



**2018-2019 Grow Your Own Grant Program**  
**Application Due 5:00 p.m. CT, March 13, 2018**

NOGA ID

Three copies of the application are required to be submitted. **One copy MUST bear the original signature of a person authorized to bind the applicant to a contractual agreement.** All three copies must be received no later than the above-listed application due date and time at this address:

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

Application stamp-in date and time

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**Grant Information**

Grant Period  to  (Pathways 1 and 2)  
 to  (Pathway 3)

Program Authority

Pre-award costs are not permitted.

**Required Attachments**

The following attachments are required to be submitted with the application. No other submitted materials will be reviewed.

**Each of the three Grow Your Own pathways requires an attachment to be submitted with the application. You can find links to the required attachments on the TEA Grant Opportunities page. Download and complete the appropriate attachment and submit it with your application.**

**Applicant Information**

Name  CDN or Vendor ID  ESC #  Campus #  DUNS #   
 Address  City  ZIP  Phone   
 Primary Contact  Email   
 Secondary Contact  Email

**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
- General Provisions and Assurances and any application-specific provisions and assurances
- Debarment and Suspension Certification
- Lobbying Certification

Authorized Official Name/Title  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.

701-18-106-014

**Shared Services Arrangements**

- Shared services arrangements (SSAs) are permitted for this grant. **Check the box below if applying as fiscal agent.**  
 The 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.  
 SSAs are not permitted for this grant.

**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
Snook ISD Turnover Rate for Teachers has exceeded the state rate for the past three years (2017-20.2%; 2016-38.5%; 2015-28.0%)	Providing paraprofessionals and instructional aides the means to earn a teacher certification will reduce the Snook ISD Turnover Rate for Teaches by creating highly qualified teachers who are already committed to the community for the foreseeable future
Snook ISD Average Years Experience of Teachers with District has been below the state average for the past three years (2017-5.7; 2016- 12.0; 2015-6.9)S	Providing paraprofessionals and instructional aides the means to earn a teacher certification will improve the Average Years of Experience with Snook ISD by relying less on recent college graduates who are younger and not originally from the area.
Snook ISD Years of Experience for Beginning Teachers has exceeded the state average for the past three years (2017-15.6%; 2016-2.2%; 2015-10.5%)	Providing paraprofessionals and instructional aides the means to earn a teacher certification will reduce Snook ISD's reliance on Beginning Teachers to provide instruction.

**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.

By the 2020 Texas Academic Performance Report release, Snook ISD will reduce the district Turnover Rate for Teachers to a rate below the state average of 16.4% (TAPR-2017) .

**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:

- MAY 2018 - Snook ISD and Participants agree to Memorandums of Understanding.
- August 2018 - Participants submit documentation of enrollment in an Institution of Higher Education (IHE) and/or and Educator Preparation Program (EPP).
- August 2018 - Eligible Participants begin full-time teaching assignments through EPP.
- September 2018 - Participants submit transcripts for Summer of 2018 showing course and/or degree completion.
- December 2018 - Participants submit transcripts for Fall of 2018 showing course and/or degree completion.

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

May 2019 - Participants submit transcripts for Spring of 2019 showing course and/or degree completion.  
 May 2019 - Participants begin to submit teacher exam test scores.  
 May-August 2019 - Snook ISD considers certified participants for teacher employment.

**Third-Quarter Benchmark:**

August 2019 - Eligible Participants begin full-time teaching assignments through EPP.  
 September 2019 - Participants submit transcripts for Summer of 2019 showing course and/or degree completion.  
 December 2019 - Participants submit transcripts for Fall of 2019 showing course and/or degree completion.

**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 likely Participants for the Snook ISD Grow Your Grant Program will all be starting at different places in their education. One likely Participant already has a degree, one will likely have a degree by the end of the summer, and two will be finishing up degrees through the course of the grant. As a result, what can be measured by each Participant will vary based on their starting points.

The primary measures for this grant are the completion of coursework, degrees, and teacher certification exams. If Participants are not making sufficient progress on any of these measures, Participants will be paired with the appropriate teacher(s) to provide the necessary academic assistance needed to move forward on progress measures. Obstacles for each individual will also be reviewed to ensure Participant success.

**Statutory/Program Requirements**

1. Describe your plan for the implementation of the Education and Training courses, Instructional Practices and/or Practicum in Education and Training, and CTSO (TAFE/FCCLA) chapter at participating LEA high schools.

