## **REQUEST FOR APPLICATION**

# Application Guidelines

## **Program Guidelines**

# 2018–2019 Technology Lending Grant

Authorized by General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85<sup>th</sup> Texas Legislature; Texas Education Code, Section 32.301

> Application Closing Date—5:00 p.m., Central Time February 6, 2018

TEXAS EDUCATION AGENCY

Digital Learning Unit 1701 North Congress Avenue Austin, Texas 78701

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## Introduction to the Program Guidelines

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, 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 part of the request for application (RFA), Program Guidelines, is to be used in conjunction with the <u>General and Fiscal Guidelines</u> and the schedule instructions. The Standard Application System (SAS) consists of all schedules (i.e., 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 <u>General and Fiscal Guidelines</u> provide information relevant to all TEA grant programs. Throughout the Program Guidelines, cross-references are given to applicable sections of the <u>General and Fiscal Guidelines</u>. It is critical that you review all referenced sections of the <u>General and Fiscal Guidelines</u> when preparing your application.

<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>&</sup>lt;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>&</sup>lt;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>&</sup>lt;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.

## **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	\$10,000,000.00
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	\$10,000,000.00

## **Grant Timeline**

All of these dates except the grant ending date may vary slightly as conditions require.

Date	Event	
December 8, 2017	RFA available; notice of the RFA published in the Texas Register	
January 10, 2018	Last date to submit FAQs to TEA contact person	
	See General and Fiscal Guidelines, Frequently Asked Questions	
January 19, 2018	Due date for the Notice of Intent to Apply in the TEA Document Control Center	
	See General and Fiscal Guidelines, Notice of Intent to Apply	
January 19, 2018	Due date for Reviewer Information Form	
	See General and Fiscal Guidelines, Reviewer Information Form	
January 19, 2018	FAQs posted to TEA Grant Opportunities page	
February 6, 2018	Due date for the application in the TEA Document Control Center, 5:00 p.m., Central Time	
	See General and Fiscal Guidelines, Submission Deadline	
February 14, 2018-	Competitive review period	
March 4, 2018	See General and Fiscal Guidelines, Application Review	
May 1, 2018	Beginning date of grant	
	See General and Fiscal Guidelines, Grant Period	
June 3, 2019	Final date to submit an amendment	
August 31, 2019	Ending date of grant	
	See General and Fiscal Guidelines, Grant Period.	

For all dates related to the grant, including reporting dates, see the <u>TEA Grant Opportunities</u> 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 fundamental information pertinent to the grant program.

## Authorizing Legislation

This grant program is authorized by the General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85<sup>th</sup> Texas Legislature; Texas Education Code (TEC), Section 32.301.

### Where to Submit the Application

See the <u>General and Fiscal Guidelines</u>, Where to Submit the Application.

#### **Number of Copies**

See the General and Fiscal Guidelines, Number of Copies.

Three complete copies of the application are required to be submitted, printed on one side only. Applicants must submit one original copy of the application with an original signature (blue ink preferred) of the person authorized to bind the applicant in a contract, and two copies of the application.

### **Purpose of Program**

TEC, Section 32.301 authorizes the Texas Education Agency (TEA) to establish the Technology Lending Grant. Grants will be awarded to local educational agencies (LEAs) to implement a technology lending program to loan students the equipment necessary to access and use digital instructional materials. In awarding grants, the TEA will consider the availability of existing equipment to students in the LEA and other funding available to the LEA.

The Technology Lending Grant assists LEAs in the implementation of digital learning as envisioned by the *Texas Long-Range Plan for Technology, 2006–2020* (LRPT). The LRPT emphasizes the needs of today's students to engage in meaningful learning, supported by digital materials through robust connectivity. To promote academic excellence, the LRPT recommends that learners must have access to relevant technologies, tools, resources, and services for personalized learning.

LEAs have adapted policies and practices to effectively use personal technology devices by

- adapting local policies to the use of personal devices for the classroom;
- developing new classroom instructional strategies that include student devices; and
- adopting digital instructional materials in lieu of traditional textbooks.

