

LETTER OF INTEREST (LOI)  
PROGRAM GUIDELINES:  
2023–2025  
GROW YOUR OWN GRANT  
PROGRAM, CYCLE 6

**Application Due Date**

11:59 p.m. Central Time, October 13, 2022

**Program Authority**

General Appropriations Act, Article III, Rider 40, 87<sup>th</sup> Texas Legislature

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## INTRODUCTION

The Texas Education Agency (TEA), as the pass-through entity<sup>1</sup>, is the grantee<sup>2</sup> from the U.S. Department of Education (USDE) and TEA awards subgrants to non-federal entities<sup>3</sup> 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<sup>4</sup>. 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 Adobe Acrobat Standard Application System (SAS) 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 Letter of Interest (LOI) 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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<sup>1</sup> 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)

<sup>2</sup> 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)

<sup>3</sup> 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)

<sup>4</sup> 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.

## OVERVIEW OF LOI PROCESS

The following steps provide a high-level overview of the process for responding to a letter of interest (LOI), including submitting an LOI application, and being selected for funding:

1. TEA publishes LOI application and supporting documents on the [TEA Grant Opportunities](#) webpage.
2. Eligible applicants submit LOI application, and any required attachments to TEA by the specified deadline.
3. LOI applications reviewed and scored. Note: The highest scoring applicants may be required to attend an oral interview or respond to questions regarding their LOI application.
4. TEA announces applicants selected for funding on the TEA [Grants Awarded Data](#) webpage.
5. *For LOI applicants selected for funding, the LOI application will serve as the grant application. This eliminates the need for selected applicants to submit a separate grant application.*
6. TEA staff conducts budget negotiations on the LOI application.
7. Notice of Grant Award (NOGA) 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	\$1,250,000
Percentage to be financed with federal funds	0%
Amount of federal funds	\$0
Percentage to be financed from nonfederal sources	100%
Amount of nonfederal funds	\$1,250,000

## 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 about the LOI, the grant program, or for assistance with the applicants' webinar:

Ruth Ye  
Grow Your Own Grant Program Manager  
Teacher Pathways  
[GYOgrant@tea.texas.gov](mailto:GYOgrant@tea.texas.gov)

### Frequently Asked Questions

See the [General and Fiscal Guidelines](#), *Frequently Asked Questions*.

The FAQs for this grant program will be posted to the TEA Grant Opportunities site no later than September 16, 2022, as listed on the Grant Timeline. Applicants may email their questions to the TEA staff member listed in the Contact for Clarifying Information section.

### Applicants' Conference/Webinar

See the [General and Fiscal Guidelines](#), *Applicants' Conference/Webinar*.

Questions that applicants wish to have addressed during the applicants' webinar must be submitted no later than the date given in the grant timeline.

Date Webinar Will Be Posted	Link Where Webinar Will Be Posted	Type
September 2, 2022	<a href="#">TEA Grant Opportunities</a> page	Prerecorded

### Errata Notices

See the [General and Fiscal Guidelines](#), *Errata Notices*.

### LOI TIMELINE

Dates, except the grant ending date, may vary slightly as conditions require.

Date	Event
August 19, 2022	LOI available
August 26, 2022	Last date to submit questions to <a href="mailto:GYOgrant@tea.texas.gov">GYOgrant@tea.texas.gov</a> to be addressed in the applicant's Conference/Webinar See <a href="#">General and Fiscal Guidelines</a> , Applicants' Conference/Webinar
September 2, 2022	Applicants' Webinar posted to <a href="#">TEA Grant Opportunities</a> page
September 9, 2022	Last date to submit FAQs to <a href="mailto:GYOgrant@tea.texas.gov">GYOgrant@tea.texas.gov</a> See <a href="#">General and Fiscal Guidelines</a> , Frequently Asked Questions
September 16, 2022	FAQs posted to <a href="#">TEA Grant Opportunities</a> page
October 13, 2022	Due date for the LOI application, which must be submitted via email to <a href="mailto:competitivegrants@tea.texas.gov">competitivegrants@tea.texas.gov</a> . The LOI application must be received by the TEA by 11:59 p.m., Central Time. See <a href="#">General and Fiscal Guidelines</a> , <b>LOI Application Due Date and Time</b>
October 24, 2022– November 21, 2022	LOI review period, including oral interviews, as needed See <a href="#">General and Fiscal Guidelines</a> , <b>LOI Review Process</b>

Date	Event
November 21, 2022	Anticipated award announcement
February 9, 2023	Beginning date of grant (if selected for funding) See <a href="#">General and Fiscal Guidelines</a> , <b>Grant Period</b>
January 30, 2025	Final date to submit an amendment (if selected for funding)
April 30, 2025	Ending date of grant (if selected for funding) See <a href="#">General and Fiscal Guidelines</a> , <b>Grant Period</b>

For 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.

## LOI AT A GLANCE

This section provides fundamental information pertinent to the grant program.

### Authorizing Legislation

This grant program is authorized by the General Appropriations Act, Article III, Rider 40, 87<sup>th</sup> Texas Legislature.

### Where to Submit the LOI Application

See the [General and Fiscal Guidelines](#): *Where to Submit the LOI Application*

### Submission Requirements

See the [General and Fiscal Guidelines](#): *Submission Requirements for LOI Grants*

Note: TEA requires applications to be emailed. Multiple applications per applicant must be submitted in separate emails.

### Purpose of Program

The purpose of the 2023-2025 Grow Your Own Grant Program, Cycle 6 is for LEAs to intentionally build strong, stable, and diverse teacher pipelines from within their own communities based on LEA-specific teacher workforce needs. The grant is intended to address teacher shortages in hard-to-staff areas, close demographic gaps between students and teachers, and build interest in the teaching profession among high school students. These challenges can be effectively addressed by LEAs, in partnership with institutions of higher education (IHEs) and educator preparation programs (EPPs) through several “grow your own” approaches. The 2023-2025 Grow Your Own Grant Program, Cycle 6, addresses two potential approaches or Pathways.

