

Informal Discretionary Competition (Grant)

LASO Cycle 3 (2024-2025)

Learning Acceleration Support Opportunities

**2024-2025 Advanced Placement Computer Science
Principles Grant**

Program Guidelines

REVISED 02/12/25

Authorized by General Appropriations Act (GAA), Article III,
Rider 74, 88th Texas Legislature



Grant Application Due Date

December 13, 2024; 5:00 p.m. CST

TEA[®]
Texas Education Agency

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Grant Program Guidelines

| | |
|---|--|
| Grant Name as it will appear on the TEA Grant Opportunities Page | Advanced Placement (AP) Computer Science Principles (CSP) Grant |
| Application Due Date | December 13, 2024; 5:00 p.m. CT |
| Program Authority | General Appropriations Act (GAA), Article III, Rider 74, 88th Texas Legislature. |

Introduction

TEA, as the pass-through entity¹, is the grantee² from the U.S. Department of Education (USDE) and TEA awards subgrants to non-federal entities³ such as local educational agencies (LEAs), including school districts, charter schools, and education service centers, and to a lesser degree institutions of higher education (IHEs), and nonprofit organizations (NPOs) who are the agency’s subgrantees⁴. These guidelines apply to all subgrantees of TEA, regardless of whether referenced herein as subgrantee or grantee. For purposes of this document, TEA may use the terms grantee and subgrantee synonymously for its subrecipients.

This part of the request for application (RFA), Program Guidelines, is to be used in conjunction with the [General and Fiscal Guidelines](#) and any application instructions.

For applicants selected for funding, all guidelines and instructions will be incorporated by reference into the Notice of Grant Award (NOGA).

Reference to the General and Fiscal Guidelines

The Program Guidelines provide information specifically relevant to this grant program. The [General and Fiscal Guidelines](#) provide information relevant to all TEA grant programs. Throughout the Program Guidelines, cross-references are given to applicable sections of the [General and Fiscal Guidelines](#). It is critical that you review all referenced sections of the [General and Fiscal Guidelines](#) when preparing your application.

Errata Notices

See the [General and Fiscal Guidelines](#), Errata Notices.

¹ Pass-through entity is defined as a non-Federal entity that provides a subaward to a subrecipient to carry out part of a federal program. (2 CFR 200.74)

² Grantee is defined as the legal entity to which a grant is awarded and that is accountable to the federal government for the use of the funds provided. The term “grantee” does not include any secondary recipients, such as subgrantees and contractors that may receive funds from a grantee. (34 CFR 77)

³ Non-federal entity is defined as a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient. (2 CFR 200.69)

⁴ Subgrantee is defined by TEA to be the same as a subrecipient which is defined as a non-federal entity that receives a subaward from a pass-through entity to carry out part of a federal program; but does not include an individual that is a beneficiary of such program. (2 CFR 200.93) Subgrantee is defined in 34 CFR 77 as the legal entity to which a subgrant is awarded and that is accountable to the grantee for the use of the funds provided.

Overview of the Informal Discretionary Competition (IDC) Grant Process

The following steps provide a high-level overview of the process for responding to a grant opportunity, including submitting an application, and being selected for funding:

1. TEA publishes IDC application and supporting documents on the [TEA Grant Opportunities](#).
2. Eligible applicants submit the grant application via Qualtrics by the specified deadline in this document.
3. Grant applications are reviewed and scored. Note: The highest scoring applicants may be required to attend an oral interview or respond to questions regarding their IDC application.
4. TEA announces applicants selected for funding on the TEA [Grants Awarded Data](#) webpage.
5. Applicants selected for funding will be required to submit and certify an eGrants funding application including assurances and a budget summary to receive funding. Note: All data submitted in the grant application is incorporated into the eGrants funding application under the Notice of Grant Award (NOGA).
6. TEA staff conducts budget negotiations on the IDC application.
7. Notice of Grant Award (NOGA) issued upon successful completion of the negotiation process.

Contact for Clarifying Information

See the [General and Fiscal Guidelines](#), *TEA Contacts*.

