



**2019-2020 Perkins Reserve Grant  
COMPETITIVE GRANT Application Due 5:00 p.m. CT, February 14, 2019**

NOGA ID

Authorizing Legislation

**Carl D. Perkins Career and Technical Education Act of 2006, P.L. 109-270, Title I, Part C,  
§112(a)(1)**

Applicants must submit one original copy of the application and two copies of the application (for a total of three copies of the application). All three copies of the application MUST bear the signature of a person authorized to bind the applicant to a contractual agreement. **Applications cannot be emailed.** Applications must be received no later than the above-listed application due date and time at:

Document Control Center, Grants Administration Division  
Texas Education Agency  
1701 N. Congress Avenue  
Austin, TX 78701-1494

Grant period from **July 1, 2019 - August 31, 2020**

☒ Pre-award costs are not permitted.

**Required Attachments**

No attachments are required to be submitted with this application.

**Amendment Number**

Amendment Number (For amendments only; enter N/A when completing this form to apply for grant funds):

Name: Vanguard Academy CDN 108-808 Vendor ID: 74-2971562 ESC #: 01 Duns#: 145690827  
Address: 1200 E. Kelly City: Pharr Zip: 78577 Phone: 956-781-1701  
Primary Contact: Mary De La Garza Email: M\_DeLaGarza@vanguardac.net Phone: 956-781-1701  
Secondary Contact: Cesar A. Garcia Email: ce\_garcia@vanguardac.net Phone: 956-781-1701

**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 grant application, as applicable:

☒ Grant application, guidelines, and instructions ☒ Debarment and Suspension Certification  
☒ General Provisions and Assurances ☒ Lobbying Certification  
☒ Application-specific Provisions and Assurances

Authorized Official Name: Dr. Narciso Garcia Title: Superintendent  
Email: N\_Garcia@vanguardac.net Phone: 956-781-1701  
Signature: *Dr. Narciso Garcia* Date: 2/21/2019  
Grant Writer Name: N/A Signature: Date:

☐ Grant writer is an employee of the applicant organization.  
☐ Grant writer is not an employee of the applicant organization.

Application stamp-in date and time

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701-19-104-051

2019-010372

**Shared Services Arrangements**

SSAs are **not permitted** for this grant. **Check the box below if applying as a fiscal agent.**

- ☐ The applicant organization submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing fiscal agent and SSA member responsibilities. All participants understand that the written SSA agreement is subject to negotiation and must be approved before a NOGA can be issued.

**Identify/Address Needs**

List up to three quantifiable needs, as identified in your needs assessment, that these program funds will address. Describe your plan for addressing each need.

Quantifiable Need	Plan for Addressing Need
Vanguard Academy spends approximately \$1,500 a year in chaperoning students to licensed testing sites. These funds reduce the amount of money that can be used towards purchasing school essentials (e.g. textbooks, pencils, etc.).	With grant funding, the charter will become a licensed testing site; thereby, eliminating the need to have this reoccurring fee.
Many of the charter's students face difficulty in scheduling test dates and earning industry-based certifications. This may be due to the inconvenience of driving to testing sites that are located miles away.	The charter hopes to address this need by becoming its own approved testing site, which will help to increase the number of students receiving industry-based certifications, as well as, encourage neighboring school districts to use and/or maximize the testing site.
The charter needs to increase the number of self-sustaining graduates. The current median income for individuals within the target area is only \$37,097 which is \$19,954 less than the State's average.	The charter will offer certification tests aligned to: Information Tech, Health Science, Business Management & Admin, & Manufacturing CTE Programs of Study. These programs of study will enable students to occupy the following high-paying jobs: Certified Nursing Assistant; Welder, Cutter, Solderer, Brazer; etc.

**SMART Goal**

Describe the summative SMART goal you have identified for this program (a goal that is Specific, Measurable, Achievable, Relevant, and Timely), either related to student outcome or consistent with the purpose of the grant.

The summative SMART goal includes creating a testing center that administers and pays for students to receive a TEA-promoted capstone industry certification. Specific – (What) To pay for students' testing fees, become a licensed testing site, and assist instructors in becoming licensed administrators of capstone industry certifications. (Why) To increase the number of students who are able to fill high-demand occupations; Measurable – By tracking students who will take industry certification tests; Achievable – The charter received buy-in to sustain the grant as seen in the letters of support (15 pts); Relevant – The goal provides answers to the current challenges that Texas faces by helping students address both current and future workforce needs; and Timely – The charter will be an approved testing site by August 31, 2020.