### Pathway 1: Support for Education and Training Program Implementation in High Schools

This pathway aims to build interest in teaching among high school students, develop their foundational knowledge and skills of teaching, attract diverse and highly skilled teachers to lead Education and Training programs, and implement high-quality Education and Training courses. In addition, when offered as dual credit with a high standard of

curriculum, the Education and Training courses further incentivize students to pursue education as a career. To offer these courses as dual credit, teachers are required to hold a master's degree in an education-related field.

### **Pathway 2: Transition of Candidates (Paraprofessionals, Instructional Aides, and Long-Term Substitutes) to Full-Time Teaching Roles**

This pathway aims to support the transition of paraprofessionals, instructional aides, and long-term substitute teachers to full-time, certified teacher roles. Paraprofessionals, instructional aides, and substitute teachers often live in the communities they serve and have invaluable context about the schools in which they serve. The approach is intended to facilitate increased entry of diverse individuals into the teaching profession and to promote better long-term recruitment and retention by targeting already proven and dedicated staff who desire opportunities for advancement. This is accomplished by providing candidates with financial relief for bachelor's degree completion and/or teacher certification.

### **Eligible Applicants**

See the [General and Fiscal Guidelines](#), *Eligibility To Apply for LOIs*.

LEAs who are committed to meeting the grant requirements within these Program Guidelines are eligible applicants. The term "LEA" applies to both districts and open-enrollment charter schools.

Applicants may apply for Pathway 1, Pathway 2, or Pathways 1 and 2 concurrently within their application. LEAs may apply individually or as part of a shared services arrangement (SSA) for either or both pathways. ESCs may apply as part of a SSA for either or both pathways. Educator Preparation Programs (EPPs) are not eligible to apply.

Recipients of the 2018-2019 Grow Your Own Grant, the 2019-2021 Grow Your Own Grant, the 2020-2022 Grow Your Own Grant Program, Cycle 3, the 2021-2023 Grow Your Own Grant Program, Cycle 4, and the Texas COVID Learning Acceleration Supports (TCLAS) Decision 4 Grow Your Own Grant Program, Cycle 5, are eligible to apply.

Pathway 2 LEA applicants must select an accredited partner EPP that is not under an active State Board for Educator Certification (SBEC) order or otherwise sanctioned by the SBEC as of August 1, 2022.

These EPP designations can be found by clicking here:

[EPP designations](#)

### **Shared Services Arrangement**

See the [General and Fiscal Guidelines](#), Shared Services Arrangements.

Shared services arrangements (SSAs) **are** allowed for this grant program, provided that:

- For Pathway 1: each member LEA has up to 2 Education & Training teacher stipend recipients.
- For Pathway 2: each member LEA has up to 2 candidate stipend recipients.



Shared services arrangements (SSAs) **are** allowed for both Pathways 1 and 2.

LEAs and ESCs may serve as fiscal agents for Pathways 1 and 2.

## 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*.

**Attachment 1: Pathway Selection and Participation.** Applicants must complete this attachment and include with Application parts 1 and 2.

## LOI APPLICATION REQUIREMENTS AND ASSURANCES

This section describes the two types of requirements that applicants must address in the application (such as with a narrative description, an activity timeline, or a checklist) 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*.

### TEA Program Requirements

See the [General and Fiscal Guidelines](#), *Program Requirements*.

In addition to the statutory requirements, TEA has established the following program requirements. Applicants must address within the application how they will achieve the following and should reflect the approach for all pathways to which they are applying for:

1. **Program Description:** Describe how the Grow Your Own program will be implemented with grant funds and how the grant will address the LEA's teacher pipeline needs.
2. **Qualifications and Experience of Key Personnel:** Outline the required qualifications and experience for key personnel to be involved in the implementation and delivery of the program. Include each of the following individuals (when applicable) and a description of each role: the LEA's grant manager, LEA leaders involved in program implementation, the campus principals for participating Education and Training high schools, the college/career counselors for participating Education and Training high schools, Education and Training teachers, Education and Training field site teachers for Instructional Practices and/or Practicum courses, and any other personnel responsible for implementing the grant.

3. **Goals and Objectives:** Describe the major goals/objectives of the proposed Grow Your Own program. Include a description of the talent management strategy including your LEA's approach to recruiting, hiring, and retaining qualified teachers, related to those goals/objectives.
4. **Progress Monitoring and Evaluation Measures:** Describe how the performance measures identified for this program are consistent with the purpose of the program and related to teacher pipeline needs. Include the tools and processes used to measure performance and the extent to which the major goals and objectives are met.
5. **Budget Narrative:** Referencing the applicant's budget workbook and the Application Funding section of the Program Guidelines, outline the proposed budget and amounts for funding the grant program through the following allowable uses:
  - a. Pathway 1: Education and Training stipend(s) disbursed over the two-year grant timeline and no earlier than Fall 2023
  - b. Pathway 1: Education and Training field site teacher stipend(s) disbursed within the first, second, or both years of the grant timeline and no earlier than Fall 2023 (specify accordingly)
  - c. Pathway 1: Travel to Summer 2023 TEA-led Grow Your Own Institute for required participants (Education & Training teacher stipend recipients, campus principals, college/career counselors, and LEA grant managers)
  - d. Pathway 1: Student transportation to and from Education and Training field sites for Instructional Practices and/or Practicum courses
  - e. Pathway 1: Implementation and growth of Education and Training program and organizations, including costs for dual-credit programs, and establishing and growing a Career and Technical Student Organization (CTSO).
  - f. Pathway 1: Administrative and/or indirect costs for Education and Training programming
  - g. Pathway 2: Candidate (paraprofessionals, instructional aides and/or long-term substitutes) stipends to cover tuition, fees, and living expenses incurred within the grant timeline
  - h. Pathway 2: Administrative and/or indirect costs for candidate programming
6. **Sustainability Plan:** Describe the sustainability plan for the Grow Your Own Program beyond the timeline of grant funding. The plan should address how a high-quality program will be maintained, including clear action steps beginning in the first year of grant funding and a demonstrated ability to leverage and coordinate resources to increase the LEA's capacity to strengthen the local educator pipeline and make progress on sustainability. This may include the use of other local, state, and/or federal resources. Consider also how the Grow Your Own program may be integrated into, be supported by, and provide support for existing LEA or EPP initiatives and/or priorities.
7. **Stipend Recipient Recruitment:** Describe the plan to recruit Education and Training teachers within Pathway 1 and/or candidates (paraprofessionals, instructional aides, and/or long-term substitutes) within Pathway 2 who are interested and eligible in participating in the program and receiving stipends. The plan must include strategies to equitably recruit diverse individuals and identify individuals with potential criteria including:
  - a. Pathway 1: For Education and Training teachers, a demonstrated track record of success and/or achievement, involvement in student organizations and/or school activities, strong evaluation ratings (if applicable), and strong relationships with students (if applicable).