The following TEA staff member should be contacted with questions:

Grant Program Contact

| | |
|------------------------------|--|
| Program manager name | Kay Humes |
| Program manager title | Statewide Coordinator for Advanced Academics |
| Program manager email | Kay.Humes@tea.texas.gov |
| Program manager phone | 512.463.8823 |

Additional Program Contact

| | |
|------------------------------|---|
| Program manager name | Krystal Garza |
| Program manager title | Director, Postsecondary Preparation Programs College, Career and Military Prep |
| Program manager email | Krystal.Garza@tea.texas.gov |
| Program manager phone | 512-463-9371 |

Funding Contact

| | |
|------------------------------|---------------------------------|
| Program manager name | Competitive Grants Unit |
| Program manager title | Grants Administration Division |
| Program manager email | competitivegrants@tea.texas.gov |
| Program manager phone | 512-463-8525 |

U.S. Department of Education and/or State Appropriations

The following is provided in compliance with the U.S. Department of Education Appropriations Act:

| CATEGORY | AMOUNT |
|---|---------------|
| Total funds available for this project | \$1,292,550 |
| Percentage to be financed with federal funds | 0% |
| Amount of federal funds | \$0 |
| Percentage to be financed from nonfederal sources | 100% |
| Amount of nonfederal funds | \$1,292,550 |

*Should additional funding become available for this program, the agency may add it to the base amount indicated above and fund additional qualifying awardees until all funding is exhausted

Timeline

For all dates related to the grant, including reporting dates, see the [TEA Grant Opportunities](#) page. If a report due date falls on a weekend or holiday, the report will be due the following business day. All dates except the grant ending date may vary slightly as conditions require.

| Date | Event |
|-------------------------------------|---|
| October 1, 2024 at 10:00 a.m. | General Webinar Option 1 Registration link can be found on the LASO 3 website . |
| October 3, 2024 at 3:00 p.m. | General Webinar Option 2 Registration link can be found on the LASO 3 website . |
| October 14, 2024 | Grant application available LASO individual application links will be emailed to Superintendents on October 14, 2024. Please see the LASO 3 website for more information. |
| October 17 2024 at 9:00 a.m. | Program Specific Webinar Option 1 Registration link found on the LASO 3 website . |
| October 17, 2024 at 11:00 a.m. | Program Specific Webinar Option 2 Registration link found on the LASO 3 website . |
| November 1, 2024 | Deadline to submit questions for the final FAQ document Applicants may email their questions to the LASO central inbox at LASO@tea.texas.gov . |
| November 13, 2024 | FAQ Publishing The FAQs for this grant program will be posted to the TEA Grant Opportunities page and LASO website no later than the date listed on the Grant Timeline. See General and Fiscal Guidelines , Frequently Asked Questions. |
| December 13, 2024 | Due date for the IDC Qualtrics application. The LASO 3 application must be received by the TEA by 5:00 p.m., Central Time. See General and Fiscal Guidelines , LASO 3 Application Due Date and Time |
| December 20, 2024- January 30, 2025 | Application review period, including interviews if necessary See General and Fiscal Guidelines , Review Process |
| February 20, 2025 | Anticipated award announcement |
| February 20, 2025 | eGrants ADC and Application opens for awarded applicants |
| March 1, 2025 | Beginning date of grant (if selected for funding) See General and Fiscal Guidelines , Grant Period |
| March 24, 2025 | Due Date for eGrants Application |
| January 30, 2027 | Amendment due date of grant (if selected for funding) See General and Fiscal Guidelines , Grant Period |
| April 30, 2027 | End date of grant (if selected for funding) See General and Fiscal Guidelines , Grant Period |

Grant at a Glance

This section provides fundamental information pertinent to the grant program.

Authorizing Legislation

This grant is authorized by the General Appropriations Act (GAA), Article III, Rider 74, 88th Texas Legislature.

Grants For Advanced Placement Computer Science Principles Courses. It is the intent of the legislature that, out of money appropriated above to the Texas Education Agency for Strategy A.2.4, School Improvement & Support Programs, the agency shall allocate \$1,292,550 to be used in fiscal years 2024 and \$1,292,550 for fiscal year 2025 to assist each school district in the state in making an Advanced Placement Computer Science Principles course available at each high school in the district. The Commissioner shall adopt a process for submission of a grant application, and require that grant funds are used only for technology, teacher training, and other expenses related to offering an Advanced Placement Computer Science Principles course.

Where to Submit the Grant Application

LASO individual application links will be emailed to Superintendents on October 14, 2024. Please see the [LASO 3 website](#) for more information.

