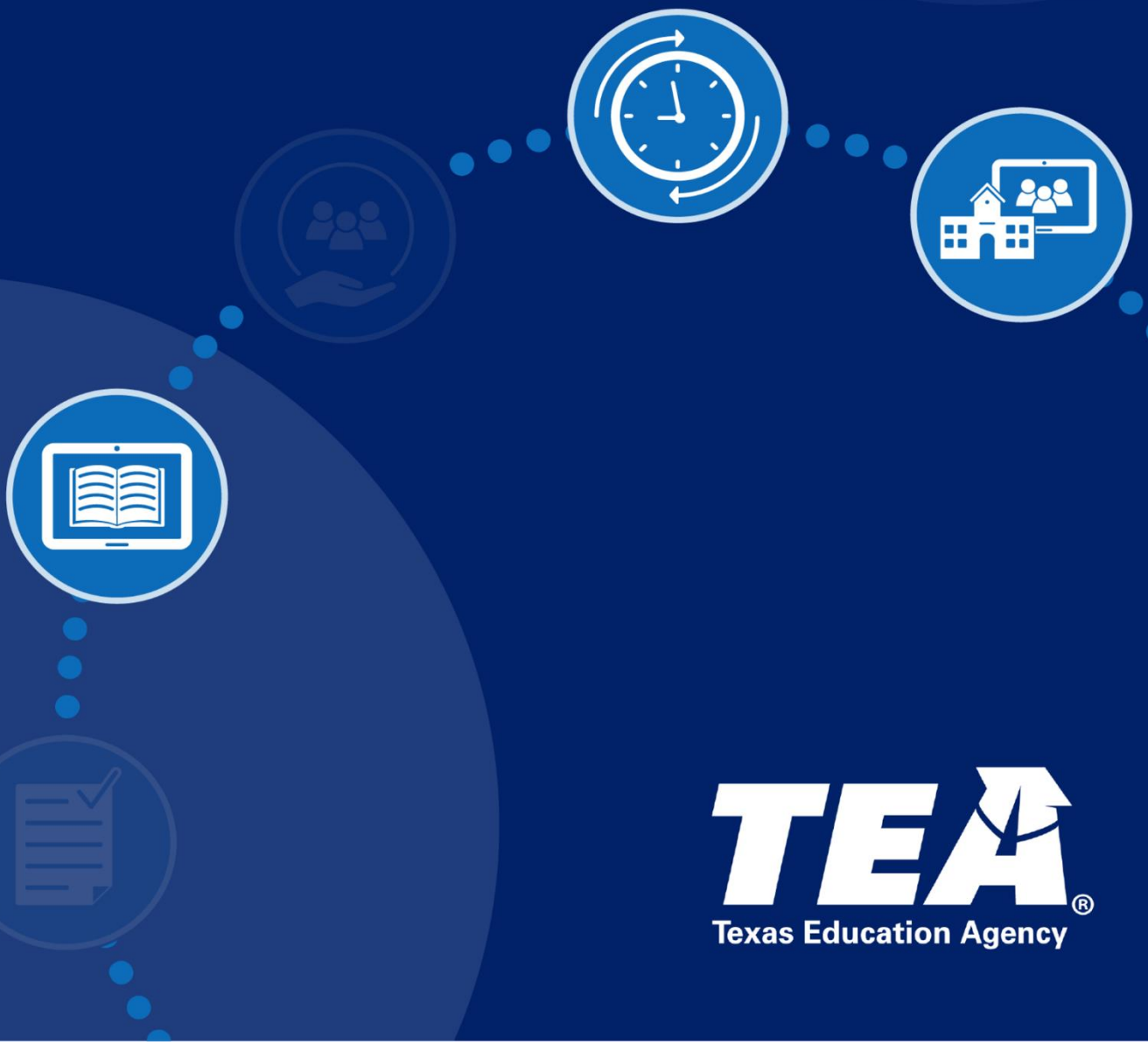
Learning Acceleration Support Opportunities (LASO) 2023-2024

2024-2026 Advanced Placement Computer Science Principles

Program Guidelines



Texas Education Agency

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Grant Program Guidelines

Grant Name as it will appear on the TEA Grant Opportunities Page	2024-2026 Advanced Placement Computer Science Principles
Application Due Date	5:00 p.m. Central time, December 7, 2023
Program Authority	General Appropriations Act (GAA), Article III, Rider 74, 88th Texas Legislature

Introduction

The Texas Education Agency (TEA), as the pass-through entity[1], is the grantee[2] from the U.S. Department of Education (USDE) and TEA awards subgrants to non-federal entities[3] such as local educational agencies (LEAs), including school districts, open-enrollment 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 subgrantees[4]. 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 document MUST be used in conjunction with the General and Fiscal Guidelines and the specific program instructions. The Standard Application consists of all forms to be completed in order for the applicant to be eligible for funding.