- b. Pathway 2: For candidates (paraprofessionals, instructional aides, and/or long-term substitutes), a desire and commitment to teach long term in the LEA and/or region, strong evaluation ratings (if applicable), and strong relationships with students (if applicable).
8. **Stipend Recipient Memorandums of Understanding (MOUs):** Referencing the Program-Specific Assurances in the Program Guidelines, describe the MOUs in which:
- a. Pathway 1: Education and Training teacher stipend recipients agree to meet grant requirements and any other terms set by the LEA
  - b. Pathway 1: IHE that will partner with the LEA(s) to implement dual credit Education and Training courses and commit to supporting the Education and Training teachers and course implementation, if applicable
  - c. Pathway 2: Candidate stipend recipients (paraprofessionals, instructional aides, and/or long-term substitutes) commit to remain in the LEA for an agreed upon length of time as a condition of receiving the stipend and if a position is available, the LEA commits to hiring/retaining candidates with satisfactory program completion/job performance.
  - d. Pathway 2: Accredited EPP (see Eligible Applicants Section of Program Guidelines) that will partner with the LEA(s) to award teacher certifications to candidates and commit to supporting candidates with completion of their teacher certification and supporting LEA(s) with implementation of the grant program.

### **Program-Specific Assurances**

See the [General and Fiscal Guidelines](#), *Provisions and Assurances*.

### **Pathway 1: Support for Education and Training Program Implementation in High Schools**

#### **I. Memorandum of Understanding (MOU)**

- a. By **May 31, 2023**, the LEA must have a signed letter of commitment or MOU for Education & Training teachers that receive a stipend through the Grow Your Own Grant. These participating teachers must commit with the MOU to, at minimum, teach the Education and Training courses and, if applicable, establish and/or grow a chapter of a Career Technical Student Organization (CTSO) as a condition of receiving the stipend. At minimum, the MOU should include the following:
  - i. Grant assurances listed under “**II. Education and Training Course Implementation**” and “**III. Education and Training Supports**”
  - ii. Length of agreement for teacher to serve as an Education and Training teacher of record
  - iii. Total stipend amount that the Education and Training teacher will receive
  - iv. Stipend payment schedule (disbursed over the two-year grant timeline and no earlier than Fall 2023) and payment process for the Education and Training teacher recipient
- b. If implementing dual credit Education and Training courses, by **May 31, 2023**, the LEA must have a signed letter of commitment or MOU for the partnering Institution of Higher Education (IHE). At minimum, the MOU should include the following:
  - i. Grant assurances listed under “**II. Education and Training Course Implementation**” and “**III. Education and Training Supports**”
  - ii. Length of agreement for IHE partnership
- c. The LEA will retain documentation locally of each MOU and submit it to TEA upon request.

**II. Education and Training Course Implementation (must be included in MOUs)**

- a. The LEA assures that each high school campus within the participating LEA will implement at least the Instructional Practices and/or Practicum courses in the Education and Training course sequence in 2023-2024, and at least both stated courses in 2024-2025, with the teachers receiving the stipend as teachers of record for both courses or either course.
  - i. For example, the LEA selects an eligible, non-dual credit Education and Training teacher to receive a stipend through the Grow Your Own grant. The LEA pays the teacher a stipend disbursed over the two-year grant timeline starting in Fall 2023. The teacher stipend recipient serves as the teacher of record for Instructional Practices in 2023-2024 and both Instructional Practices and Practicum in 2024-2025.
- b. To receive a stipend for teaching dual credit, an Education and Training teacher must hold a master's degree in an education-related field and be the teacher of record for at least one dual credit course section in 2023-2024 and two dual credit course sections in 2024-2025 within the Education and Training course sequence.
- c. All LEA high schools must establish and/or grow a chapter of a Career and Technical Student Organization (CTSO) that supports the Education and Training career cluster through either [Texas Association of Future Educators \(TAFE\)](#) or [Family, Career and Community Leaders of America \(FCCLA\)](#) and participate in at least one competitive event per year.

