



**2022-2023 Summer Career and Technical Education Grant**  
**Letter of Interest (LOI) Application Due 11:59 p.m. CT, November 8, 2022**

NOGA ID

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

This LOI application must be submitted via email to [loiapplications@tea.texas.gov](mailto:loiapplications@tea.texas.gov).

The LOI application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, November 8, 2022**.

Grant period from **March 1, 2023-September 30, 2023**

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

Application stamp-in date and time

**Required Attachments**

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)

See the Program Guidelines for additional attachment information.

**Select Focus Area (Applicants May Select One or Both Focus Areas)**

Focus Area 1: Career and Technical Education Course

Focus Area 2: Work-Based Learning Experiences

**Amendment Number**

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

**Applicant Information**

Organization **Lubbock ISD** CDN **152901** Campus  ESC **17** UEI **S9DZAL4BFED8**

Address **1628 19th Street** City **Lubbock** ZIP **79401** Vendor ID **1-756001989**

Primary Contact **Dr. Lane Sobehrad** Email **lane.sobehrad@lubbockisd.org** Phone **806-219-0089**

Secondary Contact **Amy Baker** Email **amy.baker@lubbockisd.org** Phone **806-219-2803**

**Certification and Incorporation**

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

LOI application, guidelines, and instructions

Debarment and Suspension Certification

General and application-specific Provisions and Assurances

Lobbying Certification

Authorized Official Name **Dr. Kathy Rollo**

Title **Superintendent**

Email **kathy.rollo@lubbockisd.org**

Phone **806-219-0070**

Signature

Date **11/14/22**

**Shared Services Arrangements**

Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**

- The LEA or ESC submitting this application is the fiscal agent of a planned SSA. All participating agencies will enter into a written SSA agreement describing the fiscal agent and SSA member responsibilities. All participants understand that the "Shared Services Arrangement Attachment" must be completed and signed by all SSA members, and submitted to TEA before the NOGA is issued.

**Statutory/Program Assurances**

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2022-2023 Summer Career and Technical Education Grant Program Guidelines.
4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2022-2023 Summer Career and Technical Education Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
5. The applicant provides assurance that curriculum will be appropriately aligned to regional labor market supported CTE programs of study.
6. The applicant provides assurance to provide data to TEA on student completion of courses through the Fall PEIMS Collection process.
7. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.

**Summary of Program (Focus Area 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 program will address the mission and needs.

Through a partnership with Slaton ISD, Lubbock ISD will host an in-person accelerated summer course for "Introduction to Welding." The course will be used to meet two primary goals: (1) Increase the number of students able to complete a Welding Program of Study; and (2) assist Slaton ISD by increasing their participation in a dual-credit welding partnership program with South Plains College.

Based on the list of targeted occupations from the South Plains Workforce Development Board, Welders, Cutters, Solderers, and Brazers are in high demand. Both districts have unique challenges to overcome in providing a complete program of study with adequate space, staffing, and resources. The accelerated summer course will help to offset some of these challenges. The course will run for a minimum of 5 weeks and produce at least 76 hours of student learning and training.

The course will be offered to incoming 10th or 11th graders interested in pursuing a welding career or program of study. There will be a maximum of 36 seats in the course. 66% of seats will be allocated to Lubbock ISD and 34% of seats will be allocated to students from Slaton ISD. If a district does not fill their allocated seats, they will be available for the other district to utilize in order to ensure maximum participation in the course.

Lubbock ISD has a robust Welding Program of Study, however, completion of three full courses is a critical concern. During the 2022-2023, there were 98 students enrolled in Welding 1, 67 students in Welding 2, but only 11 students in Practicum. Additionally, the district does not currently offer an Introduction to Welding course due to limitations on space and staffing. 53 of 98 Welding 1 students are 11th graders, which also means it is not currently possible for them to complete the Welding Program of Study. By offering Introduction to Welding during the summer, it allows our rising 11th graders an opportunity to complete their Program of Study, and reduces the time-commitment barrier of 10th graders who are currently opting out of the Practicum offering.

Slaton ISD is a small, rural district with a total high school enrollment of 386. These smaller numbers provide staffing/space restrictions and budgetary constraints that Lubbock ISD is able to assist with by providing access to facilities and instruction during the summer. This access will provide Slaton ISD students an opportunity to complete their Program of Study and meet the requirements for course credit transfer to participate in a dual-credit Welding opportunity with South Plains College

**Summary of Program (Focus Area 2)**

Provide an overview of the program to be implemented with grant funds. Include the overall mission and specific needs of the organization. Describe how the program will address the mission and needs.