While these changes provide increased opportunities for students in these districts, there remains a need to ensure equitable access for students who have limited access to technology for use off-campus. Recognizing this need, the 2018–2019 Technology Lending Grant will award funds to LEAs to implement or enhance technology lending programs for students.

Through this grant program, LEAs purchase technology devices that are loaned to students for access to digital instructional materials off campus. The 2018–2019 Technology Lending Grant provides personal student learning devices and Internet access for students who would not otherwise have access to digital instructional materials off campus. Thus, it seeks to ensure equitable access to quality digital resources and courses.

## **Eligible Applicants**

See the <u>General and Fiscal Guidelines</u>, Eligibility Requirements.

LEAs are eligible to apply for funding through the 2018–2019 Technology Lending Grant program. Applicants must meet the following criteria to be considered for funding:

- LEAs must have an enrollment of at least 40% economically disadvantaged students at the participating campus(es). Eligibility will be determined using the 2016–2017 Texas Academic Performance Report (TAPR) Campus Report data from the Public Education Information Management System (PEIMS): <a href="https://rptsvr1.tea.texas.gov/perfreport/tapr/2017/srch.html?srch=C">https://rptsvr1.tea.texas.gov/perfreport/tapr/2017/srch.html?srch=C</a>; and
- LEAs must have a Technology Plan on file with TEA for the 2016–2017 school year or show evidence of a current local technology plan on participating campuses. See Required Program-Related Attachments on page 18.

#### **Eligibility List**

An eligibility list is not posted with the RFA.

#### **Shared Services Arrangement**

See the **General and Fiscal Guidelines**, Shared Services Arrangements.

Shared services arrangements (SSAs) are not allowed.

#### More Than One Campus

Eligible applicants may apply for the grant on behalf of more than one campus. Applicants may submit only one application on behalf of their participating campuses. Due to the limited amount of funds available, applicants should prioritize campuses to be served by the grant based on campuses most in need of lending technology.

## **Application Funding**

See the following sections of the General and Fiscal Guidelines:

- Grant Funding
- **Continuation Funding**
- Fund Management
- Use of Funds

It is anticipated that approximately 144 grants will be awarded ranging in amounts from \$50,000 to \$150,000.

- Applicants with an enrollment of 2,999 or less are eligible for up to \$50,000. Approximately 101 grants will be awarded for a total of \$5,050,000.
- Applicants with an enrollment of 3,000–24,999 students are eligible for up to \$100,000. Approximately 30 grants will be awarded for a total of \$3,000,000.
- Applicants with an enrollment of 25,000 or more are eligible for up to \$150,000. Approximately 13 grants will be awarded for a total of \$1,950,000.

Applicant enrollment will be determined using the 2016 Snapshot data: <u>https://rptsvr1.tea.texas.gov/perfreport/snapshot/2016/index.html</u>.

#### **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.

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.

NOTE: Administrative funds include **both** direct administrative costs **and** allowable indirect costs.

#### **Pre-Award Costs**

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

Pre-award costs are not permitted for this grant.



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 RFA, the grant program, or for assistance with the applicants' conference:

Kathy Ferguson, Digital Learning Specialist Digital Learning Unit Standards and Support Services techlending@tea.texas.gov Phone: (512) 463-9087 Fax: (512) 463-3612

## **Frequently Asked Questions**

See the General and Fiscal Guidelines, Frequently Asked Questions.

The FAQs for this grant program will be posted to the <u>TEA Grant Opportunities</u> site no later than the date 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**

See the **General and Fiscal Guidelines**, Applicants' Conference.

There will not be an applicant's conference for this RFA. All questions will be answered through the FAQ process.

## **Errata Notices**

See the General and Fiscal Guidelines, Errata Notices.

## **Email Bulletins**

See the General and Fiscal Guidelines, Email Bulletins.