**III. Education and Training Supports (must be included in MOUs)**

- a. The LEA assures that all LEA high schools participate in an initial TEA-led Teacher Institute in **Summer 2023**. Education and Training teacher stipend recipients are required to attend the entirety of Institute. Principals, counselors, and LEA grant managers are only required to attend the first day. Participants who attended any previous Grow Your Own Summer Institute must still attend. Attendance by IHE/EPP partners and student ambassadors is recommended and optional.
- b. The LEA assures that each Education and Training teacher stipend recipient will pilot the TEA Education and Training curriculum if they are not currently using a high-quality Education and Training curriculum.
- c. The LEA assures that each Education and Training teacher stipend recipient will receive TEA implementation supports and coaching by participating in online collaborative communities to be scheduled by TEA, not to exceed 6 hours per semester.
- d. The LEA assures that Education and Training teacher stipend recipients participate in surveys and, if requested, focus groups not to exceed 1 hour per semester and administered by TEA to receive input on the Education and Training programming.
- e. LEA grant managers shall support Practicum in Education and Training implementation, including but not limited to student scheduling, identifying field sites and field site teachers, and coordinating student transportation to field sites.

**IV. Performance Reporting**

- a. LEAs shall develop a marketing and recruitment plan to grow enrollment in high school Education and Training courses. Upon request, all LEA high schools will submit their plan for marketing and student recruitment to TEA each year.

- b. The LEA must, upon request, submit reports on progress towards performance measures to TEA. If requested, LEAs must participate in focus groups and surveys to give input on the Education and Training programming.
  - c. By **May 31, 2023**, all grant-funded teachers must be identified and submitted to TEA.
- V. Amendments** (See the [General and Fiscal Guidelines](#), *Amending the Application*)
- a. If a teacher is unable to continue with the grant program, LEAs must file an application amendment and provide TEA with an update of the new amount of teacher stipend recipient(s) within 30 days of notification.
  - b. LEAs must file application amendments within 7 days of a request from TEA.

**Pathway 2: Transition of Candidates (Paraprofessionals, Instructional Aides, and Long-Term Substitutes) to Full-Time Teaching Roles**

**I. Memorandums of Understanding (MOUs)**

- a. By **May 31, 2023**, the LEA must have a signed letter of commitment or MOU for each candidate that receives a stipend through the Grow Your Own Grant. All candidate stipend recipients must commit with a MOU, at minimum, to remain at the LEA for an agreed upon length of time (determined by the LEA) in a full-time teaching role as a condition of receiving the stipend. At minimum, the MOU should include the following:
  - i. Grant assurances listed under “**II. Candidate Programming**”
  - ii. Length of agreement for candidate to earn their bachelor’s degree and/or teacher certification
  - iii. Stipend amount that the candidate will receive
  - iv. Stipend payment schedule and process for the candidate’s tuition, fees, and living expenses incurred within the grant period (e.g., reimbursement of costs, paying IHEs/EPPs directly on behalf of the candidate)
  - v. Candidate’s commitment to serving as a teacher of record in the LEA by the start of the 2025-2026 school year, if positions are available that can be appropriately filled in alignment with the candidate’s certification area(s)
  - vi. Contingency plan for the event that no teaching positions are available, upon the candidate’s completion of certification, in alignment with candidate’s certification area(s)
- b. By **May 31, 2023**, LEAs must have a signed letter of commitment or MOU from each accredited EPP (see Eligible Applicants section of these Guidelines) that will partner with the LEA(s) to award teacher certifications to all candidates (candidates earning a bachelor’s degree and teacher certification and certification-only candidates). At minimum, the MOU should include the following:
  - i. Grant assurances listed under “**II. LEA Commitments**” and “**III. Candidate Programming**”
  - ii. Length of agreement of EPP partnership
  - iii. Stipend payment schedule and process for candidate tuition, fees, and living expenses incurred within the grant period (e.g., reimbursement of costs, paying EPPs directly on behalf of the candidate)
- c. The LEA will retain documentation locally of each MOU and submit it to TEA upon request.

**II. Candidate Programming (must be included in MOUs)**

- a. LEAs must allow reasonable paid release time and schedule flexibility, as determined by the LEA, for candidates to complete their degree and certification course requirements while engaged in the grant program.
- b. All certification-only candidates within a LEA will be certified by the same partner EPP as a cohort managed collaboratively by the LEA and EPP.
- c. The LEA assures that candidate stipend recipients participate in surveys and, if requested, focus groups not to exceed 1 hour per semester and administered by TEA to receive input on the grant programming.
- d. If positions are available that can be appropriately filled in alignment with candidates' certification area(s), LEAs must commit to hiring/retaining candidates upon successful completion of their teacher certification to serve as a teacher of record in the LEA by the start of the 2025-2026 school year.

**III. Performance Reporting**

- a. The LEA must, upon request, submit reports on progress towards performance measures to TEA.
- b. By **May 31, 2023**, the names of all grant-funded candidates must be submitted to TEA.

**IV. Amendments** (See the [General and Fiscal Guidelines](#), *Amending the Application*)

- a. If a candidate is unable to continue with their degree or certification program, LEAs must file application amendments and provide TEA with an update of the new amount and type of candidates within 30 days of notification.
- b. LEAs must file application amendments within 7 days of a request from TEA.

**Eligibility Requirements of Pathway 1 Stipend Recipients**

The LEA assures that it will select stipend recipients according to the following eligibility requirements:

1. Non-dual credit teachers of record for Principles of Education and Training, Instructional Practices, and/or Practicum in Education and Training
  - a. Teachers must hold a standard or life teacher certificate in the state of Texas (note: any Texas teaching certificate qualifies teachers to teach Principles of Education and Training, Instructional Practices, and Practicum in Education and Training).
  - b. As of the grant start date (**February 9, 2023**), teachers must have been employed as a teacher within the eligible LEA during the 2022-2023 school year; participants may not be new employees of the LEA in the 2023-2024 school year.
  - c. Teachers must show measurable evidence of student achievement within a diverse student population.
2. Dual credit teachers of record who teach Instructional Practices and/or Practicum in Education and Training
  - a. Teachers must hold a standard or life teacher certificate in the state of Texas (note: any Texas teaching certificate qualifies teachers to teach Principles of Education and Training, Instructional Practices, and Practicum in Education and Training).

