



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

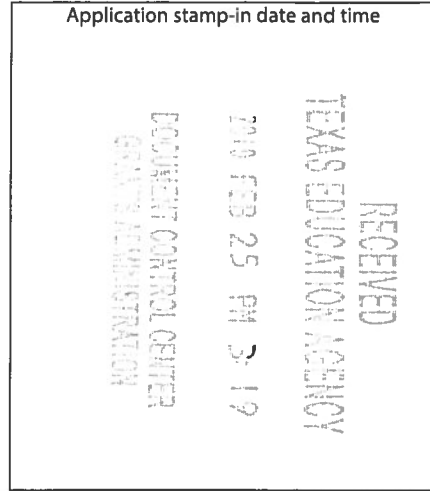
NOGA ID

Authorizing Legislation

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

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

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



Grant period from

Pre-award costs are not permitted.

Required Attachments

No attachments are required to be submitted with this application.

Amendment Number

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

Applicant Information

Organization CDN Vendor ID ESC DUNS

Address City ZIP Phone

Primary Contact Email Phone

Secondary Contact Email Phone

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
- General Provisions and Assurances
- Application-specific Provisions and Assurances
- Debarment and Suspension Certification
- Lobbying Certification

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.

Shared Services Arrangements

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

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

Identify/Address Needs

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

Quantifiable Need	Plan for Addressing Need
Teague ISD has identified a need to provide the opportunity for students to obtain Industry-based Certification in Arts, Av Tech & Communications primary career cluster.	Purchase equipment for course pathway in Graphic Design/Photoshop. Become a testing site for Adobe Certified Associate-Photoshop certification exam. Pay for practice exams and student exams for Adobe Certified Associate-Photoshop certification.

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 June 2020, Teague ISD will offer and administer the Adobe Certified Associate-Photoshop certification exam to students who have completed the Graphic Design course pathway. We will achieve the goal by providing curriculum, instruction, and real-world experiences with state of the art equipment for students enrolled in Graphic Design 1, Graphic Design 2, and Commercial Photography courses during the 2019-2020 school year. Teague ISD will also apply to become an authorized testing site for the ACA-Photoshop certification exam and pay for the certification exams for students.

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

July 1, 2019 – October 15, 2019
Equipment will be ordered and received. Equipment will be installed in classrooms/labs. District will document number of students enrolled in one or more Graphic Design pathway courses. District will document number of students enrolled in final Graphic Design pathway course (potentially eligible to take certification test.) Teacher will prepare Year-at-a-Glance documents for alignment of course instruction in Graphic Design 1, Graphic Design 2, and Commercial Photography courses.

Measurable Progress (Cont.)

Second-Quarter Benchmark

October 16, 2019 – January 31, 2020

Teacher will document activities completed using new Graphic Design/Photography equipment in pathway courses. Teacher and campus administrator will compare skills that have been taught in pathway courses to Year-at-a-Glance projections and make necessary adjustments. District will submit application requirements to Certiport for Teague High School to become an authorized testing site for Adobe Certified Associate-Photoshop exam.

Third-Quarter Benchmark

February 1, 2020 – May 15, 2020

District will purchase vouchers for Adobe Certified Associate-Photoshop practice exams. Teacher will administer Adobe Certified Associate-Photoshop practice exams. Teacher will adjust instruction to fill in any skill deficiencies identified in Adobe Certified Associate-Photoshop practice exams. District will receive Adobe Certified Associate-Photoshop testing site authorization.

Project Evaluation and Modification

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

Teague ISD will compile and evaluate the following documentation as it relates to the Perkins Reserve Grant:

- Number of students enrolled in each pathway course (Graphic Design 1, Graphic Design 2, and commercial Photography) for the 201902020 school year. This information will benefit the High School Counselor in planning course availability, projected future enrollment in the Graphic Design pathway courses, and need to promote and recommend this pathway to students as a viable career preparation option.
- Number of students that complete the Graphic Design course pathway and are eligible to take the Adobe Certified Associate-Photoshop certification exam.
- Number of graphic design/imaging projects/activities completed by students in all Graphic Design pathway courses. This information will help guide curriculum adjustments/alignment in future course offerings and provide the district with documentation of amount of consumable materials required for use in this program. Consumables will be funded with local funds (as opposed to Perkins Reserve Grant funding.)
- Comparison of ACA-Photoshop practice test results and actual certification test results to guide Teague ISD in determining the effectiveness of providing a practice exam for students prior to actual administration of ACA-Photoshop certification exam.
- Number of students that successfully obtain ACA-Photoshop certification after completing the Graphic Design course pathway in Teague ISD. This information will ultimately determine the effectiveness of instruction and exam preparation provided to students in the Graphic Design course pathway and guide the district in making necessary adjustments to sustain the program in the future.