**Measurable Progress**

Identify the benchmarks that you will use at the end of the first three grant quarters to measure progress toward meeting the process and implementation goals defined for the grant.

**First-Quarter Benchmark**

The following identified benchmarks will be utilized at the end of the first quarter in order to accurately measure progress toward goals:

1. The charter will have trained at least two (2) teachers to administer industry-based certification exams;
2. The charter will have completed the appropriate paperwork and taken the necessary steps to become a licensed testing site; and
3. The charter will have informed five (5) surrounding schools of the newly licensed testing site.

**Measurable Progress (Cont.)****Second-Quarter Benchmark**

The following identified benchmarks will be utilized at the end of the second quarter to continue to measure progress:

1. The charter will have created a testing availability schedule;
2. The charter will have distributed the aforementioned schedule to its students, as well as, to surrounding districts; and
3. The charter will have ensured that a minimum of 300 students signed up for testing.

**Third-Quarter Benchmark**

The following identified benchmarks will be utilized at the end of the third quarter to measure the program's progress:

1. The charter will have saved money by becoming a licensed testing site;
2. The charter will have paid for at least 200 students to take their certification tests; and
3. The charter will have a minimum of 75% of students pass their certification tests.

**Project Evaluation and Modification**

Describe how you will use project evaluation data to determine when and how to modify your program. If your benchmarks do not show progress towards meeting your summative SMART goal, describe how you will use evaluation data to modify your program for sustainability.

The charter will utilize project evaluation data, compare it to base data, and modify the program if needed. The data to be collected will include performance measures and other data such as:

- ☒ Number of instructors eligible to administer industry-certification tests;
- ☒ Number of students who tested for a Certification/Industry Credential; and
- ☒ Number of employment opportunities provided to students.

In order to gather more information about the program, surveys will be issued to program participants (i.e. teachers, students, other districts, etc.) to determine if this testing program has adequately accommodated the needs of the charter. Data collected will allow the charter the ability to determine whether the establishment of the newly found testing site is positively impacting the students of the region. Once collected, the charter will be able to determine if they are meeting benchmarks and/or are implementing solutions to address problems with the program.

If deemed necessary, the program stakeholders will discuss any modifications or improvements needed and will also send out letters to parents/guardians, community members, and board members to notify them of such actions. This will ensure that the charter is offering the best possible educational opportunities to its students.

**Statutory/Program Assurances**

The following assurances apply to this grant program. In order to meet the requirements of the grant, the grantee 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 grant 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 that they will continue to meet all Statutory Requirements as outlined in their 2019–2020 Perkins Formula Grant, which is incorporated by reference.
- ☒ 4. The applicant provides assurance that curriculum will be appropriately aligned to regional labor market supported CTE programs of study.
- ☒ 5. The applicant provides assurance to adhere to all Statutory Requirements and TEA Program Requirements as noted in the 2019–2020 Perkins Reserve Grant Program Guidelines.
- ☒ 6. The applicant provides assurance to adhere to all Performance Measures, as noted in the 2019–2020 Perkins Reserve Grant Program Guidelines, and shall provide the Texas Education Agency, upon request, any performance data necessary to assess the success of the program.
- ☐ 7. **Focus Area 1** applicants provide assurance that they will submit a Memorandum of Understanding (MOU) detailing the relationship between the institute of higher education, the LEA, and business and industry partner(s) within 90 days of the grant start date. The MOU will establish joint decision-making procedures that allow for planning and implementation of a coherent program across the institutions. The partnership and the MOU must include provisions and processes for collecting, sharing, and reviewing student data to assess the progress of the students.
- ☐ 8. **Focus Area 1** applicants provide assurance that they and at least one representative from each required partner organization will attend all required conferences as described in the 2019–2020 Perkins Reserve Grant Program Guidelines.
- ☒ 9. **Focus Area 2** applicants provide assurance that any industry-based certifications supported through this grant are listed on the 2018–2019 or 2019–2020 Final List of Industry-Based Certifications of the A-F Accountability System.