- b. As of the grant start date (**February 9, 2023**), teachers must have been employed as a teacher within the eligible LEA during the 2022-2023 school year; participants may not be new employees of the LEA in the 2023-2024 school year.
  - c. Teachers must show measurable evidence of student achievement within a diverse student population.
  - d. Teachers receiving the dual credit stipend must hold a master's degree with 18 credit hours in education and be able to be approved by the partner IHE as a dual credit instructor.
3. Education and Training field site teachers
    - a. Teachers who, along with the Education and Training stipend teacher recipient, jointly directs and supervises high school Education and Training students participating in Instructional Practices and/or Practicum in Education and Training courses.
    - b. Teachers must show measurable evidence of student achievement within a diverse student population.

### **Eligibility Requirements of Pathway 2 Stipend Recipients**

The LEA assures that it will select stipend recipients according to the following eligibility requirements:

1. Candidates earning a teacher certification only
  - a. As of the grant start date (**February 9, 2023**), candidates must not already hold a teacher certification in the state of Texas or be the teacher of record for any position they intend to fill after certification.
  - b. Candidates must hold a valid bachelor's degree prior to **May 15, 2023** and be eligible to enroll in an accredited EPP program (see Eligible Applicants section of these Guidelines).
  - c. Candidates must have the capacity to earn a teacher certification within the timeline of the grant.
  - d. Candidates must be able to serve as a full-time teacher of record beginning in **Fall 2025**.
  - e. As of the grant start date (**February 9, 2023**), candidates must have been employed as a paraprofessional, instructional aide, or long-term substitute teacher within the eligible LEA during the 2022-2023 school year; candidates may not be new employees of the LEA in the 2023-2024 school year.
  - f. Candidates must have been serving in a capacity in which the majority of their time is spent assisting certified teachers in instructional activities.
2. Candidates completing a bachelor's degree and earning a teacher certification
  - a. As of the grant start date (**February 9, 2023**), candidates must not already hold a teacher certification in the state of Texas or be the teacher of record for any position they intend to fill after certification.
  - b. Candidates must already have a minimum of 75 credit hours towards a bachelor's degree on or before May 15, 2023.
  - c. Candidates must have the capacity to graduate with a bachelor's degree and earn teacher certification by the grant end date (**April 30, 2025**).
  - d. Candidates must be able to serve as a full-time teacher of record beginning in **Fall 2025**.
  - e. As of the grant start date (**February 9, 2023**), candidates must have been employed as a paraprofessional, instructional aide, or long-term substitute

teacher within the eligible LEA during the 2022-2023 school year; candidates may not be new employees of the LEA in the 2023-2024 school year.

- f. Candidates must have been serving in a capacity in which the majority of their time is spent assisting certified teachers in instructional activities.

## **PROGRAM ELEMENTS**

This section provides detailed information about the grant program.

### **Description of Program**

The 2023-2025 Grow Your Own Grant Program, Cycle 6 has been designed for LEAs to intentionally build strong, stable, and diverse teacher pipelines from within their own communities, particularly in rural and small school settings. The intention of the grant program is to address several challenges Texas currently faces with teacher shortages, demographic gaps between students and teachers, and building interest in the teaching profession among high school students. There are two pathways available to serve this purpose.

#### **Pathway 1: Support for Education and Training Program Implementation**

Pathway 1 focuses on the recruitment of future educators at the high school level through offering Education and Training courses, including for dual credit. The eligible courses for grant funding are Principles of Education and Training, Instructional Practices, and Practicum in Education and Training (including the extended Practicum). Grant stipends will be awarded to teachers that teach the high school Education and Training courses, with a greater stipend offered to teachers able to teach dual credit Education and Training courses. Additional grant funds will be awarded for high schools to establish and/or grow their Education and Training programs, support their CTSO, and participate in a TEA-led GYO Summer Institute.

#### **Pathway 2: Transition of Candidates (Paraprofessionals, Instructional Aides, and Long-Term Substitutes) to Full-Time Teaching Roles**

Pathway 2 focuses on the recruitment and support of paraprofessionals, instructional aides, and long-term substitutes who have been employed by the LEA and want to transition to certified, full-time teaching roles within the LEA. Grant stipends will be used to fund candidates' completion of a bachelor's degree and/or successful completion of a teacher certification program from a high-quality, accredited EPP.

### **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**.

## **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:

LEAs must select qualified, diverse Education and Training teachers and/or candidates to receive the appropriate grant stipend. This grant requires that all stipend recipients meet the eligibility requirements listed in these Program Guidelines.



## **PERFORMANCE AND EVALUATION MEASURES**

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

### **Pathway 1: Support for Education and Training Program Implementation in High Schools**

1. Teacher IDs for Education & Training teacher stipend recipients each grant year
2. Number of students completing the Principles of Education and Training, Instructional Practices, and Practicum courses each semester
3. Number and demographics of students participating in at least one CTSO (TAFE/FCCLA) activity or event each grant year
4. Number and demographics of students who participated in at least one Education and Training course who plan to enroll as education majors and/or pursue careers in education each grant year
5. Feedback through TEA surveys and, if requested, focus groups on program implementation

### **Pathway 2: Transition of Candidates (Paraprofessionals, Instructional Aides, and Long-Term Substitutes) to Full-Time Teaching Roles**

1. Identifying information for candidate stipend recipients each grant year, including:
  - a. Teacher IDs
  - b. Name of IHE the candidate is attending, if applicable
  - c. Name of EPP the candidate is using
  - d. Anticipated date of completing their bachelor's degree and/or teacher certification
  - e. Type of bachelor's degrees and teaching certificates candidates are earning
  - f. Number of years the candidate is committed to teaching in the LEA
2. Feedback through TEA surveys and, if requested, focus groups on program implementation

### **Limits on Contracted Evaluators**

When a grantee chooses, or is required under a grant, to hire a contracted evaluator, TEA believes that the evaluator must have the capability to remain independent and objective in carrying out the evaluation. "Independent and objective" implies that there is no influence or control, real or perceived, exerted on the evaluator by any person who is involved in the provision of program services. Therefore, the only way in which a contracted evaluator can be truly independent and objective is not to be involved in any manner with the provision of program services or activities. Otherwise, the evaluator is, at least in part, evaluating its own services.