## **Program Elements**

This section provides detailed information about the grant program.

## **Program Description**

TEC, Section 32.301, authorizes the TEA to establish the Technology Lending Grant. The program awards grants to LEAs to implement a technology lending program to loan students the equipment necessary to access and use digital instructional materials. In awarding grants, the TEA will consider the availability of existing equipment to students in the LEA and other funding available to the LEA. With the 2018–2019 Technology Lending Grant, LEAs can continue using digital instructional materials while ensuring equitable access for students through loaned equipment for learning off campus.

Grant funding will be provided to LEAs that assure the TEA that funds provided under the Instructional Materials Allotment (IMA) or other funding sources are insufficient to purchase enough lending technology for every student who needs dedicated access to a device. For the purposes of the 2018–2019 Technology Lending Grant, "equipment" means personal, portable wireless devices such as laptops, tablets, or other technological devices that provide access to those digital materials required to meet the objectives of the LEA's technology plan. The purchase of equipment includes an operating system and productivity software, where applicable.

#### **Access for Students**

The goal of the program is to ensure that students have dedicated access to a personal technology device through a check-out program. The applicant should describe how it will leverage existing

personal technology devices, including any existing or planned programs, and how it will use the technology lending grant program for additional access for students. The applicant must describe existing processes or develop a systematic process for students to check out and check in the equipment that ensures students have the technology they need for learning at school and at home.

#### **Residential Internet Access for Students**

Students who check-out personal technology devices may also need access to the Internet at their residence, residential center, and/or on buses that transport students for whom a single ride lasts, on average, at least an hour. The target is to ensure every student needing technology has a device and has access to the Internet. During the grant period, grantees may provide internet access through grant funds to the student's place of residence to enable the student to access the Internet for educational purposes, provided there is not already internet access in the student's residence. The LEA will cover the associated costs through grant funds. If a local internet service provider (ISP) is used to provide internet access to the home, the ISP will also be required to provide students or parents help with technical issues that may occur while using the Internet for educational purposes.

Participating LEAs that provide internet service in students' residences must have a Technology Lending Agreement that includes or references an existing Responsible Use Policy and is signed by the parents or guardians and by the student. Participating LEAs that provide internet service in residence centers must have a Technology Lending Agreement that includes or references an existing Responsible Use Policy and is signed by an adult responsible for supervising students who access Internet services in the residence center. The Technology Lending Agreement must provide that the Internet will be used solely for educational purposes by the student. The Technology Lending Agreement must verify that students receiving internet access at home have demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS) for the appropriate grade band.

#### **Insurance and Care of the Equipment**

The equipment purchased through this grant for a local technology lending program becomes the property of the LEA. Applicants selected for funding are required to account for the technology equipment purchased with grant funds in accordance with the local LEA policy, including insuring the equipment where insurance is typically provided for such technology equipment. Insurance of the technology lending equipment is an allowable cost from the grant. The grant may not be used to replace lost, stolen, or damaged equipment.

### Supplement, Not Supplant

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

The supplement, not supplant provision does apply to this grant program.

### **Indirect Costs**

For this state-funded grant, the grantee may claim a maximum for indirect costs equal to **the lesser** of their current, approved restricted indirect cost rate or 15%.

Use the Maximum Indirect Costs Worksheet, posted on the Federal Fiscal Compliance and Reporting Division's <u>Indirect Cost Rates</u> page, to calculate the maximum indirect costs that can be claimed for a grant.

#### **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)

**IMPORTANT NOTE:** All requirements must be properly addressed in the application. Failure to address a requirement can result in ineligibility for scoring and review. For details, refer to the <u>General and Fiscal Guidelines</u>, Completing the Application.

#### **Statutory Requirements**

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

Per Section 22.0834 of the 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 <u>General</u> and <u>Fiscal Guidelines</u>, Fingerprinting Requirement.