TEA Program Requirements

1. **FOCUS AREA 1 APPLICANTS:** Identify partner organizations the applicant organization has collaborated with to implement the proposed project. Identify high-wage and in-demand occupations and CTE programs of study that lead to these occupations. Include and explain how regional labor market information was used in identifying and determining the CTE programs of study in collaboration with partner organizations.

N/A



TEA Program Requirements

2. **FOCUS AREA 1 APPLICANTS:** Provide a design for at least one CTE program of study that spans secondary and postsecondary education and includes an appropriate sequence of courses that are aligned with high-wage and in-demand occupations identified by the local regional workforce board. The design must:
- Describe the commitment from all partners to assist with curriculum development to support relevant and frequent industry experiences for students participating in the program.
  - Identify strategic partnerships that are already in place that provide an advantage in implementing the proposed project.

N/A

TEA Program Requirements

3. **FOCUS AREA 1 APPLICANTS:** Provide a sample crosswalk that identifies postsecondary coursework that would be required of a student in the program of study in order to complete a certificate or receive an associate degree from the partnering general academic teaching institution(s) within two to three years of graduating from high school. The crosswalk should align to higher education program of study curricula where applicable and also demonstrate how the project can lead to a bachelor’s degree.

N/A

TEA Program Requirements

4. **FOCUS AREA 1 APPLICANTS:** Propose a sustainability plan to ensure that the applicant and partner organizations will continue to meet the goals of the grant after the end of the grant program.

N/A

5. **FOCUS AREA 1 APPLICANTS:** Identify and describe the operational capacity (i.e. dedicated personnel, advisory boards, data-sharing agreements) and recent track record of the identified grant intermediary in supporting key functions including work-based learning, cross-sector partnerships, collective impact initiatives, and multi-stakeholder grants.

N/A



TEA Program Requirements

6. **FOCUS AREA 2 APPLICANTS:** Identify industry-based certifications and programs of study for the proposed project. Include information provided by local workforce development boards, economic development organizations, and/or chambers of commerce to determine high-wage and in-demand occupations and programs of study that lead to these occupations. Include and explain how regional labor market information was used in identifying and determining the industry-based certifications selected.

The charter met with partnering organizations and stakeholders to identify which industry-based certifications and programs of study should be targeted for this grant. Following this meeting, Vanguard Academy decided to offer testing in the: Information Technology; Health Science; Business Management & Administration; & Manufacturing CTE Programs of Study.

The industry-based certifications that will be offered in the targeted programs of study include: AWS D1.1 Certification, Certified EKG/ECG Technician (CET), Certified Nurse Aide/Assistant (CNA), Certified Patient Care Technician (CPCT), Certified Pharmacy Technician (CPhT), Certified Phlebotomy Technician (CPT), Cisco Certified Entry Networking Technician (CCENT), Cisco Certified Network Associate (CCNA), Cisco Certified Network Associate Security (CCNA Security), CompTIA A+ Certification, CompTIA Network+, CompTIA Security+, Microsoft Office Specialist (MOS) - Excel Expert, Microsoft Office Specialist (MOS) - Word Expert, and Microsoft Technology Associate (MTA).

These certifications will be offered in the aforementioned programs of study and will either make students eligible to receive, expedite the pace, or make students more marketable to receive following occupations: Business Operations Specialists; Registered Nurses; Licensed Practical/Vocational; and Welders, Cutters, Solderers, and Brazers.

All of these occupations are aligned with the need of the local workforce board. This is because Vanguard Academy ensured they utilized the Texas Workforce Commission (TWC) website to determine need for the targeted occupations. There is a total of 38,712 projected Texas annual openings for these fields.

TEA Program Requirements

7. **FOCUS AREA 2 APPLICANTS:** Identify how many students will benefit from the grant funding and explain how offering of industry-based certifications will benefit students currently enrolled in the aligned CTE programs of study.
- If choosing to **certify a teacher in the industry-based certification to test students**, identify how many students will benefit from the grant funding and explain how this will benefit students.
  - If choosing to **become a testing site**, the identify how many students will benefit from the grant funding and describe how becoming a testing site will benefit students in the LEA and within the region.

Many students currently face difficulty scheduling test dates and earning industry-based certifications. This may be due to the inconvenience of driving to other testing sites that are located miles away.