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 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.**

[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.

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Overview of the 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 grant application and supporting documents on the TEA Grant Opportunities webpage.
2. Eligible applicants submit grant application via Qualtrics to TEA by the specified deadline on the TEA Grant Opportunities webpage.
3. Grant applications are reviewed and scored. Note: Applicants may be required to attend an oral interview or respond to additional questions regarding their application.
4. TEA announces applicants selected for funding on the TEA Grants Awarded Data webpage.
5. ***Awarded applicants~~,~~ will be required to submit an eGrants application for funding.***
6. TEA staff conducts budget negotiations on the eGrants application.
7. The Notice of Grant Award (NOGA) will be issued upon successful completion of the negotiation process.

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	$0.00
Percentage to be financed from nonfederal sources	100%
Amount of nonfederal funds	$1,292,550

Applicant Assistance

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

Contact for Clarifying Information

See the General and Fiscal Guidelines, *TEA Contacts*.
The following TEA staff member should be contacted with questions:

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

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Errata Notices

See the General and Fiscal Guidelines, *Errata Notices*.

DATE	EVENT
October 18, 2023; 1:00-2:00 p.m. October 19, 2023; 9:00-10:00 a.m.	General Webinar schedule Webinar registration link can be found on the LASO website
October 23, 2023	Grant application available
October 26, 2023; 2:00-3:00 p.m October 30, 2023; 9:00-10:00 a.m. October 31, 2023; 11:00a.m.-12:00 p.m.	Program Specific Webinar schedule Webinar registration link can be found on the LASO website
November 10, 2023	FAQ deadline
November 17, 2023	FAQ Publishing The FAQs for this grant program will be posted to the TEA Grant Opportunities and LASO website site no later than the date listed on the Grant Timeline. Applicants may email their questions to the LASO central inbox at LASO@tea.texas.gov
December 7, 2023	Due date for the application. The application must be received by the TEA by 5:00 p.m. Central Time. LASO individual application links will be emailed to Superintendents on October 23, 2023. Please see the LASO website for more information. *See General and Fiscal Guidelines*, ***Application Due Date and Time***
January 2, 2024-January 25, 2024	Application review period, including interviews if necessary. *See General and Fiscal Guidelines*, ***Review Process***
February 8, 2024	Anticipated award announcement
March 1, 2024	Beginning date of grant (if selected for funding) *See General and Fiscal Guidelines*, ***Grant Period***
January 30, 2026	Final date to submit an amendment (if selected for funding)
April 30, 2026	Ending date of grant (if selected for funding) *See General and Fiscal Guidelines*, ***Grant Period***

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

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.

Where to Submit the Grant Application

LASO individual application links will be emailed to Superintendents on October 23, 2023. Please see the LASO website for more information.

Purpose 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 (AP CSP) course were twice as likely to continue along a computer science pathway. In fact, students who took an AP CSP 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 AP CSP, and only 6% of rural schools offered AP CSP.

To meet workforce demand and provide valuable student pathways, Texas schools can integrate computer science into their course offerings. Rider 74 of the General Appropriations Act, 2023 has directed these funds to be administered via a grant application process determined by the Commissioner in support of technology, teacher training, and other expenses related to offering an AP CSP course.

Eligible Applicants

See the General and Fiscal Guidelines, *Eligibility To Apply*

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

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Education Service Centers (ESCs) are not eligible to apply.

Shared Services Arrangement

See the General and Fiscal Guidelines, Shared Services Arrangements.

Shared services arrangements (SSAs) are not allowed for this grant program.

Application Attachments

This section describes the required attachments that must be included with the application.

Required Attachments

See the following section of the General and Fiscal Guidelines: *Required Program-Related Attachments*

There will be no program related attachments.

Application Requirements and Assurances

This section describes the types of requirements that applicants must assure adherence to in order to be eligible to be considered for funding:

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

Statutory Requirements

See the General and Fiscal Guidelines, *Statutory Requirements*.

Per TEC §22.0834, 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*.

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TEA Program Requirements

See the General and Fiscal Guidelines, *Program Requirements.*

Program-Specific Assurances

See the General and Fiscal Guidelines, *Provisions and Assurances*.
The program-specific assurances are listed on the application.