In addition, TEA is aware that some grant writers develop and design the grant program, write the entire grant application, and then wish to evaluate the grant program. TEA also believes that this scenario poses a conflict of interest for the evaluator, in that the evaluator is evaluating the grant program that he or she designed, developed, and wrote. Again, it is not possible for the evaluator to function independently and objectively if the evaluator performed in this capacity. It is certainly acceptable for the grant writer to receive some information from a potential evaluator to include in the evaluation section of the grant application with regard to an appropriate evaluation plan or design, but communication between the grant writer and evaluator should be limited to that specific topic.

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*

### Selection of Applicants for Funding

Applicants will be selected in rank order. Applicants pre-selected for an award will be subject to negotiations to determine that the number of candidates for which funds are requested as reasonable and necessary. Award amounts may be reduced on the basis of necessary uses and past implementation data.

Each Pathway has a specific funding structure. Funding is allowable up to specified amounts below.

Up to 6 LEAs or SSAs with the highest total points will be awarded for each Pathway, not to exceed \$624,999 of funding. The remaining awards will be applied to both pathways to the next highest point total until funding is exhausted.

These two pathways fund stipends and programs that allow LEA and EPP partners to develop and implement a Grow Your Own Program.

### Pathway 1 Funding: Support for Education and Training Program Implementation in High Schools

School District, Charter School, and Charter School Network Award Cap*	2021-2022 School District, Charter School, or Charter School Network Student Enrollment	Suggested Number of Teacher Stipend Recipients
\$36,000	<999	2 per high school (LEAs may choose to select more/less up to maximum costs)
\$72,000	1,000-4,999	
\$108,000	5,000-9,999	
\$144,000	>10,000	

\*If applying as an SSA with multiple LEAs, the caps apply to each member LEA and their respective student enrollment. Each member LEA may have up to 2 Education and Training teacher stipend recipients.

Allowable Use of Funding	Awardee Spending Commitments
Refer to Eligibility Requirements for stipend recipients	LEAs are expected to spend amounts specified in Budget Narrative using the following breakdown
Education & Training teacher stipend disbursed over the two-year grant timeline and no earlier than Fall 2023	<ul style="list-style-type: none"> <li>At least \$5,500 per teacher stipend recipient who is teaching Education and Training courses, but not for dual credit</li> <li>At least \$11,000 per teacher stipend recipient with a master's degree who is teaching Instructional Practices and/or Practicum in Education and Training for dual credit</li> </ul>

Education and Training field site teacher stipends, disbursed within the first, second, or both years of the grant timeline and no earlier than Fall 2023	<ul style="list-style-type: none"> <li>Up to \$2,000 per high school</li> </ul>
Travel to Summer 2023 TEA-led Grow Your Own Institute for required participants (Education & Training teacher stipend recipients, campus principals, college/career counselors, and LEA grant managers)	<ul style="list-style-type: none"> <li>Up to \$3,000 per high school</li> </ul>
Student transportation to and from Education and Training field sites for Instructional Practices and/or Practicum courses	<ul style="list-style-type: none"> <li>Up to \$2,000 per high school for student transportation to and from Education and Training field sites</li> </ul>
Implementation and growth of the Education and Training program and organizations, including costs for dual-credit programs and establishing and growing a CTSO (TAFE/FCCLA)	<ul style="list-style-type: none"> <li>Up to \$5,000 per high school with existing Education and Training courses in the 2022-2023 school year</li> <li>Up to \$7,000 per high school without existing Education and Training courses in the 2022-2023 school year, or</li> <li>Up to \$7,000 per high school implementing dual credit Education and Training courses beginning in the 2023-2024 school year, regardless of whether courses previously existed</li> </ul>

**Pathway 2 Funding: Transition of Candidates (Paraprofessionals, Instructional Aides, and Long-Term Substitutes) to Full-Time Teaching Roles**

School District, Charter School, and Charter School Network Award Cap*	2021-2022 School District, Charter School, or Charter School Network Student Enrollment	Suggested Number of Teacher Stipend Recipients
\$114,000	<999	6 per LEA (LEAs may choose to select more/less up to cap)
	1,000-4,999	
	5,000-9,999	
	>10,000	

\*If applying as an SSA with multiple LEAs, each member LEA may have up to 2 candidate stipend recipients for a cap of \$38,000 per member LEA.

<b>Allowable Use of Funding</b> Refer to Eligibility Requirements for stipend recipients	<b>Awardee Spending Commitments</b> LEAs are expected to spend amounts specified in Budget Narrative using the following breakdown
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Candidate stipends to cover tuition, fees, and living expenses incurred within the grant timeline	<ul style="list-style-type: none"> <li>• No less than \$5,000 and up to \$8,000 per candidate earning teacher certification only</li> <li>• No less than \$14,000 and up to \$19,000 per candidate for completing a bachelor’s degree and earning teacher certification</li> </ul>
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### Funding Examples

Examples of potential funding structures include the following:

Scenario	Budget Narrative Aligned to Awardee Spending Commitments
<p>An LEA applies for Pathway 1: Support for Education and Training Program Implementation in High Schools. They have four Education and Training course teachers who will participate in the grant and three high schools within the LEA. One of the teachers holds an M.Ed. and will be teaching an Education and Training course for dual credit. The other three teachers will be teaching an Education and Training course not for dual credit. One high school currently offers Education and Training courses and plans to add dual credit. One high school currently offers Education and Training courses and does not plan to add dual credit. One high school does not currently offer Education and Training courses. The LEA may apply for up to \$67,500 in Pathway 1 funding.</p>	<ul style="list-style-type: none"> <li>• 3 non-dual credit Education and Training teacher stipends: <math>\\$5,500 \times 3 = \\$16,500</math></li> <li>• 1 dual credit Education and Training teacher stipend: <math>\\$11,000 \times 1 = \\$11,000</math></li> <li>• 4 Education and Training field site teacher stipends: <math>\\$2,000 \times 3 = \\$6,000</math></li> <li>• 1 high school campus that will offer dual credit Education and Training courses: <math>\\$7,000 \times 1 = \\$7,000</math></li> <li>• 1 high school campus with existing Education and Training courses: <math>\\$5,000 \times 1 = \\$5,000</math></li> <li>• 1 high school campus without existing Education and Training courses: <math>\\$7,000 \times 1 = \\$7,000</math></li> <li>• Travel for 3 high school campuses to Summer 2023 TEA-led Grow Your Own Institute: <math>\\$3,000 \times 3 = \\$9,000</math></li> <li>• Student transportation to and from Education and Training field sites for 3 high school campuses: <math>\\$2,000 \times 3 = \\$6,000</math></li> <li>• <b>Total funding: \$67,500</b></li> </ul>
<p>An ESC applies as the fiscal agent for four LEAs, each pursuing both Pathways 1 and 2. Each LEA has one high school currently offering Education and Training courses and one M.Ed. teacher participating in Pathway 1 who will be teaching Education and Training courses for dual credit. In addition, each LEA has one paraprofessional participating in Pathway 2 who will be pursuing their bachelor’s degree and teacher certification.</p>	<ul style="list-style-type: none"> <li>• 4 dual credit Education and Training teacher stipends (1 per LEA): <math>\\$11,000 \times 4 = \\$44,000</math></li> <li>• 4 Education and Training field site teacher stipends: <math>\\$2,000 \times 4 = \\$8,000</math></li> <li>• 4 high school campuses that will offer dual credit Education and Training courses (1 per LEA): <math>\\$7,000 \times 4 = \\$28,000</math></li> </ul>

<p>The ESC may apply for up to \$176,000 in Pathway 2 funding.</p>	<ul style="list-style-type: none"> <li>• Travel for 4 high school campuses to Summer 2023 TEA-led Grow Your Own Institute: \$3,000 x 4 = \$12,000</li> <li>• Student transportation to and from Education and Training field sites for 4 high school campuses: \$2,000 x 4 = \$8,000</li> <li>• 4 paraprofessionals earning a bachelor's and certification (1 per LEA): \$19,000 x 4 = \$76,000</li> <li>• <b>Total Pathway 1 (Support for Education and Training Program Implementation in High Schools) funding: \$100,000</b></li> <li>• <b>Total Pathway 2 (Transition of Candidates to Full-Time Teaching Roles) funding: \$76,000</b></li> </ul>
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### 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.

### 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 to no more than 10% of the total grant award.

### Indirect Costs

The grantee may claim a maximum for indirect costs equal to their current approved restricted indirect cost rate not to exceed 15% for this grant program.

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 not** permitted for this grant program.

## 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. Only the following types of field trip is allowable:

- CTSO (TAFE/FCCLA) event and conference participation

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](#).

### Cost of Membership in Any Civic or Community Organization

The cost of membership in any civic or community organization **may** be funded under the grant program. Only the following types of civic or community organization membership costs are allowable:

- Texas Association of Future Educators (TAFE)
- Family, Career and Community Leaders of America (FCCLA)

### General Allowable Activities and Use of Funds

1. Pathway 1: Support for Education and Training Program Implementation in High Schools
  - a. Stipends for eligible Education & Training teachers disbursed over the two-year grant timeline and no earlier than Fall 2023
  - b. Stipends for eligible field site teachers disbursed within the first, second, or both years of the grant timeline and no earlier than Fall 2023 (up to \$2,000 per LEA high school)
  - c. Travel to Summer 2023 TEA-led Grow Your Own Institute for required participants (up to \$3,000 per LEA high school)
  - d. Student transportation for Education and Training field site visits (up to \$2,000 per LEA high school)
  - e. Implementation and growth costs of Education and Training program and organizations including:
    - i. Education and Training dual-credit costs
    - ii. CTSO (TAFE/FCCLA) teacher and student memberships and event/conference participation costs
    - iii. Teacher and student travel costs associated with CTSO (TAFE/FCCLA)
    - iv. Consumable supplies and instructional materials and resources to support facilitation and instruction of Education and Training coursework and CTSO (TAFE/FCCLA) participation.
  - f. Substitute coverage for Education & Training teacher stipend recipients to participate in implementation supports and CTSO activities
2. Pathway 2: Transition of Candidates (Paraprofessionals, Instructional Aides, and Long-Term Substitutes) to Full-Time Teaching Roles
  - a. Candidate stipends to cover tuition, fees, and living expenses incurred within the grant timeline
  - b. Candidate certification exam and test preparation costs incurred within the grant timeline

- c. Substitute teachers for providing candidate stipend recipients with release time to meet grant requirements

### **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**

An advisory council **may not** be funded under the grant program.

### **Hosting or Sponsoring of Conferences**

Hosting or sponsoring conferences **may not** be funded under this grant program.

### **Out-of-State Travel**

Out-of-state travel costs **may not** be funded under this grant program.

### **Travel Costs for Officials such as Executive Director, Superintendent, or Board Members**

Travel costs for officials such as the executive director, superintendent, or board members **may not** be funded under the grant program.