Statutory/Program Assurances

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

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 3. The applicant provides assurance that they will continue to meet all Statutory Requirements as outlined in their 2019–2020 Perkins Formula Grant, which is incorporated by reference.
- 4. The applicant provides assurance that curriculum will be appropriately aligned to regional labor market supported CTE programs of study.
- 5. The applicant provides assurance to adhere to all Statutory Requirements and TEA Program Requirements as noted in the 2019–2020 Perkins Reserve Grant Program Guidelines.
- 6. The applicant provides assurance to adhere to all Performance Measures, as noted in the 2019–2020 Perkins Reserve Grant Program Guidelines, and shall provide the Texas Education Agency, upon request, any performance data necessary to assess the success of the program.
- 7. **Focus Area 1** applicants provide assurance that they will submit a Memorandum of Understanding (MOU) detailing the relationship between the institute of higher education, the LEA, and business and industry partner(s) within 90 days of the grant start date. The MOU will establish joint decision-making procedures that allow for planning and implementation of a coherent program across the institutions. The partnership and the MOU must include provisions and processes for collecting, sharing, and reviewing student data to assess the progress of the students.
- 8. **Focus Area 1** applicants provide assurance that they and at least one representative from each required partner organization will attend all required conferences as described in the 2019–2020 Perkins Reserve Grant Program Guidelines.
- 9. **Focus Area 2** applicants provide assurance that any industry-based certifications supported through this grant are listed on the 2018–2019 or 2019–2020 Final List of Industry-Based Certifications of the A-F Accountability System.

TEA Program Requirements

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

TEA Program Requirements

2. **FOCUS AREA 1 APPLICANTS:** Provide a design for at least one CTE program of study that spans secondary and postsecondary education and includes an appropriate sequence of courses that are aligned with high-wage and in-demand occupations identified by the local regional workforce board. The design must:

- Describe the commitment from all partners to assist with curriculum development to support relevant and frequent industry experiences for students participating in the program.
- Identify strategic partnerships that are already in place that provide an advantage in implementing the proposed project.

TEA Program Requirements

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

[Empty response box for providing a sample crosswalk]

TEA Program Requirements

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

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

TEA Program Requirements

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

Teague ISD ' s proposed project includes providing the opportunity for students to obtain the Adobe Certified Associate-Photoshop industry-based certification in the Arts, AV Tech, and Communications Primary Career Cluster.

Because Teague ISD is located in a rural area with a few small towns nearby, we have very few large corporate employers in the area. Small locally owned businesses comprise the bulk of the local business community. In order for small business to compete in the market, they are becoming increasingly dependent upon social media as a platform to reach potential customer/clients. Individuals with Graphic Design expertise are needed to help small businesses develop and implement their advertising strategies through a variety of media including social media, print media, and promotional items.

According to the US Department of Labor O*NET database and supplemental information from the Bureau of Labor Statistics, Census Bureau, and Labor Market and Career Information data, Graphic Designer positions in Texas numbered 15,937 in 2016. The projected annual employment opening for Graphic Designers is 1755 with an average income of \$49,590.00. Projected median annual income for an individual with Adobe Certified Associate-Photoshop certification is \$47,382.00. Related O*NET occupations include Desktop Publishers, Multimedia Artists, and Advertising/Promotions Managers.

Teague ISD has chosen to pursue the Graphic Design/Commercial Photography course pathway and ACA-Photoshop certification because businesses in the local area are in need of employees with expertise and experience in graphic design and related fields.

TEA Program Requirements

7. **FOCUS AREA 2 APPLICANTS:** Identify how many students will benefit from the grant funding and explain how offering of industry-based certifications will benefit students currently enrolled in the aligned CTE programs of study.

- If choosing to **certify a teacher in the industry-based certification to test students**, identify how many students will benefit from the grant funding and explain how this will benefit students.
- If choosing to **become a testing site**, the identify how many students will benefit from the grant funding and describe how becoming a testing site will benefit students in the LEA and within the region.

Teague ISD currently has 98 students enrolled in one or more Graphic Design or Commercial Photography courses. We anticipate that enrollment will remain stable through the 2019-2020 school year. We project that at the end of the 2019-2020 school year, we will have approximately 20 students who have completed the Graphic Design/Commercial Photography course pathway and will be prepared to sit for the Adobe Certified Associate-Photoshop certification exam. The acquisition of the ACA-Photoshop certification could lead to immediate gainful employment with a wide variety of local employers who need employees with expertise in designing and producing graphics for advertising and promotional products. Students who plan to seek additional education in the graphic design field will also be prepared for the challenges of technical school or other institutions of higher learning.

Currently the nearest testing site for ACA-Photoshop certification is 122 miles away. This distance prohibits 90% of our students from taking the exam. By becoming a testing site, Teague ISD will be able to offer this exam to Teague High School students as well as students from other school districts with the region who need to take the certification test. This will benefit the 20 students that are projected to be prepared to take the exam at the end of the 2019-2020 school year by eliminating the need to travel 122 miles to the nearest authorized testing center.