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If selected, grantees are required to do the following tasks, at a minimum:

1. The LEA assures the appointment of a primary point of contract and LEA lead for all grant related activities. The LEA lead will be responsible for ensuring all assurances are met by the LEA, attend grant-related check-ins and webinars hosted by TEA, and communicate with TEA should the primary point of contact leave the LEA during the grant period.

2. The LEA assures participation in an end-of-grant focus group upon request. TEA may reach out to request participation of LEA leadership.

3. The LEA assures the timely submission of all TEA requested data as part of the grant program.

4. The LEA assures the AP CSP grant will be managed to build capacity for the LEA, prioritize marginalized students in receiving access to the AP CSP course, and ensures all course-enrolled students take the AP CSP exam at no cost.

5. The LEA assures the AP CSP to be in the 2024-2025 Course Catalog and the year's master schedule, maximizing the number of students who can take the course. The course description will Identify which program(s) of study the AP CSP course will support or expand.

6. The LEA assures the promotion of the AP CSP course offering to all students. The LEA will strategically and equitably advise and place students in the course, especially those who might take it as part of a program of study. Course promotion strategies and resources will be reported in a TEA program survey due August 31, 2024.

7. The LEA assures the recruitment, identification, and onboarding of certified teachers who will participate in AP CSP professional development training, June-August 2024, in preparation to teach a Fall 2024 AP CSP course. Due to the broad and multidisciplinary nature of the course, teachers do not need to have prior computer science experience. A high school certified teacher of any discipline, who has the desire, can prepare to teach AP CSP by participating in a professional learning experience specifically for AP CSP and approved by the College Board.

8. The LEA assures the selected teacher(s) commitment to teaching an AP CSP course for at least two years after training and participate in LEA provided mentoring and support opportunities. A letter of commitment from each teacher will be sent to the TEA program manager by May 31, 2024.

9. The LEA assures the selection of a professional development provider and the development of a schedule that identifies the modality, scope, and sequence of training, mentoring and support for AP CSP teacher(s).

10. The LEA assures the selection of an appropriate course curriculum prior to the start of the Fall 2024 semester, reporting vendor in a TEA program survey due August 31, 2024.

11. The LEA assures the necessary technology materials and equipment for successful completion of the AP CSP course will be purchased prior to the start of the Fall 2024 semester. Purchases will be reported in a TEA program survey due August 31, 2024.

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12. The LEA assures additional learning opportunities will be planned for students who take the AP CSP course, such as work-based learning opportunities, field trips, etc., to encourage students to continue coursework in computer science.

13. The LEA assures support for students in selecting and succeeding in the AP CSP course and exam. A student support plan will include how the AP CSP course supports the student's program of study or graduation plan and describes a variety of academic support strategies to meet a district goal for student course success and a score of 3 or higher on the AP CSP exam. The student support plan will be requested in a TEA program survey due August 31, 2024.

14. The LEA assures funds will be budgeted so that every AP CSP enrolled student can take the next exam available at no cost.

15. The LEA assures the development of a sustainability plan for the course, ensuring the course can continue to be offered after grant funds are no longer available.

Program Elements

This section provides detailed information about the grant.

Description of Program

The AP CSP grant is offered to increase Advanced Placement course offerings on high school campuses within districts across the state, increase the number of students meeting College, Career, and Military Readiness (CCMR) outcomes, increase participation and performance of students taking and passing the AP CSP exam, increase in the number of CTE completers taking an AP course, increase the number of special populations and non-traditional students enrolled in an AP CSP course and prepare students to succeed in computer science related professions. This grant opportunity allows an LEA to achieve this by providing funds for staffing, training, supplies, materials, contracts, travel, technology and equipment to plan, implement and sustain an AP CSP program.

Supplement, Not Supplant

For supplement, not supplant guidance, see the Supplement, Not Supplant Handbook on the Grants Administration Division's Administering a Grant page.

The supplement not supplant provision

- ☐ Applies
- ☒ Does not apply

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The following sections designated by an asterisk (*) are not required and may be skipped by entering a NA if not applicable.

*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:

The applicant must name the grant Program Manager/Administrator who will oversee the program on a day-to-day basis. This person should have experience in:

A. managing complex projects, including scheduling, organizing, reviewing, revising, and
B. publishing curriculum and instruction;
C. managing local, state, or federal grants or contracts;
D. setting and maintaining a budget;
E. collecting, maintaining, and reporting active data;

The applicant will provide the resume of the Project Manager/Administrator and the above expectations upon request by TEA.