Therefore, the charter would like to have two (2) teachers become certified in TEA-promoted student capstone industry certifications, to reduce this inconvenience. By making it easier for students to schedule their testing dates at their school, the charter hopes to increase the percentage of students who take and pass their CTE certification test.

Becoming a licensed testing-site will not only benefit the students partaking in CTE courses at Vanguard Academy, but also the students from neighboring school districts. Once awarded, the charter will meet with these districts to provide an update on the newly established testing site, as well as, ensure test schedules are provided to them in a timely manner. The charter is estimating that with the establishment of the new testing site, approximately 500 students could be impacted.

TEA Program Requirements

8. **FOCUS AREA 2 APPLICANTS:** Explain the process for paying for exams for students.

The process for paying for student exams varies based on which program of study the exam is aligned to. Below you will find the processes for each exam type that is paid for by the charter.

IT Certification Exams Process:

1. First, Vanguard Academy purchases exam vouchers from Certiport, Pearson VUE, Cisco and/or CompTIA.
2. Then, based on the number of students that the instructors have confirmed are prepared and/or ready to attempt the certification exams, a quote is requested from the vendors mentioned above.
3. Finally, a purchase order is then submitted for approval to our business office. Once this is approved, then the exam vouchers can be paid for.

Nursing Exams Process:

The health science related industry-based certifications are currently being administered through South Texas College (STC) and handled through a Memorandum of Understanding (MOU). This MOU includes the cost of the certification program, as well as, exam costs per student. Therefore, this reduces the need to request a quote. The process includes the charter first confirming with the instructors which students are prepared and/or ready to attempt the certification exams, and then creating a purchase order that mirrors the quote indicated in the MOU. Once the purchase order is created, sent to, and approved by the business office for payment, the exams can be paid for.

9. **FOCUS AREA 2 APPLICANTS:** Explain efforts that have already been made to ensure success during the grant period.

To ensure success of the proposed program during the grant period, the charter met with partnering organizations and stakeholders and received buy-in, as seen in the signed letters of support [15 points]. This confirms that there will be individuals directly involved and encouraged to promote this program and its success.

Additionally, throughout the term of the grant, the charter will continue to meet with administration, teachers, the school board, neighboring districts, and employers to solicit feedback. This feedback will be provided through the answered surveys that are issued throughout the grant period on a quarterly basis.

Lastly, Vanguard Academy met with South Texas Information Technology Association (STITA) to ensure the success of the grant. This organization connected the charter with two (2) industry partners, TechCtrl and Core Business Solutions, that offered to provide work-based learning opportunities to the Information Technology (IT) students in their upper level course work. In addition to these work-based learning opportunities, prior to the grant award, Vanguard Academy discussed all the logistics and protocols that would be required for IT students to enhance their learning by shadowing the Vanguard Academy Technology Department.

TEA Program Requirements

10. **FOCUS AREA 2 APPLICANTS:** Explain how the applicant organization will ensure that students are prepared for the industry-based certification exams.

In order to ensure that students are prepared for the industry-based certification exams, the charter has created a targeted recruitment and selection process for qualified teachers. In order to be selected, the individual must already be certified, have proof of academic success, possess work experiences in this field, and be familiar with the targeted student population.

Additionally, the charter will also ensure the best equipment possible is provided to the CTE students to adequately prepare them for the targeted fields of study. Through previous grant funding and local school funds, the charter has been able to purchase the following pieces of equipment/software for the programs:

1. Twenty-four (24) Dell OptiPlex 5060 Workstations for student use in hands-on labs and classwork.
2. A hard drive upgrade from mechanical HDD to NVME M.2 SSD for increased performance and response time, which is needed for hands-on labs when using Virtual Machines on computers.
3. A RAM upgrade from 4GB to 8GB to ensure compatibility with the IT programs such as: Cisco Packet Tracer, Virtual Machine workstation player, Oracle Virtual Box, and Certipoint Console 8.
4. Four (4) custom built computers which will include 8GB RAM and six (6) core or quad core processors, as well as, dedicated graphic cards for high-end computing. Which is needed when hosting multiple operating systems at once and Cyber Patriot Competitions Program.
5. Licenses for certifications from Microsoft Technology Associate (MTA) and Cisco Academy.

By adhering to the recruitment and selection process of teacher certification, as well as, providing the proper equipment for students to practice their skills, the charter ensures that the students will be prepared to take their industry-based certification exams.

