

**COMPETITIVE AUTHORIZATION
PROGRAM GUIDELINES:
2019-2021 HB 3 READING
ACADEMIES AUTHORIZED
PROVIDER – NON-ESC**

APPLICATION DUE DATE

5:00 p.m. Central Time, January 24, 2020

PROGRAM AUTHORITY

Authorized by P.L 107-110, Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001, Section 1003(g), as aligned to Section 1003(b); HB 3, 86th Texas Legislature

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Introduction to the Program Guidelines

The purpose of the competitive authorization program is to appoint an approved list of providers. No funding is awarded to selected applicants. All guidelines and instructions for selected applicants will be incorporated by reference into the notice of authorization.

Overview of the Competitive Authorization Process

The following steps provide a high-level overview of the process for responding to a designation program opportunity, including application submission and selection:

1. TEA publishes authorization program application and supporting documents on the TEA program webpage.
2. Eligible applicants submit application, and any required attachments to TEA by the specified deadline.
3. Applications reviewed and scored. Note: The highest scoring applicants may be required to attend an oral interview or respond to questions regarding their application.
4. TEA announces selected applicants on the TEA program webpage.
5. TEA staff conducts any negotiations on the application, if applicable.
6. Authorization notice issued.

Program Timeline

All dates except the authorization ending date may vary slightly as conditions require.

Date	Event
December 5, 2019	Authorization program application available
December 17, 2019	Notice of Intent to Apply (NOI) due. Submit the NOI through this form .
December 19, 2019	Last date to submit FAQs to TEA contact person. See program webpage for any posted FAQs; submit questions to reading@tea.texas.gov
December 20, 2019	FAQs posted to program webpage
January 24, 2020	Due date for the application, which may be submitted via email to reading@tea.texas.gov or in hard copy by mail or hand delivery. Whichever delivery method is used, the application must be received by the TEA by 5:00 p.m., Central Time.
January 24, 2020– February 14, 2020	-Submitted applications are processed and negotiated as they are received. -Authorization notices are processed and issued as negotiations are completed.
February 14, 2020	Anticipated completion date for issuance of all authorization notices
Date of issue for authorization notice	Beginning date of authorization (if selected)
July 31, 2020	Final date to submit an amendment (if selected)
July 30, 2021	Ending date of authorization (if selected)

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

Authorization Program at a Glance

Authorizing Legislation

This competitive authorization program is authorized by P.L 107-110, Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001, Section 1003(g), as aligned to Section 1003(b); HB 3, 86th Texas Legislature.

Where to Submit the Application

Submit via email to reading@tea.texas.gov or in hard copy by mail or hand delivery. Whichever delivery method is used, the application must be received by the TEA by 5:00 p.m., Central Time.

Purpose of Program

Selected applicants will serve as Authorized Providers for the HB3 Reading Academies in order to accelerate campus literacy improvement.

Eligible Applicants

Eligible applicants include non-ESC (Education Service Center) entities, including a local educational agency, institute of higher learning, or other non-profit.

Selection of Applicants

Applicants will be selected in rank order.

Applicant Assistance

The following types of assistance are available to applicants for this grant program.

Contact for Clarifying Information

The following TEA staff member should be contacted with questions about the authorization program:

Jacque Porter, Statewide Director of Early Childhood Education
Office of School Programs
Jacque.porter@tea.texas.gov
Phone: (512) 463-8886

Frequently Asked Questions

The FAQs for this application will be posted to the [program webpage](#) no later than the date listed on the Authorization Program Timeline. Applicants may email their questions to the TEA staff member listed in the Contact for Clarifying Information section.

Errata Notices

Any errata notices will be posted to the [program webpage](#).

GovDelivery Email Bulletins

The division of Early Childhood Education publishes a monthly newsletter that often includes grant-related information. To subscribe to the division newsletter, go to the [ECE LISTSERV Registration](#) page to receive updates by email.

Program Description

House Bill (HB) 3 was passed by the 86th Texas Legislature, 2019, and signed into law by Governor Abbott on June 11, 2019. HB 3 amends statute to include multiple reading initiatives to include requirements that LEAs adopt K-3 phonics curriculum that uses systematic direct instruction, incorporates the use of integrated reading instruments, and prioritizes the placement of highly effective teachers in K-2.

A key new requirement in HB 3 is that LEAs are responsible to ensure that all K-3 teachers and principals in Texas have completed the Reading Academies by the 2021-2022 school year. This will likely require notable adjustments in professional development planning (including the timeline of in-service days to minimize the need for substitute teachers) and expenditures starting with the 2020-2021 school year.

A Reading Academies Authorized Provider is an entity—educational service center, local educational agency, institute of higher learning, or other non-profit—that is formally approved by TEA to provide Reading Academies. All Reading Academy Providers must be formally authorized and approved by TEA based on a set of baseline requirements. Eligible providers include ESCs, districts, and external organizations.