Purpose of Program

The APCSP grant is offered to assist each school district in the state in making an Advanced Placement Computer Science Principles course available at each high school in the district and to support students in their exploration of computer science related professions. The objectives for the grant are to increase participation and performance of students taking and passing the AP Computer Science Principles (APCSP) course and scoring a 3 or higher on the exam, increase the number of special population and non-traditional students enrolled in an APCSP course, increase the number of CTE completers taking an AP course, and increase the number of students meeting College, Career, and Military Readiness (CCMR) outcomes. The APCSP grant opportunity allows grantees to achieve these goals by providing funds for staffing, training, supplies, materials, travel, technology and equipment to plan, implement and sustain an APCSP course.

Eligible Applicants

See the [General and Fiscal Guidelines](#), Eligibility for Funding.

All Local Education Agencies (LEA) are eligible to apply.

The eligible applicants are:

- Public School Districts

- Public Charter Schools

Education Service Centers (ESCs) are not eligible to apply

Eligibility List

There is not an eligibility list for this grant

Shared Services Arrangement

See the [General and Fiscal Guidelines](#), Shared Services Arrangements.

Shared services arrangements (SSAs) are not allowed.

Application Funding

See the [General and Fiscal Guidelines](#): *Continuation Funding, Fund Management, and Use of Funds*.

It is anticipated the \$1,292,500 will be awarded to applicants with awards ranging from \$10,000 to \$100,000 based on a district's response to application questions.

*Should additional funding become available for this program, the agency may add it to the base amount indicated above and fund additional qualifying awardees until all funding is exhausted

Selection of Applicants for Funding

Applicants will be selected in rank order

Cost Share or Matching Requirement

See the [General and Fiscal Guidelines](#), Cost Share/Match Requirement.

There is no cost share or matching requirement for this grant program.

Supplement, Not Supplant

For supplement, not supplant guidance, see the Supplement, Not Supplant Handbook on the Department of Grant Compliance and Administration's [Training and Other Resources](#) page.

The supplement, not supplant provision does not apply to this grant program.

Limitation of Administrative Funds

See the [General and Fiscal Guidelines](#), Administrative Costs.

NOTE: Administrative funds include **both** direct administrative costs **and** allowable indirect costs.

TEA limits the amount of funds that may be budgeted to administer the program, including direct administrative costs and indirect costs, to no more than 15% of the total Grant awarded.

To calculate the maximum indirect costs that can be claimed for a Grant, complete the [Maximum Indirect Costs Worksheet](#), located on the Grants Administration Division's [Grant Resources](#) page.

For this state-funded Grant, the Grantee may claim a maximum for indirect costs equal to **the lesser** of its current, approved unrestricted indirect cost rate or 15%.

To calculate the maximum indirect costs that can be claimed for a Grant, complete the [Maximum Indirect Costs Worksheet](#), located on the Grants Administration Division's [Grant Resources](#) page.

Pre-Award Costs

See the [General and Fiscal Guidelines](#), Pre-Award Costs.

Pre-award costs are not permitted for this grant.

Grant Application

This section identifies the types of requirements in which applicants must comply to be eligible for funding:

- Statutory requirements (requirements defined in the authorizing statute)
- TEA program requirements (requirements defined by TEA program staff)

Statutorily Required Responses

See the [General and Fiscal Guidelines](#), Statutory Requirements.

The following requirements are defined in the statute that authorizes this program.

The applicant must comply with each of these requirements in the application to be considered for funding:

1. TEC 22.0834 of the Texas Education Code (TEC) requires any person offered employment by any entity that contracts with TEA or receives grant funds administered by TEA (i.e., a grantee or subgrantee) is subject to the fingerprinting requirement. TEA is prohibited from awarding grant funds to any entity, including nonprofit organizations, that fails to comply with this requirement. For details, refer to the General and Fiscal Guidelines, Fingerprinting Requirement.
2. The applicant provides assurance the application does not contain information protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3. The applicant agrees to adhere to all Statutory and TEA Program requirements and Assurances as noted in the 2024-2025 Advanced Placement Computer Science Principles Grant Program Guidelines.
4. The applicant will adhere to all grant performance measures as noted in the 2024-2025 Advanced Placement Computer Science Principles Grant Program Guidelines, and shall provide to TEA, upon request, any program or performance data necessary to assess the success of the program.

5. The applicant agrees that grant funds will only be used for technology, teacher training, and other expenses related to offering an Advanced Placement Computer Science Principles course.

TEA Application Required Responses

See the [General and Fiscal Guidelines](#), TEA Program Requirements.