11. **FOCUS AREA 2 APPLICANTS:** Identify strategic partnerships already in place that provide an advantage in implementing the proposed project.

The charter has already secured a few strategic partnerships for this grant in order to provide an advantage in implementing the proposed project. One partnership includes working with Workforce Solutions of the Rio Grande Valley. The board will be able to facilitate partnerships between the charter and local businesses with similar training needs; thus, increasing the potential for students to receive employment right after high school.

Additionally, Vanguard Academy's CTE Advisory Committee will continue to drive cross-sector partnerships and align the Information Technology program with the Lower Rio Grande region's industry demands and standards. Through the South Texas Information Technology Association, Vanguard Academy has connected with TechCtrl and Core Business Solutions to provide work-based learning opportunities. In addition, by working with Vanguard Academy's Technology Department, the charter will be able to offer IT students to participate in job-shadowing activities. These employer partnerships will assist the students in becoming more prepared to enter the workforce; thus, making them more likely to receive employment upon high school graduation.



**Equitable Access and Participation**

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this grant.

- ☒ The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this grant.
- ☐ Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group		Barrier	
Group		Barrier	
Group		Barrier	
Group		Barrier	

**PNP Equitable Services**

Are any private nonprofit schools located within the applicant's boundaries?

☐ Yes ☒ No

*If you answered "No" to the preceding question, stop here. You have completed the section. Proceed to the next page.*

Are any private nonprofit schools participating in the grant?

☐ Yes ☐ No

*If you answered "No" to the preceding question, stop here. You have completed the section. Proceed to the next page.*

**5A: Assurances**

- ☐ The LEA assures that it discussed all consultation requirements as listed in Section 1117(b)(1) and/or Section 8501(c)(1), as applicable, with all eligible private nonprofit schools located within the LEA's boundaries.
- ☐ The LEA assures the appropriate Affirmations of Consultation will be provided to TEA's PNP Ombudsman in the manner and time requested.

**5B: Equitable Services Calculation**

1. LEA's student enrollment	
2. Enrollment of all participating private schools	
3. Total enrollment of LEA and all participating PNPs (line 1 plus line 2)	
4. Total current-year grant allocation	
5. LEA reservation for direct administrative costs, not to exceed the grant's defined limit	
6. Total LEA amount for provision of ESSA PNP equitable services (line 4 minus line 5)	
7. Per-pupil LEA amount for provision of ESSA PNP equitable services (line 6 divided by line 3)	
<b>LEA's total required ESSA PNP equitable services reservation (line 7 times line 2)</b>	

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. During negotiation, you will be required to budget your planned expenditures on a separate attachment provided by TEA.

PAYROLL COSTS (6100)	BUDGET

PROFESSIONAL AND CONTRACTED SERVICES (6200)	
Capstone Industry Certification Partner will train CTE teachers as licensed testing site instructors	\$10,000
Data collection and analyses costs	\$3,000
Partnering Organizations for work-based learning opportunities for the students	\$12,000

SUPPLIES AND MATERIALS (6300)	
Certification courses supplies (i.e. laptops, curriculum, paper, textbooks, etc.)	\$5,000

OTHER OPERATING COSTS (6400)	

CAPITAL OUTLAY (6600)	

Total Direct Costs \$30,000

Indirect Costs 0

TOTAL BUDGET REQUEST (Direct Costs + Indirect Costs)\$30,000



**Appendix I: Negotiation and Amendments (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 of the TEA website and may be mailed OR faxed (not both). **To fax:** one copy of all sections pertinent to the amendment (including budget attachments), along with a completed and signed page 1, to either (512) 463-9811 or (512) 463-9564. **To mail:** three copies of all sections pertinent to the amendment (including budget attachments), along with a completed and signed page 1, to the address on page 1. More detailed amendment instructions can be found on the last page of the budget template.

*You may duplicate this page*

**Negotiated/Amended Section**

**For amendments: Choose the section you wish to amend from the drop down menu.**

**Negotiated Change/Amendment**

**For amendments: Describe the changes you are making and the reason for them. Always work with the most recent negotiated or amended application. If you are requesting a revised budget, please include the budget attachments with your amendment.**

FOR TEA USE ONLY  
Changes confirmed with \_\_\_\_\_ on this date \_\_\_\_\_  
Via phone/fax/email by TEA staff person \_\_\_\_\_



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