



2021-2022 Texas Education for Homeless Children and Youth

Competitive Grant Application: Due 11:59 p.m. CT, May 18, 2021

NOGA ID

Application stamp-in date and time

TEA will only accept grant application documents by email, including competitive grant applications and amendments. Submit grant applications and amendments as follows:

Competitive grant applications and amendments to competitivegrants@tea.texas.gov

Authorizing legislation:

McKinney Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX, Part A of the ESSA (42 U.S.C. 11431 et seq.)

Grant period: From 09/01/2021 to 08/31/2022 Pre-award costs: ARE NOT permitted for this grant

Required attachments: Refer to the program guidelines for a description of any required attachments.

Amendment Number

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

1. Applicant Information

Name of organization

Campus name CDN Vendor ID ESC DUNS

Address City ZIP Phone

Primary Contact Email Phone

Secondary Contact Email Phone

2. 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, and that these documents are incorporated by reference as part of the grant application and Notice of Grant Award (NOGA):

- Grant application, guidelines, and instructions
- Debarment and Suspension Certification
- General Provisions and Assurances
- Lobbying Certification
- Application-Specific Provisions and Assurances
- ESSA Provisions and Assurances requirements

Authorized Official Name Title Email

Phone Signature Date

Grant Writer Name Signature Date

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

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Adjustments on this page have been confirmed with _____ by _____ of TEA by phone / fax / email on _____.

3. Shared Services Arrangements

Shared services arrangements (SSAs) are permitted for this grant.
Check the box below if applying as fiscal agent. See Program Guidelines for SSA limitations for this grant.

- 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.

4. 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
Students experiencing homelessness need to pass all of their classes and be promoted to the next grade or graduate if they are seniors.	SBISD will continue to employ the McKinney Vento Student Support Specialist to monitor and identify homeless students and to advocate for their specific academic needs so that SBISD can expedite the delivery of services.
Students experiencing homelessness need to attend school regularly.	The McKinney Vento Student Support Specialist will respond to phone calls from campuses regarding attendance. She will work with students and their families to remove barriers to attendance by coordinating resources and services to meet their needs directly through the district or through the community agencies.
Successful implementation of personal graduation plans for students experiencing homelessness.	The McKinney Vento Student Support Specialist will monitor and mentor students in regards to the implementation of their personal graduation plans, especially unaccompanied youth.

5. 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 McKinney Vento Student Support Specialist will yearly remove barriers to enrollment for homeless students by making arrangements for the school of origin transportation, resources, tutorials, mentoring, and progress/attendance monitoring for the Spring Branch ISD school district so that homeless students have an equitable opportunity to achieve grade level promotion annually.

6. 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 McKinney Vento Student Support Specialist will have arranged school of origin transportation for 100% of the homeless students. The Specialist will review grades after every grading period by looking them up in Skyward (the district's school management software) for 100% of the homeless students. (Most SBISD schools issue grades every six weeks. Some SBISD schools issue grades every nine weeks.) The Specialist will contact parents and/or students when she sees failing grades to determine what additional services the students need. She will keep a contact log including the additional services that she helped coordinate.

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8. Measurable Progress (Cont.)

Second-Quarter Benchmark

The McKinney Vento Student Support Specialist will continue to look up grades and monitor attendance in Skyward and contact 100% of the students with failing grades to determine what modifications to provided services and/or additional services she can help provide or coordinate. The Specialist will support the assistant principals monitoring attendance and make visits to the families and/or students if asked. The Specialist will also communicate with assistant principals and counselors as needed regarding credit restoration plans since high secondary students earn credits by semester. She will keep a contact log.

Third-Quarter Benchmark

The McKinney Vento Student Support Specialist will continue to look up grades for 100% of the homeless students in Skyward and monitor attendance. She will contact parents and/or students when she sees failing grades to determine if the students could benefit from additional tutoring and/or mentoring to help them pass all of their classes. She will continue visiting the student and families as requested. The Specialist will also provide information about summer school options and help facilitate enrollment. She will communicate with assistant principals regarding specific accelerated education plans that will promote on-time graduation.

