Program Guidelines

2021-2024 Texas College Bridge Technical Assistance, Cycle 2 2021

Authorized by American Rescue Plan (ARP) Act of 2021, Section 2001, Elementary and Secondary School Emergency Relief (ESSER III) Fund

Application Closing Date—5:00 p.m., Central Time
December 7, 2021

TEXAS EDUCATION AGENCY

College, Career, and Military Preparation
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Contents

Introduction to the Program Guidelines

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, 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 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. The Standard Application System (SAS) consists of Application Part 1 (PDF – narrative schedules) and Application Part 2 (Excel - budget schedules) 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 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.

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[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.

Contact for Clarifying Information

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US Department of Education and/or State Appropriations

The following is provided in compliance with the US Department of Education Appropriations Act:

Category	Amount
Total funds available for this project	$3,404,000
Percentage to be financed with federal funds	100%
Amount of federal funds	$3,404,000
Percentage to be financed from nonfederal sources	0%
Amount of nonfederal funds	$0

Grant 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.

Grant at a Glance

This section provides detailed information about the grant program.

Program Purpose, Goals, and Objectives

This grant will provide technical assistance and support to school districts across the state implementing the Texas College Bridge program during fiscal years 2022-2024. The purpose of this project will be to help districts support high school seniors to meet college, career, and military readiness and enroll in a postsecondary program through the Texas College Bridge program. In 2020, 37% of graduates were not college, career, or military ready. As a result, the Texas College Bridge program was created in 2020 to support students in achieving college readiness. The Texas COVID Learning Acceleration Supports (TCLAS) application will directly fund over 200 districts to support district implementation of Texas College Bridge through fiscal year 2024.

Technical assistance and support will include the development and management of tools, resources, and platforms to support the Texas College Bridge program that includes coursework and advising supports. This project will also provide technical assistance and support to districts and regional Education Service Centers (ESCs) across the state to enable them to serve as a resource to districts.

Eligible Applicants

See the General and Fiscal Guidelines, Eligibility Requirements.

Commit!2 Dallas is the eligible applicant.

Shared Services Arrangement

See the General and Fiscal Guidelines, Shared Services Arrangements.

Shared services arrangements (SSAs) are not allowed.

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 Grants Administration Division's Administering a Grant 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.

Direct Administrative Costs

TEA limits the amount of direct administrative costs for this grant program to no more than 5% of the total grant award.

Indirect Costs

The grantee may claim a maximum for indirect costs equal to its current approved unrestricted indirect cost rate for this federally funded grant.

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.

Pre-Award Costs

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

Pre-award costs are permitted, if requested, from March 1, 2021, to stamp-in date.

Application Requirements and Assurances

This section identifies the two 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)

Statutory Requirements

See the General and Fiscal Guidelines, Statutory Requirements.

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.

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. Comply with reporting requirements, as requested.

2. Complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying."

3. Have on file with TEA a set of assurances that meets the requirements of section 442 of the General Education Provisions Act (GEPA) (20 U.S.C. 1232e).

4. Comply with the provisions of all applicable acts, regulations, and assurances; the following provisions of Education Department General Administrative Regulations (EDGAR) 34 CFR parts 76, 77, 81, 82, 84, 97, 98, and 99; the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and the Uniform Guidance in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474.

5. Cooperate with any examination of records with respect to such funds by making records available for inspection, production, and examination, and authorized individuals available for interview and examination, upon the request of (i) the Department and/or its Inspector

General; (ii) any other federal agency, commission, or department in the lawful exercise of its jurisdiction and authority; or (iii) TEA.

6. Records pertaining to the ARP ESSER III award, including financial records related to use of grant funds, will be retained separately from the ESSER I and ESSER II funds.

TEA Program Requirements

See the General and Fiscal Guidelines, TEA Program Requirements.

