Costs		
Remaining 6200 Costs That Do Not Require Specific Approval		
Total Professional and Contracted Services Costs		

Part 2: Direct Administrative Costs

Part 2 Breakout of Direct Administrative Costs is hidden because it does not apply to the funding source(s) for this grant application.

Part 3: Itemized Professional and Consulting Services

Itemized Professional and Consulting Service (6219, 6239, 6291)	
Description	2024-2026 Education & Training
1. Service: <input type="text"/>	
Specify Purpose: <input type="text"/>	
<input type="button" value="Add Item"/> <input type="button" value="Delete Item"/>	
Total Professional and Consulting Services Costs	



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2024-2026 Grow Your Own High School Education and Training

**Program Budget
 BS6401 - Other Operating Costs**

Part 1: Other Operating Costs

Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. Out-of-State Travel for Employees LEA must keep documentation locally.	6411	
2. Travel for Students to Conferences (does not include field trips) Requires pre-authorization in writing.	6412	
3. Educational Field Trips LEA must keep documentation locally.	6412 6494	
4. Stipends for Non-employees other than those included in 6419 Requires pre-authorization in writing.	6413	
5. Travel Costs for Officials such as Executive Director, Superintendent, or Board Members Allowable only when such costs are directly related to the grant. If Out-of-State Travel, LEA must keep documentation locally.	6411 6419	
6. Non-Employee Costs for Conference Requires pre-authorization in writing.	6419	
7. Hosting Conferences for Non-Employees LEA must keep documentation locally.	64xx	
Subtotal Other Operating Costs		
Remaining 6400 Costs That Do Not Require Specific Approval		
Total Other Operating Costs		

Part 2: Direct Administrative Costs

Part 2 Breakout of Direct Admin Costs is hidden because it does not apply to the funding source(s) for this grant application.



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2024-2026 Grow Your Own High School Education and Training

Program Budget BS6501 - Debt Services

Part 1: Subscription-Based Information Technology Arrangement (SBITA) and Capital Lease Liability Costs

Budgeted Costs		
Description	Class/ Object Code	2024-2026 Education & Training
1. SBITA Liability - Principal	6514	
2. SBITA Liability - Interest	6526	
3. Capital Lease Liability - Principal	6512	
4. Capital Lease Liability - Interest	6522	
5. Interest on Debt	6523	
Total Debt Service Costs		

Part 2: Description of SBITA

Subscription

1. SBITA Description:

Subscription Cost:

Fund Source: Select One ▼ Contract Start Date: Contract End Date:

Part 3: Description of Property

Property

1. Property Description:

Property Value:

Fund Source: Select One ▼ Contract Start Date: Contract End Date:



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2024-2026 Grow Your Own High School Education and Training

Program Budget BS6601 - Capital Outlay

Part 1: Capital Expenditures

Budgeted Costs	
Description	2024-2026 Education & Training
1. Library Books and Media (Capitalized and Controlled by Library)	
2. Capital Expenditures for Additions, Improvements, or Modifications to Capital Assets Which Materially Increase Their Value for Useful Life (not ordinary repairs and maintenance)	
3. Furniture, Equipment, Vehicles or Software Costs for Items in Part 2	
Total Capital Outlay Costs	

Part 2: Furniture, Equipment, Vehicles or Software

Items

1. Generic Description: Number of Units:

Fund Source: Total Costs:

Describe how the item will be used to accomplish the objective of the program:



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2024-2026 Grow Your Own High School Education and Training

Provisions Assurances CS7000 - Provisions, Assurances and Certifications

Provisions, Assurances and Certifications	
1. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all General and Fiscal Guidelines.	General and Fiscal Guidelines
2. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all Program Guidelines.	Program Guidelines
3. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all General Provisions and Assurances requirements.	General Provisions and Assurances
4. <input checked="" type="checkbox"/> I also certify my acceptance and compliance with all Debarment and Suspension Certification requirements.	Debarment and Suspension Certification
5. Choose the appropriate response for Lobbying Certification:	
a. <input checked="" type="checkbox"/> I certify this organization does not spend federal appropriated funds for lobbying activities and certify my acceptance and compliance with all Lobbying Certification requirements.	Lobbying Certification
b. <input type="checkbox"/> This organization spends non-federal funds on lobbying activities and has attached the required OMB Disclosure of Lobbying Activities form, as described below.	
Instructions for completing and attaching the Disclosure of Lobbying Activities form. <ul style="list-style-type: none"> Print and sign the form. Scan the signed form and save it to your desktop. Click the Attach Files icon on the Table of Contents page to attach your signed form to this eGrants application. 	
6. <input checked="" type="checkbox"/> I certify my acceptance and compliance with all Program-Specific Provisions and Assurances requirements.	Program-Specific Provisions and Assurances

SSA Funding Report

Region	County District	Organization	ADC Submitted Date								
				R:	R:	R:	R:	R:	R:	R:	R:
Total:				R:	\$0	R:	\$0	R:	\$0	R:	\$0