



Illinois State Board of Education

Technical Assistance Session FCAE – Local Program Support Grant

A review of the program purpose, grant terms, performance measures, and other valuable information for potential applicants

Please note that session **will be recorded** for public viewing.

Equity • Quality • Collaboration • Community

Session Agenda

- Program Overview
- General Information
- Program Description
- Objective of LPS Grant
- Grant Terms
- Measures, Targets and Standards
- Deliverables and Milestones
- Quarterly Performance
- Funding Information
- Reporting Requirements
- Content and Form of Application
- Objectives and Activities Narrative
- Evaluation Design Narrative
- Review Criteria
- Questions



Program Overview

- Eligible applicants include colleges and universities with agricultural programs of study, ROEs, ISCs, and nonprofit organizations.
- Requires prequalification through GATA
- Successful applicant will complete FY23 ICQ
- Applicants must be
 - Registered with SAM before submitting
 - Provide a valid DUNS number in application
 - Always maintain active SAM registration



Program Overview

- Grant applications considered through merit-based review and selection process
- Grant renewable for up to two subsequent years
- Proposals under 70 points will not be funded
- Initial grant period: July 1, 2022, through June 30, 2023
- Proposals due no later than February 15, 2022
- Any changes to NOFO/RFP will be made by ISBE no later than January 15, 2022
- All questions submitted to ISBE will be answered and maintained on a publicly-accessible FAQ document on the ISBE AFNR website
- Applications submitted through the ISBE Attachment Manager at <https://sec1.isbe.net/attachmgr/default.aspx>. Choose **Staci Hardin** from the drop-down menu in Receiver Information. Submit the application using the button at the bottom of the page.



General Information

- ISBE directed by legislation to establish a State program for agricultural education
 - See 105 ILCS 5/2.3.80
- FCAE project established to award one or more grants to facilitate and coordinate agricultural education programs in Illinois
- This FCAE grant, called **Local Program Support (LPS)** will provide field staff support, on-site assistance, professional learning, and conduct statewide data collection for SBAE.

Program Description

- Successful applicant will:
 - Attend/facilitate Ag Ed related meetings
 - Train teachers on current topics in SBAE
 - Inform audiences about careers in SBAE
 - Conduct on-site program improvement visits
 - Assist programs with expansion/development
 - Steward professional relationships at the local level with school leaders, administrators, counselors, etc.
 - Coordinate consumer outreach and agricultural literacy initiatives through various venues
 - Collect annual data surveys at all levels of Ag Ed
 - Operate and maintain Agricultural Education website



Objectives of LPS

- The LPS grant has the following goals:
 1. Implementation of professional field staff
 - At least 5 Program Advisors, 1 Director, and 1 Admin Staff
 2. Coordinate agricultural consumer outreach initiatives
 3. Coordinate a statewide system of PD specific to SBAE
 4. Implement on-site technical assistance for SBAE
 5. Coordinate resources, data, and information; to include maintenance of Ag Ed website
 6. Coordinate efforts among AFNR industry and SBAE
 7. Coordinate recruitment/retention of Ag Educators
 8. Coordinate statewide contracts relating to the above components outlined in this specific RFP

Grant Terms

1. Subcontracting requires prior written approval of the State Superintendent of Education
2. Reporting includes mid-term and final narrative report, biannual GATA reports, quarterly expenditure reports, and reports at regularly scheduled ICAE and ILCAE meetings
3. Funds cannot supplant state or federal funds that would otherwise be used for authorized activities
4. Grantee must designate project director, who will coordinate all activities and meet monthly with ISBE Staff in Dept. of CTE & Innovation

Grant Terms

5. Attendance at ILCAE and ICAE meetings required
6. Out-of-state travel requires approval by ISBE at least 30 days in advance of first day of travel
7. Application must specify ICR, provided that in no case shall the ICR exceed 8%
8. Staff changes for District Program Advisors may only be made contingent upon an initial six-month program evaluation. Program Advisors may not be changed until after initial six-month performance evaluation is completed.
9. Grantee must maintain TRS eligibility for project staff, either independently or through partnership identified in the submitted proposal.

Measures, Targets, and Standards

- LPS project evaluated through performance measures. Each measure has a performance target and performance standard.
- Targets will be used **as a goal** to measure the overall effectiveness of the project.
- Standards represent the **minimum required** accomplishment for project continuation.