The following requirements are defined in the statute that authorizes this program. The applicant must address each of these requirements in the application to be considered for funding:

1. The applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices.

#### **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:

- 1. The applicant must describe how the technology lending program aligns with the existing mission and goals of the LEA.
- 2. The applicant must describe a plan for providing internet access to student residences, residential center, and/or on buses that transport students for whom a single ride lasts, on average, at least an hour for students with the highest need for off-campus internet access.
- 3. The applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es).

- 4. The applicant must describe how it is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s).
- 5. The applicant must describe how infrastructure and technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es).
- 6. The applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition.
- 7. The applicant must describe how it will account for the technology lending equipment per local policy, including providing insurance, if appropriate.

#### Program-Specific Assurances

See the <u>General and Fiscal Guidelines</u>, Provisions and Assurances.

The program-specific assurances for this grant program are listed in the SAS. Refer to Schedule #2—Required Attachments and Provisions and Assurances, Part 3: Program-Specific Provisions and Assurances.

### **Activities and Use of Funds**

See the <u>Administering a Grant</u> 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**

- Purchase technology devices that provide access to digital instructional materials for students, including but not limited to laptops, tablets, and other personal devices. Technology device purchases may include the operating system, productivity software (i.e., applications dedicated to word processing, presentation, spreadsheets), and a carrying/storage case. Applicants should also remember to budget for shipping costs. Grantees may image the devices according to their specific requirements.
- Maintenance of equipment purchased with grant funds. Grantees may pre-pay up to two additional years of maintenance or extended warranty with grant funds. The multi-year maintenance agreement must be payable upon receipt of a single invoice received during the grant period.
- Insurance for equipment purchased with grant funds. Grant funds may be used to purchase a multi-year policy that would cover equipment for up to three years if this is standard practice for the LEA. The multi-year premium must be payable upon receipt of a single invoice received during the grant period.
- Internet access in a residence, residential center, and/or on buses that transport students for whom a single ride lasts, on average, at least an hour. Allowable costs may include installation and the monthly/annual service for students, particularly economically disadvantaged students, who check out equipment as part of the technology lending program. If internet service is provided via local service provider, it must

be purchased/contracted by the LEA for use in the student's residence. The internet service can be listed in the student's family name or in the name of the grantee. The internet service provider and the grantee should determine the most viable arrangement that mitigates any liability of the grantee for abuse of the Internet by the student or family members.

#### General Unallowable Activities and Use of Funds

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

#### **Field Trips**

Field trips may not be funded under the grant program.

#### **Advisory Council**

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

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

The cost of membership in any civic or community organization may not be funded under the grant program.

#### Hosting or Sponsoring of Conferences

Conferences may not be hosted or sponsored under the grant program.

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

Out-of-state travel costs are not allowable.

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

The cost of 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
- Personnel costs
- Purchase or lease of furniture
- Technology infrastructure, such as charging carts, extension cords, device management equipment, and other devices not specified as allowable, with the exception of equipment that may be necessary to provide off-campus internet access
- Professional development
- Evaluation of the program

Electronic textbooks or other digital content except in the case where the technology equipment and the digital content are bundled in one price, and it is more cost effective to purchase the bundle than to purchase only the equipment. If technology is purchased in this manner, the applicant must explain in the application how the bundling will benefit the technology lending program

#### **Program Evaluation**

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

Specific critical success factors and milestones will be developed in a manner determined appropriate by TEA.