In addition to the statutory requirements, TEA has established the following program requirements. The applicant must comply with each of these requirements in the application to be considered for funding:

1. Support the management of on-going communication, resource, coursework, tool selection and implementation, teacher and partner training, evaluation, and support

2. Collaborate with TEA to develop necessary Texas College Bridge marketing and communication tools and resources

3. Manage a technology solution to load student roster information from participating districts into a secure platform with the ability to track and confer credit from coursework

   a. Students will setup a Texas College Bridge secure locker to more safely and securely own and manage their college and career data. This will include granting consent to share information to access college and work opportunities and the ability to opt out of sharing information

   b. The locker will have the ability to store CCMR evidence including transcripts, certificates, badges and recommendation letters for college and career readiness with the potential to expand to other milestones like industry-based certification. Students have the ability to share performances with colleges and other third parties of their choosing

   c. Provide the capability for higher education partners to query and find eligible students for their programs

   d. The Texas College Bridge student locker system also serves as a registration system and single sign on for partners helping students achieve CCMR benchmarks

4. Support Education Service Centers to provide frontline technology support to districts

5. Support institutions of higher education, districts, teachers, and students in program implementation.

6. Manage a college ready solution:

   a. Must be available in both English and Math (Math must be in Spanish)

   b. Empirically linked to TSI benchmarks for consideration for HB3

   c. Fully online meeting appropriate federal accessibility requirements

   d. Students will have the ability to store and share their academic record with third parties

e. Recipients of data will be able to immediately verify the accuracy and authenticity of the data

f. Security protocols for identify management

g. Meets or exceeds all current security expectations for educational software

h. Ability to integrate with single sign on

i. Customize Texas teacher training included in per student pricing

j. Personalized where each student has a unique path to demonstrate college readiness

k. Evidence of results in state level implementations

l. Preparedness to help move to a co-requisite model

m. Mapped math performance to high demand industry certifications

n. Flexible, role-based infrastructure for access permissions and system-scale management

o. Sustainable cost model for life beyond the grant

7. Support teacher training on coursework and tools selected

8. Support on-going continuous improvement for summer-based student supports and enrollment into postsecondary pathway

Program-Specific Assurances

See the General and Fiscal Guidelines, Provisions and Assurances.

The program-specific assurances for this grant program are listed in the Application Part 1.

Allowable 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 for this grant may include but are not limited to the following:

General Allowable Activities and Use of Funds

- In-state and local travel for those supporting coursework, tools, and technology implementation
- Costs associated with the development or sourcing of online technology tools related to supporting high school seniors meet college, career, and military ready standards
- General costs associated with fulfillment of program requirements

Unallowable Activities and Use of Funds

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

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

- Debt service (lease-purchase)
- Field Trips
- Advisory Council
- Cost of Membership in Any Civic or Community Organization
- Hosting of Sponsoring of Conferences
- Out-of-State Travel
- Travel Costs for Officials such as Executive Director, Superintendent, or Board Members
- Capital Outlay
- Travel for students to conferences (does not include field trips)
- Stipends for non-employees
- Non-employee costs for conferences

Performance Measures

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

1. Achievement of workplan milestones
2. Quality of marketing materials and number of participating districts that receive marketing materials
3. Ensure that timelines and deliverables for the implementation of the summer bridge program is met
4. Number of participating districts that access teacher training on coursework and tools
5. Benchmarks of student progression within English and Math courses, disaggregated by race and socio-economic status
6. Course competition of English and Math courses in total and by district, disaggregated by race and socio-economic status
7. Enrollment of rising high school seniors in a postsecondary pathway in total and by district, disaggregated by race and socio-economic status
8. For those students enrolling in a college postsecondary pathway (rather than military or the job force), success in the sequential course following the summer English and Math courses in total and by district and higher education institutions, disaggregated by race and socio-economic status

Federal Grant Requirements

Equitable Access and Participation

See the General and Fiscal Guidelines, Equitable Access and Participation.

This requirement does apply to this federally funded grant program.

Private Nonprofit School Participation

See the General and Fiscal Guidelines, Private Nonprofit School Participation.

This requirement does not apply to this federally funded grant program.

Maintenance of Effort

See the General and Fiscal Guidelines, Maintenance of Effort.

This requirement does apply to this federally funded grant program.

Attachments

See the following sections of the General and Fiscal Guidelines:

- Required Fiscal-Related Attachments
- Required Program-Related Attachments

This section describes the two types of attachments that may be required to be submitted with the application: fiscal-related attachments and program-related attachments.

Required Fiscal-Related Attachments

See the General and Fiscal Guidelines, Required Fiscal-Related Attachments, for a general description of fiscal-related documents that can be required as attachments to the application.

Required Program-Related Attachments

See the General and Fiscal Guidelines, Required Program-Related Attachments, for a general description of program-related documents that can be required as attachments to the application.

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