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
- Tuition or fees for paraprofessionals, instructional aides, or long-term substitute teachers to earn associate degrees
- Tuition or fees for paraprofessionals, instructional aides, or long-term substitute teachers incurred prior to February 9, 2023
- Compensation for individuals other than those listed in these guidelines
- Compensation for attending professional development, other than Grow Your Own Summer Institute
- Compensation or costs for research staff, research assistants, or evaluators
- Data collection or research presentations by grant administrators or other staff
- Travel, fees, or meals associated with conferences other than TAFE or FCCLA competitive events and the TEA-led Summer Institute
- Extra-duty pay for stipend recipients in addition to the amount specified in these program guidelines
- Direct administrative costs exceeding 10% of grant award
- Purchase of computers or other technology devices

## LOI SCORING AND REVIEW

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

### LOI Review and Funding Criteria

See the [General and Fiscal Guidelines](#), *LOI Review Criteria*.

#### Standard Review Criteria

Area Scored	Points Possible
Program Description	10
Qualifications and Experience for Key Personnel	5
Goals and Objectives	10
Progress Monitoring and Evaluation Measures	10
Budget Narrative	5
<b>Total Standard Review Points Possible</b>	<b>40</b>

#### Specific Review Criteria

Area Scored	Points Possible
Sustainability Plan	10
Stipend Recipient Recruitment	10
Stipend Recipient MOUs	10
<b>Total Specific Review Points Possible</b>	<b>30</b>

#### Priorities for Funding

In addition to the factors considered in awarding competitive grants as outlined in the previous sections above, TEA will award grants according to the following priorities. Applicants that receive 70% of the points available through the standard and specific review criteria will have priority points added, if earned, per the program guidelines.

Area Scored	Points Possible
<p>LEA student enrollment size per the <a href="#">2021-2022 Texas Public Schools Directory</a>*</p> <ul style="list-style-type: none"> <li>• Less than 500 students (10 points)</li> <li>• 500-999 students (6 points)</li> <li>• 1,000-4,999 students (3 points)</li> <li>• Greater than 4,999 students (0 points)</li> </ul> <p>*If applying as an SSA with multiple LEAs, points will be based on average of all LEAs. If applying as an ESC with multiple partner LEAs, points will be based on the average of all partner LEAs.</p>	10



<p>Written letter(s) of support for program activities signed by the <b>chairperson</b> of the local school board(s) or the governing board(s) of participating LEA(s)*.</p> <p><b>Letter(s) of support must be attached to the application.</b></p> <p>*If applying as an SSA with multiple LEAs, points will be based on the following.</p> <ul style="list-style-type: none"> <li>• Letters from 90 percent or more of member LEAs (5 points)</li> <li>• Letters from 70 percent to 89 percent of member LEAs (3 points)</li> <li>• Letters from 50 percent to 69 percent of member LEAs (1 point)</li> <li>• Letters from fewer than 50 percent of member LEAs (0 points)</li> </ul>	5
<p>Written letter(s) of support for program activities signed by the <b>counselor(s) and school administrator(s)</b> of participating LEA(s)*, separate from the chairperson letter(s) of support. *</p> <p><b>Letter(s) of support must be attached to the application.</b></p> <p>*If applying as an SSA with multiple LEAs, points will be based on the following.</p> <ul style="list-style-type: none"> <li>• Letters from 90 percent or more of member LEAs (5 points)</li> <li>• Letters from 70 percent to 89 percent of member LEAs (3 points)</li> <li>• Letters from 50 percent to 69 percent of member LEAs (1 point)</li> <li>• Letters from fewer than 50 percent of member LEAs (0 points)</li> </ul>	5
<p>LEAs implementing any of the College and Career Readiness School Models (CCRSM), including Early College High Schools (ECHS), Pathways to Technology Early College High Schools (P-TECH), Industry Cluster Innovative Academies (ICIA), and Texas STEM Academies (T-STEM) that incorporate a program of study in Education and Training (teaching and training) that leads to an Associate of Arts in Teaching (AAT).</p> <p><b>Evidence of course offerings must be attached to the application (e.g., course catalog, four-year crosswalk, etc.)</b></p> <ul style="list-style-type: none"> <li>• All CCRSM campuses within the LEA offer an Education and Training pathway leading to an AAT (10 points)</li> <li>• At least one, but not all, CCRSM campus offers an Education and Training pathway leading to an AAT (5 points)</li> </ul>	5
<p>LEAs that have not previously been awarded Grow Your Own Cycles 1-4 grant funding from TEA</p>	5
<p>Total Priorities for Funding Points Possible</p>	30
<p><b>Total Possible Points</b></p>	<b>100</b>

## **Oral Interviews for Funding**

See the [General and Fiscal Guidelines](#), *LOI Oral Interviews for Funding*.

If LEA funding requests exceed the amount available for this grant, oral interviews may be used according to the following process. If used, applicants that receive 70% of the total points available through the sum of the standard review criteria, specific review criteria and priority points will be invited to attend an oral interview, which will be conducted virtually. Scores from the oral interviews will be added to the scores from the application review to calculate the final score that determines preliminary award selection. Applicants will have the opportunity to elaborate and be evaluated on the following topics. Both applicant and evaluator may reference any LOI documents, including the Program Guidelines, the FAQs, the posted webinar, and the attachments.

### **Program Description (10 points)**

- How the Grow Your Own program will be implemented using grant funds
- The LEA's teacher pipeline needs this grant will help address

### **Goals and Objectives (10 points)**

- The LEA's goals for the grant program
- The LEA's approach to recruiting, hiring, and retaining qualified teachers in connection to goals and objectives

### **Stipend Recipient Recruitment (10 points)**

- Plan for recruiting stipend recipients
- Strategies for equitable recruitment and potential criteria

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