



## 2025-2026 Effective Advising Framework District Planning Grant Informal Discretionary Grant (IDC) Application Due 11:59 p.m. CT, June 17, 2023

NOGA ID

Authorizing legislation

This IDC application must be submitted via email to [competitivegrants@tea.texas.gov](mailto:competitivegrants@tea.texas.gov).

The IDC application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, June 17, 2025**.

Application stamp-in date and time

Grant period from **September 1, 2025 - August 31, 2026**

Pre-award costs permitted from **Pre-Award Costs Are Not Permitted**

### Required Attachments (linked along with this form on the TEA Grants Opportunities page)

Excel workbook with the grant's budget schedules

Attachment 1: 2025-2026 Effective Advising Framework District Planning Grant Program Agreement

### Amendment Number

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

### Applicant Information

Organization  CDN  Campus  ESC  UEI

Address  City  ZIP  Vendor ID

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 IDC application, as applicable, and that these documents are incorporated by reference as part of the IDC application and Notice of Grant Award (NOGA):

- ☒ IDC application, guidelines, and instructions ☒ Debarment and Suspension Certification  
☒ General and application-specific Provisions and Assurances ☒ Lobbying Certification

Authorized Official Name  Title

Email  Phone

Signature  Date

**Shared Services Arrangements**

☐ Shared services arrangements (SSAs) are NOT permitted for this grant. .

**Statutory/Program Assurances**

The following assurances apply to this program. In order to meet the requirements of the program, the applicant 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 LOI 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 to adhere to all the Statutory and TEA Program requirements as noted in the 2025-2026 Effective Advising Framework District Planning Grant Program Guidelines.
- ☒ 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2025-2026 Effective Advising Framework District Planning Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- ☒ 5. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.

Summary of Program

What is the district's vision for the student experience of the individual student planning system? What is the current state of advising practices and what improvements does the district want to make through this grant process? How will this program foster innovation in CTE programming and/or promote careers pathways aligned to high-skill, high-wage careers or industries?

Qualifications and Experience of Key Personnel

1. Who is the identified EAF Project Lead and what are their qualifications? What experience do they have leading and managing change at the district level? What percentage of their time is allocated to this project? How will the district ensure the EAF Project Lead has the appropriate time and capacity to lead this project? How will the district ensure the EAF Project Lead has the appropriate authority to convene a steering committee across the district? 2. Who are the steering committee members and how do they meet the required criteria outlines in the Program Elements below? How will the district ensure the steering committee provides the necessary support to the EAF Project Lead? Include the stipend amounts allocated for the EAF Project Lead and each steering committee member. (Total stipend amounts for the EAF Project Lead and steering committee members are not to exceed 75% of the total grant budget.)

Goals, Objectives, and Strategies

1. Describe the district's commitment to improving the individual student planning system. 2. Reference the District Commitments in the Effective Advising Framework. Provide evidence for how district administrators and campus administrators will fulfill the District Commitments in Lever 1: Strong Program Leadership and Planning, Lever 2: Effective, Well-Supported School Counselors and Advisors, Lever 3: Internal School Culture of Advising, Lever 4: Effective External Partnerships, and Lever 5: High Quality Advising Materials and Assessments. 3. How does the district encourage students to own their individual career and academic planning? How does the district engage families/caregivers in students' postsecondary planning?

Performance and Evaluation Measures

How does the district currently monitor progress on the individual student planning system? What are the current performance measures and data collection tools used by the district to track progress toward academic and career planning?

The district CCMR committee monitors and tracks individual student progress towards CCMR metrics monthly. Every high school has an annual goal to ensure at least 80% of students have met the CCMR requirements for state accountability. At Estacado ECHS, advising duties are administered by the Texas Tech University advising office, as required by state law. In addition, the district monitors and tracks 12th grader completion rates for FAFSA/TAFA with an annual goal of 100% of 12th graders completing these forms. Lubbock ISD also monitors the percentage of 11th and 12th grade students sitting for the SAT / ACT. Lubbock ISD's primary reason for applying for EAF Planning support is a lack of existing data tracking and monitoring tools to accurately track progress towards academic and career planning. Through the EAF Steering Committee, Lubbock ISD will plan, develop, and implement a comprehensive advising framework for the district

Budget Justification

Describe how the proposed budget will meet the needs and goals of the proposed program. Include justification for the specific funding allocations in the proposed budget and provide detail on stipends and hours expected for services rendered.

\$31,000 Personnel Costs (stipends).  
o \$4,000 - EAF Project Lead. The EAF project lead only requires extra duty pay associated with Steering Committee meetings and other engagements occurring outside of contracted hours. Expected hours: 100-150.  
o \$1,000 - ESC Representative. The ESC representative will attend all EAF Steering Committee meetings and provide individual advising to the EAF Project Lead as requested. Expected hours: 50  
o \$12,000 - K-12 Counseling Representatives: \$4,000 (x3). Counselors will be the primary support for the EAF Project Lead on the development of materials and deliverables. Their stipend reflects their specialized expertise and work outside of contract hours. Expected hours: 100-150  
o \$12,000 - SPED Representative, Campus Administrator, CTE Representative, CCMR Administrator. The EAF Committee members will provide support for the EAF Project Lead on the development of materials and deliverables. Their stipend reflects their specialized expertise and work outside of contract hours. Expected hours: 50  
o \$2,000 - Office of Innovation Support. The Office of Innovation will provide a grant manager for this project that will assist in data and compliance reports, progress monitoring, and general data collection. Expected hours: 75-100.  
o \$17,600 Travel Costs  
o \$11,000. 10 attendees x \$1,100. Texas Counselors Association (TCA) Conference. November 2025. Costs cover registration, travel, lodging, and per diem costs.  
o \$6,600. 6 attendees x \$1,100. Career & Technical Association Conference of Texas (CTAT). February 2026. Costs cover registration, travel, lodging, and per diem costs.  
o \$1,300 Indirect Costs  
\$49,900 TOTAL

### 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 program.

- ☐ The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this program.
- ☐ 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 program?

- ☒ 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 program allocation	<input type="text"/>
5. LEA reservation for direct administrative costs, not to exceed the program'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"/>
<b>LEA's total required ESSA PNP equitable services reservation (line 7 times line 2)</b>	<input type="text"/>

Appendix I: Amendment Description and Purpose (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. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section	Reason for Amendment
Select...	
Select...	
Select...	
Select...	
Select...	