7. Project Evaluation and Modification

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

The McKinney Vento Student Support Specialist routinely reviews attendance data for homeless students, prioritizing students who have had three absences in a row. She calls attention to the data to parents and staff and encourages them to motivate the student to improve their attendance. She also monitors individual student academic progress and recommends to parents "in school learning" (as opposed to virtual) and other supplementary services such as tutoring. The McKinney Vento Student Support Specialist makes home visits to motivate students to prevent them from dropping out and to help them overcome personal obstacles. At the end of each school year, the Homeless Liaison and the Support Specialist examine graduation rates, grade-level promotion rates and attendance rates as they compare to the overall district rate and make decisions about how to improve rates the following year.

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8. 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 accept and will comply with [Every Student Succeeds Act Provisions and Assurances](#) requirements
- 4. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2021-2022 Texas Education for Homeless Children and Youth Program Guidelines.
- 5. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2021-2022 Texas Education for Homeless Children and Youth Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 6. 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.
- 7. The applicant provides assurance that all data requests from TEA and any entity acting on the behalf of TEA are accurately and promptly reported.
- 8. The applicant provides assurance that performance evaluation reports are submitted for each year grant funds are received.
- 9. The applicant provides assurance that fiscal monitoring reports are submitted for each year grant funds are received.
- 10. The applicant provides assurance that the use of subgrant funds will comply with section 11432(g)(3) through (7) of the McKinney-Vento Homeless Assistance Act.
- 11. The applicant provides assurance that all homeless children and unaccompanied youth have equal access to the same free, appropriate public education, including public prekindergarten programs in accordance with TEC 29.153, as provided to other children and youth.
- 12. The applicant provides assurance that it will review and revise any policies that may act as barriers to the identification, enrollment, and retention of homeless children and unaccompanied youth; including policies related to outstanding fees, fines, absences, proof of residency, immunizations, birth certificates, guardianships, school records, transportation and other documentation.

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8. Statutory/Program Assurances (Cont.)

13. The applicant provides assurance that it will provide access to educational and other services needed for homeless children and unaccompanied youth, to ensure that such children and youth have an opportunity to meet the same challenging state academic standards to which all students are held.

14. The applicant provides assurance that all homeless children and unaccompanied youth receive prompt and appropriate placement in programs such as: Special Education, Career and Technical Education, Gifted and Talented, and English Learner.

15. The applicant provides assurance that it will collaborate with district stakeholders to implement and monitor early warning academic interventions, to ensure on time promotion and graduation for homeless children and unaccompanied youth.

16. The applicant provides assurance that collaboration will occur with the McKinney-Vento Liaison and district stakeholders for proper identification and coding of homeless children and unaccompanied youth.

17. The applicant provides assurance that services provided by grant funds will not replace regular academic programs.

18. The applicant provides assurance that all identified and enrolled are accurately reported in Texas Student Data System (TSDS) Public Education Information Management System (PEIMS) in a timely manner.

20. The applicant provides assurance that all homeless children and unaccompanied youth receive free meals and transportation to the school of origin, when requested by the parent, guardian, or unaccompanied youth, if it is deemed in the best interest of the student.

21. The applicant provides assurance that it will remove barriers to accessing academic and extracurricular activities, including magnet school, summer school, career and technical education, advanced placement, online learning, and charter school programs.

22. The applicant provides assurance that at least one person affiliated with the management of this grant will attend required trainings

23. The applicant provides assurance to submit a detailed report that includes all grant activities and usage of funds for the 2021-2022 Texas Education for Homeless Children and Youth (TEHCY) grant.

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9. Statutory Requirements

1. Provide a description of the proposed grant activities, programs, and services. This description should include how they address the identified needs and promote equitable access to program services needed to improve academic outcomes for homeless children and unaccompanied youth. Include the resources, strategies and/or systems that will be implemented to support target goals and outcomes, document progress and milestones, and observable results of the proposed grant activities, programs, and services. **(*Complete the attached TEHCY Grant Activity Chart, see the Program Guidelines for further guidance on completing the attachment)**

The McKinney Vento Student Support Specialist will monitor formative measures in Skyward such as grades and daily school attendance to support grade level promotion or high school graduation. For students with excessive absences, campus grade level teams are responsible for the creation, implementation and monitoring of student attendance plans. The Homeless Liaison and the Support Specialist advocate for these plans and all other available interventions on behalf of homeless students. The Specialist will coordinate the selection, purchase and distribution of reading and academic supplies and materials to promote literacy and the passing of classes. To keep current on her skill set, the Support Specialist will attend the NAEHCY conference and any relevant workshops provided by our Regional Educational Service Center as a part of her continued professional development. In addition, there are contingency funds in the budget for food and supplies in the event of a natural disaster as declared by the Office of the Governor or a federally declared disaster zone occurs (e.g., hurricane, tornado, fire, etc.).