In addition to the statutory requirements, TEA has established the following program requirements. Applicants must address within the application how they will achieve the following:

1. The applicant will complete the necessary district process to obtain school board approval to include the APCSP course in the district's course catalog for the 2025-2026 school year.
2. The applicant will provide the APCSP course exam to enrolled students free of charge.
3. The applicant will provide the technology, equipment and any additional resources required for a successfully functioning APCSP course.
4. The applicant will publicize the APCSP course offering to relevant stakeholders, high school students and their parents/guardians.
5. The applicant will recruit, onboard, and arrange for professional development for certified teachers to teach the APCSP course.
6. The LEA will provide a description of how the funds will be used, if awarded.
7. The LEA agrees to continue providing the current level or increasing the number of APCSP course opportunities.
8. The LEA agrees to provide the number of district campuses that will offer the APCSP grant opportunity and the number of teachers to be trained.
9. The applicant will plan and implement student support structures necessary to assist enrolled students to prepare for a 3 or higher score on the APCSP exam.

Statutory and Program-Specific Assurances

See the [General and Fiscal Guidelines](#), Provisions and Assurances.

1. The applicant assures 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.
2. The applicant assures to adhere to all the Statutory and TEA Program requirements as noted in the Program Guidelines.
3. The applicant assures to adhere to all the Performance Measures, as noted in the Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
4. 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.
5. The applicant acknowledges that Per Section 22.0834 of the Texas Education Code (TEC), any person offered employment by any entity that contracts with TEA or receives Grant funds administered by TEA (i.e., a Grantee or subGrantee) is subject to the fingerprinting requirement. TEA is prohibited from

- awarding Grant funds to any entity, including nonprofit organizations, that fails to comply with this requirement. For details, refer to the [General and Fiscal Guidelines](#), Fingerprinting Requirement.
6. The LEA will maintain current contact information in AskTED to ensure timely communication.
 7. The LEA will regularly submit their expenditures (monthly preferred, quarterly at minimum) to remain on-track for grant expenditures.
 8. The LEA will include APCSP as part of the course catalog and complete necessary district policies to obtain school board approval.
 9. The applicant will provide the technology, equipment and any additional resources required for a successfully functioning APCSP course.
 10. The applicant will promote the APCSP course offering to all relevant stakeholders, high school students and their parents/guardians.
 11. The LEA will recruit and onboard certified teachers to receive APCSP course training and, when necessary, become CTE certified to teach an APCSP course.
 12. The applicant will provide the APCSP exam to course-enrolled students free of charge.
 13. The applicant will plan and implement structures necessary to support enrolled students in taking and scoring a 3 or higher on the APCSP exam.

The program-specific assurances for this Grant program are listed in the Qualtrics Grant application.

Program Elements

Description of Program

Computer science is the foundation of innovation and represents a high-demand, high-wage career pathway. In 2019, there were 389,000 computing job openings but fewer than 72,000 computer science graduates to fill them. Fortunately, there is evidence to suggest that computer science course offerings in high school may address the labor market shortage.

According to College Board, students who took an Advanced Placement Computer Science Principles (APCSP) course were twice as likely to continue along a computer science pathway. In fact, students who took an APCSP course in high school were three times more likely to major in computer science in college, holding true across various demographics. However, in the 2019-2020 school year, 16% of Texas public schools offered APCSP, and only 6% of rural schools offered APCSP.

To meet workforce demand and provide valuable student pathways, Texas schools can integrate computer science into their course offerings. The Texas State Legislature has directed these funds to be administered via a grant application process determined by the TEA Commissioner in support of technology, teacher training, and other expenses related to offering an APCSP course.

Qualifications and Experience

The applicant agrees to provide data on the qualifications and experience of the existing or future staff members, as required per the program guidelines as follows:

APCSP teachers must be Texas certified classroom teachers either in computer science or in any discipline with a computer science endorsement recorded on their teaching certificate.

Performance and Evaluation Measures

The applicant agrees to collect data and report the following performance and evaluation measures:

- The number of students enrolled in the APCSP course each semester including data to identify typically underrepresented student populations including the % in demographic groups (race/ethnicity), English Learners, students who are economically disadvantaged, and students with disabilities,
- The # and % of CTE completers taking an APCSP course,
- The # and % of students enrolled in the APCSP that earned course credit,
- The # and % of APCSP-enrolled students who took the APCSP exam, and,
- The # and % of exams with a score of 3 or higher.