*Performance and Evaluation Measures

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

- The name of the primary point of contract and LEA lead for all grant related activities will be sent to TEA program manager in an email prior to March 1, 2024.
- The AP CSP course description as it appears in the 2024-2025 Course Catalog.
- Strategies and resources used to announce and promote course offering for Fall 2024 will be reported in a TEA program survey due August 31, 2024.
- The student support plan will be requested in a TEA program survey due August 31, 2024.
- Teacher recruitment plan with schedule for teacher training and support will be requested in a TEA program survey due August 31, 2024.
- Summer 2024 teacher training certificates and teacher 2-year commitment letters.
- End of School year data report of student enrollment in AP CSP course each semester with percentages of demographics including race/ethnicity, English Learners, students who are economically disadvantaged, and students with disabilities. The report will include:
    A. The number and percent of CTE completers taking an AP course;
    B. The number and percent of CTE completers taking an AP CSP course;
    C. The number and percent of special population and non-traditional students enrolled in an AP CSP course
    D. The number and percent of students enrolled in the AP CSP course that earned credit for the course with a grade of 70 or higher;
    E. The number and percentage of AP CSP enrolled students who took an AP CSP exam; and,
    F. The number and percentage of exams with a score of 3 or higher.

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- Sustainability plan.

Limits on Contracted Evaluators

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

Application Funding

See the General and Fiscal Guidelines: *Continuation Funding, Fund Management, and Use of Funds*

It is anticipated that approximately $1,292,550 will be awarded. LEAs can apply for a maximum amount up to $100,000.

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*.
TEA requires a:

- ☐ X% cost share/match
- ☒ There is no cost share or matching requirement

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, posted on the Administering a Grant page, under the Handbooks and Other Guidance section.

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Pre-Award Costs

See the General and Fiscal Guidelines, *Pre-Award Costs*.

Pre-award costs:

- ☐ are permitted
- ☒ are not permitted

Note: *Pre-award costs are permitted from the award announcement date to the start date.*

Activities and Use of Funds

See the Administering a Grant page for general guidance on allowable activities and use of funds.

Allowable activities and use of funds may include but are not limited to the following:

Field Trips

Field trips

- ☒ may be funded under the grant program
- ☐ may not be funded under the grant program

Only the following types of field trips are allowable:

Field trips allowed will be to business and industry facilities with processes that directly relate to course curriculum and computer science careers, that use computational tools to analyze and study data and work with large data sets to analyze, visualize, and draw conclusions from trends; and, to colleges and institutions that prepare students for computer science careers.

Note *Field Trips will require a written justification form to be maintained locally and made available to TEA upon request. To access the Field Trips Justification form, refer to the Administering a Grant page.*

General Allowable Activities and Use of Funds

- Salaries for staff working directly on the grant
- Professional development and training for teachers
- Supplies and materials for course instruction
- Technology and equipment
- AP CSP examinations for students
- Work-based learning opportunities for students taking an AP computer science course
- In-state travel

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- Travel for students to Conferences
- Field Trips

Note: *Travel costs should be minimal and must follow the grantee's written travel policy. Travel for students to conferences will require pre-authorization in writing. To access the pre-authorization form for participant support costs, refer to the Forms for Prior Approval, Disclosure, and Justification page.*

Note *Field Trips will require a written justification form to be maintained locally and made available to TEA upon request. To access the Field Trips Justification form, refer to the Administering a Grant page*

General Unallowable Activities and Use of Funds

In general, refer to the Budgeting Cost Guidance Handbook on the Administering a Grant page for unallowable costs.

- Advisory Council
- Cost of Membership in Civic or Community Organizations •
- Hosting or Sponsoring of Conferences •
- Out-of-State Travel •
- Travel Costs for Officials such as Executive Director, Superintendent, or Board Members

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

- ☒ Debt service (lease-purchase)
- ☒ Audit services for state-funded grants

Scoring And Review

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

Grant Review and Funding Criteria

See the General and Fiscal Guidelines, *Review Criteria*.

LEAs will be scored along the following criteria, with a maximum of 10 points for each criterion:

- The LEA is not currently offering AP courses (10 points)
- The LEA is not currently offering an AP CSP course (10 points)
- The LEA is not currently participating in an AP CSP grant (10 points)
- The LEA is adding an AP CSP course with this grant opportunity (10 points)
- The LEA is adding teachers to be trained to teach the AP CSP course (10 points)

Total maximum number of grant-specific criteria points 50 points.

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TEA Priority Points Maximum Points

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

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 (10 points)

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*.

Does not apply to this grant program.

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