2. Provide a description of the extent to which: A) The application reflects coordination/collaboration with other local and state agencies that serve homeless children and unaccompanied youth. Include a list of agency, community, and LEA collaborators and a brief description of the proposed coactivities that will support implementation of the proposed grant activities, programs, and services; B) the proposed use of funds will facilitate the enrollment, identification, and educational outcomes of homeless children and unaccompanied youth; C) the extent to which the applicant will promote the meaningful involvements of parents or guardians of homeless children and youth in the education of their children; and D) The extent to which homeless children and unaccompanied youth will be integrated into the regular education program.

A) Staff refers homeless students to the following agencies to access their services:

1. Communities in Schools for counseling and social services
2. Memorial Assistance Ministries for assistance with social services, clothing, and school supplies
3. Raise Up Families for housing assistance, financial management courses, continuing education assistance, and school supplies for families
4. Gracewood for housing, financial management courses, and assistance with continuing education
5. Women's Center for housing and
6. YMCA for school supplies.

B) The district already has in place processes to identify and enroll homeless children and unaccompanied youth. The district will continue to employ the McKinney Vento Student Support Specialist to monitor the educational success of homeless children and youth providing them with supplemental reading, academic and emergency supplies as needed and allowable.

C) The McKinney Vento Student Support Specialist will contact the parents or guardians of homeless children and youth to build a relationship with them and to clarify students' needs. She will inform them of supplemental services available to meet those needs. She will advocate for them so that the district will meet their needs expeditiously.

D) Spring Branch ISD has enrolled and integrated all of its homeless children and unaccompanied youth in school within the regular education program. SBISD will continue this practice.

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9. Statutory Requirements (Cont.)

3. Identify the types, intensity, and coordination of services to be provided in coordination with Title I, Part A, Homeless Reservations including: A) The process to review and develop the LEA's plan for coordinating services to support eligible homeless children and unaccompanied youth using Title I, Part A Homeless Reservations. Include the actual reservation for 2019 -2020 and the planned reservation for 2020 -2021 (**Complete the attached Title I, Part A and McKinney-Vento Program Coordination Chart**), and B) How the LEA determine its reservation amount for services to support homeless children and unaccompanied youth. Include how the LEA assists staff in understanding the LEA's policy or procedure to support homeless children and unaccompanied youth on all campuses regardless of the Title I status, use of these funds, and how the LEA addresses the needs of homeless children and youth in their district or campus improvement plan.

A) SBISD's External Funds & Compliance Director develops the plan for coordinating services based on requests from families and school personnel, and the number of homeless students served each year. She presents the plan to the District Improvement Team for feedback and revision along with the district's ESSA plan. SBISD will use the Title I Homeless Reservation for Summer School Tuition and a Summer Reading Program to support the district's literacy initiative. The actual reservation for 2019-2020 is \$50,000. The planned reservation for 2020-2021 is also \$50,000.

B) SBISD's External Funds & Compliance Director determined SBISD's reservation amounts based on previous year needs and expenditures. Training is provided each year to campus staff including attendance clerks, registrars, counselors, nurses, and campus administrators that includes the use of Title I funds for homeless students. The needs of homeless children and youth are part of the comprehensive needs assessment for both the campus and district plans. Staff inserts strategies into the plans. For the District Improvement Plan, the homeless liaison provides a review and progress monitoring of the strategies quarterly.

4. Provide a description of established LEA processes to develop, review and revise current LEA policies and procedures to ensure that its proposed grant activities, programs, and services will not isolate or stigmatize homeless children and unaccompanied youth. (**Complete the attached McKinney-Vento Policies and Procedures Chart**)

The district has current LEA policies and procedures in place that meet these statutory requirements. The Homeless Liaison works with her supervisor, the Associate Superintendent of Finance, to review and revise any local policies and procedures to meet changes when the law and legal policies change. She learns of changes in the law and legal policies by attending mandatory meetings.