**Qualifications and Experience for Key Personnel (Focus Area 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.

Title and Responsibilities of Position	Required Qualifications and Experience
Welding Instructor #1 (lead instructor). Safely supervise students; operate equipment; maintain grades; and communicate with students and parents.	Certified CTE instructor with 20 years of both welding and instructional experience; Lubbock ISD Employee
Welding Instructor #2. Safely supervise students; operate equipment; maintain grades; and communicate with students and parents.	Certified CTE instructor with 8 years of both welding and instructional experience; Lubbock ISD Employee
Welding Aide. Provide safety and instructional oversight during the hands on portion of the lab; be available for lab prep work during instruction.	Welding instructional aide with 2 years experience; Lubbock ISD Employee
Lubbock ISD CTE Administrator/s. Oversight of all CTE courses, programs, and pathways; project manager for all externally funded CTE programs.	Lubbock ISD Executive Director of CTE; Lubbock ISD Coordinator of CTE
Slaton CTE Administrators. Ensure students' prerequisites have been met; transcript course credit; ensure enrollment in welding course(s)	Slaton ISD CTE Administrator.

**Qualifications and Experience for Key Personnel (Focus Area 2)**

Outline the required qualifications and experience for primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program. Include whether the position is existing or proposed.

Title and Responsibilities of Position	Required Qualifications and Experience

**Goals, Objectives, and Strategies (Focus Area 1)**

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

GOAL 1A: Implement a 5 week, intensive, hands-on training in an industry-standard facility for Introduction to Welding. Instructors will train and prepare students in participating districts, guiding students through the process of understanding the safety considerations in the welding industry, the standards for types of welds and their applications, and the technical aspects of welding including settings and adjustments based on environment and application.

GOAL 1B: Increase the available seats in the Welding Program of Study by 24 for Lubbock ISD students. This will provide an additional opportunity for students to complete a Program of Study, connecting them with industry needs.

GOAL 2A: Through a partnership with Lubbock ISD, Slaton ISD students will be prepared to enter into a dual-credit welding program with South Plains College.

GOAL 2B: Increase the available seats in the Welding Program of Study by 12 for Slaton ISD students. This will provide an additional opportunity for students to complete a Program of Study, connecting them with industry needs.

STRATEGY 1: Offer Introduction to Welding during the summer to utilize existing space outside of the standard instructional calendar year, allowing instructors to expand the Welding program without impacting existing programs.

STRATEGY 2: Students will be recruited through interest surveys and campus promotional efforts with counselors.

Transportation needs will be addressed and managed by the participating districts. Emphasis will be placed on removing barriers to access for all students. All personal protective equipment will be provided at no cost to the student. All consumable materials will be provided by the grant.

STRATEGY 3: Structure daily activities around hands-on learning. Daily schedule will consist of 1 hour of classroom instruction on equipment setup and calibration, weld types and applications, and basic levels of inspection; and 3 hours welding in different applications under the direct oversight of qualified instructors. This is essential to complete the necessary learning objectives in the 5 week time frame.

STRATEGY 4: Maintain a 12:1 or lower student : teacher ratio. This provides a high-quality program environment to facilitate learning acceleration, safety, small-group instruction, and industry best practices for hands-on training.

**Goals, Objectives, and Strategies (Focus Area 2)**

Describe the major goals/objectives of the proposed program. What activities/strategies will be implemented to meet those goals/objectives?

**Performance and Evaluation Measures (Focus Area 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.

Lubbock ISD and Slaton ISD agree to collect data and report on the following performance measures:

1. Student information as a part of the fall PEIMS collection. This will determine the demographics of the students served.
2. Number of students enrolled in the Introduction to Welding summer program.
3. Number of students completing the Introduction to Welding summer program.
4. Report all data related to PEIMS (In the Fall PEIMS Submission)
5. Number of Introduction to Welding students enrolled in Welding 1 Fall 2023
6. Number of students completing the Welding Program of Study by SY 2025-2026 as compared to SY 2021-2022.

In addition, Lubbock ISD and Slaton ISD will evaluate student progress and success based on the following measures:

- A. By successfully completing "Introduction to Welding," a student will...
  - A.1. successfully implement proper safety procedures in a welding lab, read and interpret welding blueprints and symbols, and set up and calibrate welding equipment in accordance with industry standards.
  - A.2. demonstrate proficiency in three separate welding functions, including oxy-fuel cutting, shielded metal arc welding, and gas metal arc welding.
  - A.3. complete at least 70 hours of curriculum and hands-on training.
  - A.4. attend at least 90% of classes and successfully perform all 3 welding processes in order to receive credit for the class.