TEA Program Requirements

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

The process for paying for exams includes the following:

- The instructor will create a requisition and purchase order for the ACA-Photoshop Certification Exam with one Retest for students completing the Graphic Design course pathway.
- The district Business Office will submit purchase order to vendor to purchase vouchers for the ACA-Photoshop Certification Exam with one Retest for students completing the Graphic Design course pathway.
- The district Business Office will remit payment to vendor.
- District Business Manager will request reimbursement of funds from TEA/Perkins Reserve Grant funding for certification exams.

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

Teague ISD has already implemented the Graphic Design course pathway (Graphic Design 1, Graphic Design 2, and Commercial Photography.) Students are currently enrolled in the 3 courses for 2018-2019 school year. There will be approximately 20 potential industry-certification candidates at the end of the 2019-2020 school year.. Curriculum materials have been purchased and are currently in use by a certified instructor in these courses. The district has the most current version of Adobe Creative Cloud software in place. The district has already purchased the most basic photography, imaging, and printing equipment to meet the minimum requirements of these courses. The course pathway instructor has already made arrangements to take the ACA-Photoshop certification exam to better acquaint him/herself with the requirements and demands of the exam. Having these critical elements in place will ensure success of the project during the grant period.

TEA Program Requirements

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

Teague ISD will ensure that students are prepared for the industry-based certification exams in the following ways:

- Have instructor take ACA-Photoshop certification exam in order to have greater understanding of exam requirements.
- Use curriculum aligned with the current software and ACA-Photoshop certification exam.
- Provide hands-on projects, opportunities, and scenarios for students to learn, develop, and master graphic design skills.
- Provide ACA-Photoshop Practice Exam 4 to 6 weeks prior to actual exam.

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

Teague ISD already has the following partnerships in place that provide the district with an advantage in implementing the Graphic Design course pathway and ACA-Photoshop certification:

- Communities In Schools-Our CIS Site Coordinator works and counsels Teague High School students in making course pathway decisions. The Graphic Design/ACA-Photoshop certification course pathway adds an option in the Arts, Av Tech & Communications primary career cluster.
- Economic Development Corporation of Teague, Inc.-The Economic Development Corporation of Teague provides support and funding to small businesses and entrepreneurs in the local area. The EDC of Teague supports the district ' s efforts to offer our students a career path with industry-based certification that could lead to future employment within small businesses located in our city/area.
- The Teague Chamber of Commerce-The Chamber recognizes the need for Teague High School students to have an industry-based certification on their resume in order to obtain gainful employment with small businesses in the Teague/Freestone County area. The Chamber supports the efforts of Teague ISD in providing an opportunity and pathway for students to achieve this goal.

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"/>
Group	<input type="text"/>	Barrier	<input type="text"/>

PNP Equitable Services

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

- Yes No

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

Are any private nonprofit schools participating in the grant?

- Yes No

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

5A: Assurances

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

5B: Equitable Services Calculation

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

Request for Grant Funds

List all of the allowable grant-related activities for which you are requesting grant funds. Include the amounts budgeted for each activity. Group similar activities and costs together under the appropriate heading. During negotiation, you will be required to budget your planned expenditures on a separate attachment provided by TEA.

PAYROLL COSTS (6100)

BUDGET

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

PROFESSIONAL AND CONTRACTED SERVICES (6200)

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

SUPPLIES AND MATERIALS (6300)

ACA-Photoshop Practice Exams and Certification Exam Vouchers with Retake	\$3500
Photoprinter	\$4200
Digital Heat Press & Accessories	\$1097

OTHER OPERATING COSTS (6400)

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

CAPITAL OUTLAY (6600)

Heat Transfer Laser Printer	\$6995
Large/Wide Format Printer and Accessories	\$13015
Vinyl Plotter, Stand & Accessories	\$6919

Total Direct Costs

Indirect Costs

TOTAL BUDGET REQUEST (Direct Costs + Indirect Costs)

Appendix I: Negotiation and Amendments (leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the Administering a Grant page of the TEA website and may be mailed OR faxed (not both). **To fax:** one copy of all sections pertinent to the amendment (including budget attachments), along with a completed and signed page 1, to either (512) 463-9811 or (512) 463-9564. **To mail:** three copies of all sections pertinent to the amendment (including budget attachments), along with a completed and signed page 1, to the address on page 1. More detailed amendment instructions can be found on the last page of the budget template.

You may duplicate this page

Negotiated/Amended Section

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

Negotiated Change/Amendment

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

Drop down menu

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

Empty text box for amendment description

Drop down menu

FOR TEA USE ONLY
Changes confirmed with _____ on this date _____
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