#### **Performance Measures**

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

- 1. Number and percent of students who checked out a device as part of the technology lending program by grade level
- 2. Number and percent of eligible economically disadvantaged students participating in the technology lending program
- 3. Number and percent of eligible economically disadvantaged students who had Internet access installed in their residences as part of the technology lending program
- 4. Ratio (e.g., 1:1) of technology devices to students needing devices on participating campuses.
- 5. Number and names of courses using digital instructional materials as part of the technology lending program
- 6. Titles of digital instructional materials used as part of the 2018–2019 Technology Lending Grant on participating campus(es).
- 7. Number and percent of teachers on participating campus(es) who leveraged digital instructional materials for students because of the technology lending program
- 8. Number of online courses taken by participating students because of the 2018–2019 Technology Lending Grant.
- 9. Number and percent of participating students who demonstrate proficiency on the TEKS for their grade level at the beginning and end of the grant period. NOTE: LEAs can use local methods to measure proficiency.
- 10. Number and percent of participating students who showed an increase in attendance during the 2018–2019 school year in comparison with the 2017–2018 school year.
- 11. Number and percent of participating students who showed an increase in academic achievement in the 2018–2019 school year in comparison with the 2017–2018 school year.

Academic achievement is determined by statewide assessment data in reading or mathematics, as applicable.

## **Critical Success Factors**

Critical success factors are generally observable behaviors that are believed (and supported by research) to be critical to achieving the goals and outcomes of the grant program. Each critical success factor is monitored using measurable indicators, and these indicators enable TEA to determine whether grantees are proceeding appropriately to achieve the desired outcomes. For example, if a program has a goal of increased student participation in more rigorous college preparatory courses, one should measure at the beginning of the following school year that more students are actually enrolled in such classes than previously. Student participation in these rigorous college preparatory courses is a critical success factor that is measured through enrollment figures.

#### **Milestones**

Milestones are key processes or structures that need to be in place before the critical success factor is likely to occur. Using the previous example, before a school can demonstrate increased enrollment in rigorous college preparatory courses, it probably needs to offer a greater variety of these classes and hire or assign qualified teachers to teach them. A school would also want to develop a student recruitment plan. All such factors that are precursors to increased enrollment are called milestones.

### **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 Elements**

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

## Notice of Intent to Apply

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

The NOI is published along with the RFA on the TEA Grant Opportunities page.

## **Reviewer Information Form**

For every application submitted for a competitive grant, the applicant is required to submit the names of three individuals to serve as reviewers in the competitive review process for the grant program. For LEAs submitting multiple campus grant applications, the LEA must submit a minimum of three reviewers per campus application or a total of 10 reviewers, whichever is less.

Individuals who are hired to prepare grant applications may not serve as reviewers, and their names should not be submitted. Applicants must notify the people whose names they submit that they may be asked by TEA to serve as reviewers.

Once reviewers are selected, they will receive detailed information about the review process. The competitive review for the grant program will take place during the time period given in the Grant Timeline.

The Reviewer Information Form is published along with the RFA on the <u>TEA Grant Opportunities</u> page. All applicants are required to complete the form and to submit it online on or before the date given in the Grant Timeline.

### **Required Attachments**

See the following sections of the <u>General and Fiscal Guidelines</u>:

- **Fiscal-Related Documentation Required to Be on File**
- 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 <u>General and Fiscal Guidelines</u>, Required Fiscal-Related Attachments, for a general description of fiscal-related documents that can be required as attachments to the application.

For a list of the fiscal-related attachments required for this grant application, refer to the SAS, Schedule #2—Required Attachments and Provisions and Assurances.

#### **Required Program-Related Attachments**

The applicant must submit with the application any required attachments listed below.

1. LEA Technology Plan Template—If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

## **Scoring and Review**

This section provides information on the scoring and review of applications for competitive grants.

### **Standard Review Criteria**

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

## **Priorities for Funding**

See the **General and Fiscal Guidelines**, 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. Applications that receive 70% of the points available through the standard and specific review criteria will have priority points added, if earned and if available per the program guidelines.

Statutory or TEA Priority	Maximum Points
<ul> <li>LEAs that have not previously received funding for a Technology Lending grant from TEA. Previous Technology Lending grants include:</li> <li>2012–2013 Technology Lending Program</li> <li>2014–2016 Technology Lending Program Grant</li> </ul>	<ul> <li>5 points, if the applicant has previously received funding from only one of the grants.</li> <li>10 points, if the applicant has not previously received funding from either of the grants.</li> </ul>
Total maximum number of statutory/priority points	10