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9. Program Requirements

Note to Applicants: Refer to the TEHCY Program Implementation Levels of Service and Support when addressing the four program requirements listed below.

1. Provide a description of the process and procedures that are utilized to enroll, identify, and provide all three levels of TEHCY program services and support for homeless children and unaccompanied youth who are: A) Entering and/or returning to their schools from summer or holiday break, B) Experiencing homelessness after the school year has started, C) Are not currently enrolled or attending school, and D) Are eligible for early childhood and/or prekindergarten programs.

LEVEL 1 / Program Requirement 1- Upon school enrollment at the beginning of the school year and throughout the school year, all students complete Student Residency Questionnaires (SRQs) which indicate if they are in a temporary living situation, experiencing economic hardship, have a 2298 state plan or are victims of a natural disaster. Staff send SRQs to the district homeless education staff to determine the final identification.

LEVEL 1/ Program Requirements 2 & 3 - During the school year, campus/district staff and outside agencies refer students experiencing homelessness to the district homeless education staff.

LEVEL 1/Program requirement 4 - Identification for students enrolling in prekindergarten programs are determined at the time of enrollment by campus staff members.

LEVEL 2/ All Program Requirements - The Homeless Education Staff give the final identification to the PEIMS Manager for tagging. Afterwards, they manually verify that staff coded each student correctly in PEIMS. The McKinney Vento Student Support Specialist, supervised by the Homeless Liaison, implements and monitors services.

LEVEL 3/ All Program Requirements - The McKinney Vento Student Support Specialist monitors attendance, grades and credits. She advocates for homeless students and expedites general education and special program services for them by coordinating requests and information with other departments and agencies.

2. Provide a description of the annual McKinney-Vento professional development plan that is currently in place to increase awareness, support enrollment and identification, and increase staff capacity to respond to the unique educational needs of homeless children and unaccompanied youth. Include training dates, duration of training, who was trained/will be trained, and a summary of the training content and evaluation process. Include both external and internal professional development activities.

At the beginning and end of each school year, the Migrant and Homeless Liaison and the McKinney-Vento Student Support Specialist provide a 20-30 minute overview of homeless education, which includes district processes and procedures to attendance clerks, registrars, and counselors as well as conducting meetings with each campus at-risk coordinator. Attendees evaluate the training in the district's training management system called Kick-Up. The district homeless education staff also provide the annual three hour required homeless education training to attendance clerks, registrars, counselors, campus assistant principals, campus principals and other pertinent district staff from the Transportation Department, Child Nutrition Services, and Student Support Services. They also communicate and meet with service providers and community collaborators, on an as needed basis, to facilitate the provision of outside services to students. The training is in the form of face-to-face meetings in which they exchange information and come to an agreement on how best to complement each other's' services so that homeless students' needs are met. The Homeless Education staff will attend the Highly Mobile and At-Risk Trainings sponsored by TEA, the TEHCY webinars throughout the year and the TEHCY Program Summit, July 30, August 3 and August 5, 2021. At least one representative will attend the NAEHCY Conference, November 13-16, 2021.

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9. Program Requirements (Cont.)

3. Provide a description of how the proposed grant activities, programs, and services will address the unique academic needs and support equitable outcomes for elementary homeless children and unaccompanied youth. Include a timeline, milestones, strategies, and/or systems that will be utilized to implement academic progress monitoring, interventions, and services to support: A) Attendance and engagement, B) On-time promotion, C) Coordination of targeted services for homeless children and unaccompanied youth who have been identified and are receiving other special program services (e.g. Special Education, English Learners, and Gifted and Talented), D) Bridging program support services, E) Assessment interventions and scores, F) Discipline interventions, G) Tutoring services, H) Supplemental academic programs, and I) Other programs or services.