Limits on Contracted Evaluators

Applicants should make every effort to ensure that contracted evaluators are independent and objective.

Allowable Activities and Use of Funds

Refer to the [Budgeting Costs Guidance Handbook](#) on the Grants Administration Division's [Grant Resources](#) page for general guidance on allowable activities and use of funds.

Allowable activities and use of funds for this Grant include only the following:

General Allowable Activities and Use of Funds

Include from the following list any applicable activities and any other general uses of funds allowed for the Grant program. If programmatic allowable activities are more specific, as appropriate use that language instead. If limitations apply, include them (e.g., specific payroll positions, required contracts, etc.). If an activity is NOT allowable for this Grant program, add to the Unallowable Activities and Use of Funds list, and check the box and we will delete the activity

- Payroll costs
- Professional and contracted services
- Consumable and durable supplies and materials
- Capital outlay
- Salaries for staff working directly for grant related activities (substitute, off-contract, extra duty)
- Professional development and training for teachers
- Technology and equipment to support student projects
- APCSP student exam fees
- In-state travel

Other Allowable Operating Costs Requiring Specific Approval in the Grant Application (6400)

Field Trips

Field trips may be funded under the Grant program.

Only the following types of field trips may be allowable:

- College visits to computer science classrooms and facilities
- Work-based learning opportunities for students to see computer science principles in action
- Various businesses that provide tours and presentations for computer science students

Field trips will require a written justification form to be maintained locally and made available to TEA upon request. To access the Justification for Educational Field Trips form, refer to the [Forms for Prior Approval, Disclosure, and Justification](#) page.

Unallowable Activities and Use of Funds

Refer to the [Budgeting Costs Guidance Handbook](#) on the Grants Administration Division's [Grant Resources](#) page for general guidance on unallowable costs..

- Out-of-state travel
- Travel for students to conferences
- Stipends
- Costs for conferences
- Travel costs for officials such as executive director, superintendent, or board member
- Costs for membership in any civic or community organization
- Hosting or sponsoring of conferences
- Advisory Council
- Operating transfers out
- Non-Employee Costs for Conferences

In addition, unallowable activities and use of funds for this Grant include, but are not limited to, the following:

- Debt services (lease liabilities for terms greater than 12 months) — unallowable costs include:
 - a. Capital Lease Liability — Principal Costs (6512)
 - b. Capital Lease Liability – Interest Costs (6522)
 - c. Interest on Debt Costs (6523)
 - d. Audit services for state-funded Grants

Attachments

There are two types of attachments that may be required to be submitted with your application:

Required Program-Related Attachments

No program-related attachments are required for this Grant program.

Required Fiscal-Related Attachments

See the [General and Fiscal Guidelines](#), Fiscal-Related Documentation Required to Be on File, for a general description of fiscal-related documents that can be required as attachments to the application.

LASO Scoring and Review

This section provides information on the scoring and review of LASO applications.

LASO Review and Funding Criteria

See the [General and Fiscal Guidelines](#), *Review Criteria*

| Standard GRANT Review Criteria | Description | Maximum Points Available |
|--|--|--------------------------|
| AP Program | LEA does not currently offer an AP course. | 10 |
| APCSP Course | LEA does not currently offer an APCSP course. | 10 |
| APCSP grant engagement | LEA currently receives APCSP Grant funds. | 10 |
| APCSP expansion | LEA is adding APCSP sections or new campus(es) | 10 |
| APCSP teachers | LEA will increase number of teachers to be APCSP trained | 10 |
| Total Standard Review Points Possible | | 50 |

Priority Points

See the [General and Fiscal Guidelines](#), *Priorities for Funding*.

- LEAs in the top quartile of economically disadvantaged students in the state (10 points)
- LEAs that are classified by TEA district type as rural (10 points).

According to the TEA definition, a rural district has either

a. An enrollment of between 300 and the median district enrollment for the state and an enrollment growth rate over the past five years of less than 20 percent; or

b. An enrollment of less than 300 students. A list of schools by district type can be found at:
<https://tea.texas.gov/reports-and-data/school-data/campus-and-district-type-data-search>

Total maximum number of priority points available 20 points

In the event of a tie, LEAs will be prioritized by prior AP course participation and Economically Disadvantaged percentage.

Oral Interviews for Funding

See the [General and Fiscal Guidelines](#), *Oral Interviews for Funding*.

Oral interview do not apply to this grant.