Snook ISD has initiated its first steps to a Grow Your Own Program. This includes the new CTE Education & Training Cluster. In 2017-18, Snook ISD offered students Principles of Education & Training. In 2018-19, Snook ISD will offer Human Growth & Development and Instructional Practices, and will continue to offer these course into the 2019-20 school year. This coherent sequence was presented to the CTE Local Advisory Committee on February 28, 2018 and was developed in conjunction with ESC Region 6.

Snook ISD will be looking at appropriate opportunities for students to observe in elementary and middle school settings during the Fall of 2018. In the Spring of 2019, Snook ISD will place students in Instructional Strategies into learning settings for instructional support like prekindergarten, kindergarten, and elementary physical education classes. Students enrolled in Instructional Strategies must first receive CPR certification. Once students have earned their Education & Training coherent sequence, have received their CPR certified, and graduated from Snook ISD, they will be eligible for employment at Snook ISD to assist in the ESL Summer Program or the Summer Accelerated Instruction Program. As a requirement of employment Snook ISD requires aids to acquire an Education Aide I from the State Board of Education Certification. Snook ISD has also coordinated with its CTE Local Advisory Committee to ensure students in this cluster have the opportunities to connect with local and area professionals in various sectors of the education field.

Snook ISD intends to be an active chapter member of the Texas Association of Future Educators (TAFE). The Education & Training teacher will serve as the TAFE sponsor for all TAFE-related contests, workshops, community service, fundraisers and events. In addition, students in TAFE will be expected to compete at the regional competition.

**TIMELINE**

April-May 2018 - Education & Training teacher reviews and determines instructional materials for new courses.

July-August 2018 - Education & Training teacher attends FCSTAT Conference and TAFE Teacher Leader Workshop.

August 2018 - Students enroll in Instructional Practices and Human Growth & Development (Year 1).

September 2018 - Education & Training teacher registers Snook Secondary for Texas Association of Future Educators (TAFE) as a new chapter and enrolls new student members.

September 2018 - Education & Training teacher registers students for TAFE Regional contest.

November 2018 - Students compete in TAFE Regional contest.

February 2019 - Student compete in TAFE State contest.

May-August 2019 - Education & Training teacher attends TAFE Regional workshops.

August 2019 - Students enroll in Instructional Practices and Human Growth & Development (Year 2).

September 2019 - Education & Training teacher registers Snook Secondary for TAFE as an active chapter and enrolls student members.

September 2019 - Education & Training teacher registers students for TAFE Regional contest.

November 2019 - Students compete in TAFE Regional contest.

February 2020 - Student compete in TAFE State contest.

May-August 2020 - Education & Training teacher attends TAFE Regional workshops.

**Pathway Selection and Participation**

Complete the following section(s) to indicate your choice of pathway(s) and total request for funding.

You may apply for any pathway individually or for Pathways 1 and 2 together. Pathway 3 cannot be combined with any other pathway. Refer to the program guidelines for information on restrictions to the maximum number of participants.

**Pathway 1**

Check this box to apply for grant funding under Pathway 1.

Number of participants NA times \$13,000 NA

**Pathway 2**

Check this box to apply for grant funding under Pathway 2.

Number of participants pursuing BA and certification 3 times \$11,000 \$33,000

Number of participants pursuing certification only 1 times \$5,500 \$5,500

Total of above two lines \$38,500

**Pathway 3**

Check this box to apply for grant funding under Pathway 3.

Number of participants NA times \$22,000 NA

**Education/Training Courses and Related CTSO Participation and Events**

Number of high schools 1 times \$3,000 \$3,000

**Funding Request**

Pathway 1 NA

Pathway 2 \$38,500

Pathway 3 NA

Education and training courses \$3,000

**Total grant funds requested** \$41,500

**Statutory/Program Assurances: All Pathways**

The applicant assures that each high school campus within the participating LEA will offer the Instructional Practices and/or Practicum in Education and Training courses of the Education and Training course sequence.

The applicant assures the each high school campus within the participating LEA will establish or continue a chapter of a

CTSO that supports the Education and Training career cluster (TAFE or FCCLA) and participate in at least one competitive event.

**Statutory/Program Assurances: Pathway 1**

The applicant assures that LEA campus participants will establish or continue a chapter of a CTSO that supports the Education and Training career cluster (TAFE or FCCLA) and participate in at least one competitive event.

The LEA assures its participation in an initial TEA Teacher Institute on or around June 12-14, 2018, with participants

including Education and Training course teachers, campus principals and college/career counselors. Principals and counselors will only be required to attend on June 12.

**Statutory/Program Assurances: Pathway 3**

The applicant assures that the clinical teaching assignment is one academic year (28 weeks minimum) in length.

The applicant assures that the IHE/EPP provides residents with with teacher certification; evidence-based coursework; and an opportunity to practice and be evaluated in a school setting.