Grades & attendance will be used to monitor student progress. Parent communication will provide grade updates & feedback. Upon successful completion of the course, students will receive 1.0 credit for Introduction to Welding on their transcript in PEIMS and have guaranteed placement in a Welding 1 course in the upcoming school year.

**Performance and Evaluation Measures (Focus Area 2)**

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.

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**Budget Narrative (Focus Area 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.

\$12,500 Personnel (\$5,000 for each instructor + \$2,500 for 1 teacher's aide)

\$10,800 Personal Protective Equipment (PPE) (approximately \$300 / student)

- Includes gloves, welding hoods, glasses, boots, jackets and aprons for all students at no out-of-pocket cost. This will remove potential barriers for students and encourage higher levels of participation from our low socio-economic populations.

\$16,000 Materials and supplies (consumable and non-consumable supplies for student learning)

- Consumable supplies (\$10,000) include items such as metal, rods, wires, grinder wheels, etc. Consumables ensure adequate hands-on training and skill development for all students in both a classroom and lab setting
- Non-consumable supplies (\$6,000) include Iron-worker blades used to cut the raw material into individual pads used for different weld practices, and two updated hydraulic presses that will allow a more efficient break test on each weld performed, providing an opportunity for inspection of the weld. These supplies will ensure that the lab has all the equipment, necessary parts and capacity to offer a full service summer program.

\$1,038 Indirect Cost Rate (approved restricted rate of 2.785%)

\$40,338 Total Costs

Lubbock ISD is providing access to a industry-standard learning space. However, the non-consumable supplies and PPE will allow a greater number of students to safely train at the same time. Each item on the proposed budget will help students achieve the highest level of training and achieve the objectives of the course. PPE equipment will be retained by each of the partnering districts based on the number of students who participated during the grant period.

**Budget Narrative (Focus Area 2)**

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.

**Program Requirements**

1a. Needs Assessment (Focus Area 1): Applicants must complete a Needs Assessment Summary indicating specific area of needs the LEA has that hinders the completion of courses within programs of study. (For example: describing scheduling conflicts, specific program of study teacher availability, etc.)

Welders, Cutters, Solderers, and Brazers are listed as one of the top 25 "target occupations" for the Southplains. Based on a summary of local needs performed in conjunction with participating districts as well as the Manufacturing Industry Advisory Panel, Lubbock ISD has identified the following areas of concern:

- (1) The amount of prepared students currently entering the manufacturing industry is insufficient to meet the market demand in Lubbock and the surrounding areas. This accelerated summer activity would increase the participation in existing welding programs, as well as enhance the opportunities for participation in practicums and internship experiences as the student progresses through the program of study.
- (2) Slaton ISD lacks the resources and manpower to meet the demand of their stakeholders. This addition to their program of study will allow them to more efficiently equip students for entry into the workforce. The partnership with Lubbock ISD will allow resources such as access to industry standard equipment and access to high quality instructors with a system for training students for certification and industry participation.
- (3) In Lubbock ISD, students are only able to access the welding program as incoming sophomores, limiting the amount of classes they are able to take. Allowing an opportunity for an Introduction to Welding class opens up more scheduling opportunities for students, allowing students who will not have availability for a practicum class as a senior the ability to still complete a program of study and be career ready upon graduation.
- (4) The ultimate goal of the summer course is to increase CONTINUANCE in a welding program of study and close course gaps which currently prohibit students from completing three or more welding courses.

1b. Needs Assessment (Focus Area 2): Applicants must complete a Needs Assessment Summary indicating specific area of needs the LEA has to offer work-based learning opportunities. (For example: describing transportation limitations, describing scheduling conflicts, or specific program of study teacher availability, etc.)

[Empty box for Focus Area 2 needs assessment]

**Program Requirements, cont'd.**

2. **Focus Area 1:** Applicants must specify which program(s) of study and the CTE course(s) in the program(s) of study that will be offered (see <https://tea.texas.gov/academics/college-career-and-military-prep/career-and-technical-education/cte-programs-of-study> for a list of the approved statewide programs of study). Include the number of students who will be engaged and supported in this focus area.

The goal is to enhance continuance and completion of a WELDING Program of Study.

The course used to close this gap is "Introduction to Welding".

3. **Focus Area 2:** Applicants must specify business and industry partners who will be involved in the program. Additionally, applicants will need to specify the work-based learning model(s) which will be utilized and the number of students who will be engaged and supported.

**Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)**

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

*You may duplicate this page*

**Amended Section**

**Reason for Amendment**