Non-ESC entities may apply to be an Authorized Provider through a competitive authorization program application process. Entities must demonstrate capacity to execute Reading Academies at time of application.

To be approved as an Authorized Provider, an entity MUST agree to:

- Provide and facilitate HB 3 Reading Academies, including registration, logistical support, and technical assistance.
- Follow and implement HB 3 Reading Academies content as designed by TEA.
- Ensure all Cohort Leaders pass mandatory hiring screen before leading sessions.
- Attend mandatory training as determined by TEA.
- Coordinate and fund travel for all Cohort Leaders.
- Conduct program evaluation as determined by TEA.
- Communicate and respond to TEA information requests.
- Conduct outreach to publicize HB 3 Reading Academies.
- Non-ESC entities must demonstrate the capacity to offer four Comprehensive AND eight Blended Cohorts.

Application Requirements and Assurances

Program-Specific Assurances

1. 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.
2. The applicant provides assurance to adhere to all TEA Program Requirements as noted in the 2019-2020 HB 3 Reading Academies Authorized Provider – Non-ESC Program Guidelines.
3. Applicant provides assurance to adhere to all Performance Measures, as noted in the 2019-2020 HB 3 Reading Academies Authorized Provider – Non-ESC Program Guidelines, and shall provide the Texas Education Agency, upon request, any performance data necessary to assess the success of the program.
4. Applicant provides assurance that they are aware that all Cohort Leaders employed by or supported by the applicant must be certified through the HB 3 Reading Academies Cohort Leader Screening process.
5. Applicant provides assurance that they will provide the name and contact information of the ESC HB 3 Reading Academies point of contact by February 1, 2020 to TEA.
6. Applicant provides assurance that they will provide the name and contact information of all HB 3 Reading Academies Cohort Leaders either directly employed by or supported by the applicant within thirty days of employment or contracted services to TEA.

7. Applicant provides assurance that at least one representative from the authorized provider organization will attend the HB 3 Reading Academies Authorized Provider Training on March 2-4, 2020. (No more than four representatives per authorized provider can attend HB 3 Reading Academies Authorized Provider Training on March 2-4, 2020.)

TEA Program Requirements

Applicants must address the following requirements within the application:

1. Provide and facilitate HB 3 Reading Academies, including registration, logistical support, and technical assistance.
2. Follow and implement HB 3 Reading Academies content as designed by TEA.
3. Ensure all Cohort Leaders pass mandatory hiring screen before leading sessions.
4. Attend mandatory training as determined by TEA.
5. Coordinate and fund travel for all Cohort Leaders.
6. Conduct program evaluation as determined by TEA.
7. Communicate and respond to TEA information requests.
8. Conduct outreach to publicize HB 3 Reading Academies.
9. Non-ESC entities must demonstrate the capacity to offer four Comprehensive AND eight Blended Cohorts.

Project Evaluation and Modification

By submitting this application, the applicant agrees to comply with any evaluation requirements that may be established by TEA and agrees to submit the required evaluation reports in the format and time requested by TEA. TEA will collect and analyze relevant data from PEIMS if it is available. Specific critical success factors and milestones will be developed in a manner determined appropriate by TEA.

Performance Measures

TEA will monitor the work of selected applicants to ensure that each entity meets the terms required to serve as a 2019-2020 Reading Academy Authorized Provider – Non-ESC. Performance measures include the following:

- All Authorized Providers will follow and implement HB 3 Reading Academies content as designed by TEA.
- All Authorized Providers will dedicate and name at least one staff member to serve as point of contact for all registration and technical assistance for HB 3 Reading Academies.
- At least one staff member employed by all Authorized Providers will attend all mandatory Authorized Provider and Cohort Leader training and all other training required by TEA.
- All Authorized Providers will budget and fund 100% of all travel related to HB 3 Reading Academies.
- All Authorized Providers will conduct program evaluation per TEA guidelines.
- All Authorized Providers will communicate and respond to TEA requests for information within two business days.

Application Elements

This section describes the requirements and attachments that must be addressed in and included with the application.

Notice of Intent to Apply

For competitive authorization programs, prospective applicants are requested to submit the Notice of Intent to Apply (NOI) by the date specified in the Authorization Program Timeline. The NOI provides helpful information that allows TEA staff to plan for the management of the applications and review processes. Failure to notify TEA of the intent to apply will **not** disqualify the applicant from applying.

The NOI can be submitted through this [form](#).

Required Attachments

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

Scoring and Review

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

Standard Review Criteria

The maximum points available for the standard review criteria for this program will be as follows:

- Qualifications and Experience for Key Personnel – 25 points possible
 - Summary of Program Qualifications – 75 points possible
 - Performance and Evaluation Measures – 25 points possible
 - Financial Management and Sustainability Plan – 15 points possible
- Total Possible Points - 140 points possible**