The applicant assures that the IHE/EPP provides residents with in-person and on-site coaching and evaluation, with at

least five on-site observation and feedback cycles per semester, at least two of which include the observation of a full lesson.

**Request for Grant Funds**

List all the allowable grant-related activities and other costs for which you are requesting to expend grant funds, along with the amount of grant funds you are requesting for each. The maximum grant amount you are awarded will not exceed the total you request. Before funds are awarded, you will be required to budget your planned expenditures by class/object code. In the list, group similar activities and costs, keeping salaries, contracts, computers, and other related expenses together.

	Description of Activity or Cost	Amount Budgeted
1.	Institution of Higher Education (IHE) & Educator Preparation Program (EPP) Reimbursements	\$37,000
2.	Substitutes	\$1,000
3.	Administrative Expenses	\$500
4.	TAFE Chapter & Student Memberships	\$1,000
5.	TAFE Contest Fees & Travel Expenses	\$1,000
6.	TAFE Teacher Leader Workshop	\$500
7.	Education & Training Instructional Materials	\$500
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25.	<b>TOTAL</b>	<b>\$41,500</b>

Total grant award requested

**Grow Your Own Grant  
Pathway 2 Grow Your Own Program Attachment**

**Pathway 2: Transition of Paraprofessionals, Instructional Aides, and Long-Term Substitutes to Full-Time Teaching Roles**

**Program Participants:** Applicant must specify the number of paraprofessionals, instructional aides, and/or long-term substitutes who will participate in the program and receive the stipend.

**3 Participants (College Tuition + Educator Preparation Program) + 1 Participant (EPP only)**

**Teacher Recruitment and Selection Process:** Applicant must articulate how they plan to recruit and select high potential paraprofessionals, instructional aides and/or long-term substitutes to participate in the program and receive the grant stipend to pursue their bachelor's degree and/or teacher certification.

- The plan must address their process for identifying participants, with potential indicators including evaluation ratings, involvement in school activities, recommendations from colleagues, etc.
- The plan must also address how the applicant has considered the following in their recruitment strategy: pursuit of certification in hard-to-staff areas and degree to which the diversity of the teacher population mirrors that of the student population.
- The plan must also include a description of the Memorandum of Understanding (MOU) in which the paraprofessional, instructional aide, and/or long-term substitute commits to remain in the LEA for an agreed upon length of time in a full-time teaching role as a condition of receiving the stipend.

**SNOOK ISD RECRUITMENT PLAN**

**Hard-to-Staff Teacher Positions & Teacher Diversity**

The Snook ISD *Turnover Rate for Teachers (TAPR)* signals that about 1 out of every 5 teachers leaves the district to find other opportunities annually. While Snook ISD's proximity to Bryan/College Station affords access to new and experienced teachers, Snook ISD's ability to offer competitive pay is an obstacle to keeping highly qualified personnel for long periods of time. It is the desire of Snook ISD to hire teachers that represent the community and her interests. Many of the candidates are either products of Snook ISD, or are parents with children in Snook ISD, or both. Enabling these individuals demonstrates the district's faith and commitment to these individuals, their abilities in the classroom, and their concern for our students. Snook ISD sees the Grow Your Own Program Grant as a wise investment that will benefit all stakeholders.

**Candidate Identification**

Eligible candidates who wish to participate in Snook ISD Grow Your Own Program Grant must (1) meet the minimum grant requirements, (2) receive a satisfactory annual rating from their immediate supervisor, and (3) receive a Letter of Reasonable Assurance from Snook ISD regarding employment.

**Memorandum of Understanding**

**Between Snook ISD and Grow Your Own Program Grant Participants**

This Memorandum of Understanding is entered into by and between Snook Independent School District (the "District") and the Snook ISD employees participating in the Grow Your Own Program Grant (the "Participants")

**The Responsibilities of the District**

(1) Serve as the fiscal agent for the Grow Your Own Program Grant. This includes reimbursement for Participant tuition costs, certification exam costs, and substitute teachers.

- (2) Provide classroom placement and mentor teachers for educator preparation programs. This includes clinical teaching experiences and alternative certification methods.
- (3) Offer an opportunity to serve as a full-time teacher to Participants who earn a standard teacher certificate.
- (4) If applicants with higher qualifications are selected for teaching positions, the District will not compel Participants to serve for an additional two years for the District beyond the length of the grant.

#### The Responsibilities of the Participants

- (1) Complete coursework to earn a bachelor's degree and/or a standard teacher certification.
- (2) Serve as a full-time teacher for an additional two years for the District beyond the length of the grant.
- (3) Serve as an employee in good standing for the District.