The Homeless Liaison together with the McKinney-Vento Student Support Specialist will hold each campus leadership team accountable for identifying services needed and delivering them or coordinating their delivery to homeless students. The district has a system of using professional learning communities to make sure all teachers are looking at and discussing in teams student-level data and making plans for how to meet school goals which are aligned to district goals of postsecondary readiness, student growth and school connectedness. Assistant principals, campus counselors, teachers and campus leadership teams monitor the data for all students. This includes, but is not limited, to A) Attendance and engagement, B) On-time promotion, C) Coordination of targeted services for homeless children and unaccompanied youth who have been identified and are receiving other special program services (e.g. Special Education, Bilingual/ESL Education, and Gifted and Talented Education), D) Bridging program support services, E) Assessment interventions and scores, F) Discipline interventions, G) Tutoring services, H) Supplemental academic programs, and I) Other programs or services. They will manage grant activities, monitor data and make adjustments as needed from a programmatic perspective. While they monitor the majority of the grant activities on an ongoing basis, the McKinney Vento Student Support Specialist monitors grades each grading period, which is either a six-week or a nine-week period. In particular, staff work to prevent failures each grade period and require students to make up excessive absences by following their customized attendance plans. The Homeless Liaison reviews the status of its district goal for meeting the needs of homeless students quarterly.

4. A description of how the proposed grant activities, programs, and services will address the unique academic needs and support equitable outcomes for secondary homeless children and unaccompanied youth. Include a timeline, milestones, strategies, and/or systems that will be utilized to implement academic progress monitoring, interventions, and services to support: A) Attendance, engagement, and truancy interventions, B) On-time promotion, C) Coordination of targeted services for homeless children and unaccompanied youth who have been identified and are receiving other special program services (e.g., Special Education, English Learners, and Gifted and Talented), D) Advanced placement and dual credit course work, E) Transcript review for appropriate full or partial credit, F) Credit recovery or credit repairs services, G) Assessment interventions and scores, H) Discipline interventions, I) Four-year cohort graduation, J) Graduation of all homeless students (e.g., current cohort, continuers and early graduates), K) College and career readiness programs and support services, L) Post-secondary transition plan, and M) Other programs or services.

District leadership teams conduct various trainings each year with campus leadership to discuss graduation requirements, results driven accountability, homeless identification, and services offered by the district. Campus staff work to prevent failures each grade period and require students to make up excessive absences by following their customized attendance plans. Campus leaders enroll students that are not on target to graduate into credit recovery courses and/or summer school. Summer school tuition is covered by the district for credit recovery and original credit. Counselors and/or other campus staff make requests as needed to the McKinney-Vento Student Support Specialist for services such as completing the FAFSA for unaccompanied youth. Campus counselors, assistant principals and leadership teams monitor the data for ALL students to make sure they are on track for grade-level promotion, graduation, and college and career readiness including, but not limited to A) Attendance, engagement, and truancy interventions, B) On-time promotion, C) Coordination of targeted services for homeless children and unaccompanied youth who have been identified and are receiving other special program services (e.g. Special Education, Bilingual/ESL Education, and Gifted and Talented Education), D) Advanced placement and dual credit course work, E) Transcript review for appropriate full or partial credit, F) Credit recovery or credit repairs services, G) Assessment interventions and scores, H) Discipline interventions, I) Four-year cohort graduation, J) Graduation of all homeless students (e.g., current cohort, continuers and early graduates), K) College and career readiness programs and support services, L) Post-secondary transition plan, and M) Other programs or services. These processes include homeless students. The Specialist monitors the processes and advocates as needed.

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10. 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	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
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12. 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

1.	The McKinney Vento Student Support Specialist salary	\$66,635
2.	Benefits	\$4,284
3.		
4.		
5.		

Professional and Contracted Services

6.	Region IV for relevant trainings	\$200
7.		
8.		
9.		
10.		

Supplies and Materials

11.	Reading Materials	\$12,000
12.	Instructional Supplies	\$2,047
13.		
14.		

Other Operating Costs

15.	Professional Travel	\$2,200
16.	Registration for virtual training	\$500
17.		

Capital Outlay

18.		
19.		
20.		

Direct and indirect administrative costs:
TOTAL GRANT AWARD REQUESTED:

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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 emailed to competitivegrants@tea.texas.gov Include all sections pertinent to the amendment (including budget attachments), along with a completed and signed copy of page 1 of the application. More detailed amendment instructions can be found on the last page of the budget template.

You may duplicate this page.

For amendments, choose the section you wish to amend from the drop down menu on the left. In the text box on the right, 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.

Section Being Negotiated or Amended	Negotiated Change or Amendment
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<input type="text"/>	<input type="text"/>
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