Measures, Targets, and Standards

Performance Measure	Target	Stand.
PM1. Number of program advisors in each of the five districts of the Illinois Association of Vocational Agriculture Teachers	5/1/1	5/1/1
PM2. Designation of program advisors for the following specialist roles: special populations, grants and accountability, professional learning, and teacher recruitment and retention	1 per role	1 per role
PM3. Percentage of Illinois counties reached each year from agricultural literacy and consumer education resources	70%	50%
PM4. Number of consumer outreach activities conducted each year including those in business/education community	50	20

Measures, Targets, and Standards

Performance Measure	Target	Stand.
PM5. Hours of PD opportunities specific to SBAE made reasonably available and accessible to agricultural education teachers in Illinois in a periodic and ongoing basis	25	10
PM6. Percentage of SBAE teachers engaged in professional development opportunities specific to agricultural education each year on a periodic and ongoing basis	70%	40%
PM7. Frequency of review of the Illinois Agricultural Education website found at www.ilaged.org	weekly	weekly
PM8. Number of unique AFNR employers engaged in SBAE statewide programs and/or advisory roles	50	25



Measures, Targets, and Standards

Performance Measure	Target	Stand.
PM9. Percentage of SBAE openings are filled by qualified agricultural education teacher candidates as defined by the current requirements for licensure from ISBE	95%	75%
PM10. Rate of change of agricultural education programs and teachers over a 5-year average	Increase	Does not decrease
PM11. Percentage of SBAE teachers in Illinois have been personally engaged in an on-site technical assistance visit from an FCAE Program Advisor	75%	50%
PM12. Percentage of early career SBAE teachers in Illinois have been personally engaged in an on-site technical assistance visit from an FCAE Program Advisor	95%	75%

Deliverables and Milestones

- The following are required annually:
 - Mid-year report that includes updated information on all performance measures
 - Final narrative report indicating the program impact and achievement of performance measures
 - Document and keep on file all products and evidence of completed activities, partners, documents, publications or other educational tools develop, time and data summary reports, and expenditures
 - Attend and report at all regularly scheduled meeting of ICAE and ILCAE to include updated information on all grant performance measures

Quarterly Performance

- Each quarter of the fiscal year, the successful applicant of this program *should* demonstrate the following performance levels:
 - **PM1 & 2.** Maintenance of designated staffing to include assigned specialist roles
 - **PM3.** At least 20 IL counties reached each quarter from agricultural literacy resources, lessons, etc.
 - **PM4.** At least 5 agricultural consumer education outreach activities each quarter
 - **PM5.** At least 5 hours of PD opportunities specific to SBAE made available to teachers



Quarterly Performance

- **PM6.** No less than 25% of Illinois SBAE teachers are engaged in PD specific to AFNR each quarter
- **PM7.** At least weekly review of IL Ag Ed website
- **PM8.** No less than 10 unique employers engaged in statewide agricultural education programs
- **PM11.** At least 25% of SBAE teachers personally engaged in on-site technical assistance visits
- **PM12.** At least 30% of early career SBAE teachers personally engaged in on-site technical assistance visits from FCAE Program Advisors

Note that **PM9 and PM10** are assessed annually as a component of final narrative report on grant impact.



Funding Information

- Funding awarded dependent on total appropriation for the project
- One Local Program Support grant expected to be awarded for the purposes outlined in this RFP for a total of **\$1,024,500**.
- Indirect costs may **not exceed 8%** as described in Section 75.440 in Part 75 Administrative Rules for Agricultural Education

Reporting Requirements

- One mid-year progress report is due on or before January 31 each fiscal year
- Final end-of-year progress report is due before the approval of subsequent year's budget application
- Attendance and progress report at scheduled meetings for both ICAE and ILCAE
- Attendance and coordination of at least monthly Illinois Agricultural Education state staff meetings, to include representation from all FCAE grant projects, the Illinois FFA Center, and ISBE

Content and Form of Application

- Each application must be submitted in the format outlined in the RFP to be considered complete. A complete application will include:
 - Uniform Application (Attachment 1)
 - Proposal Abstract (Attachment 2a)
 - Program Narrative (Attachment 2b)
 - Objectives and Activities (Attachment 3)
 - Evaluation Design (Attachment 4)
 - Budget Summary & Payment Schedule (Attachment 5a)
 - Budget Breakdown (Attachment 5b)
- All application attachments have required components outlined in the NOFO/RFP.



Objective and Activities Narrative

- Purpose: describe the activities proposed as they align with the established goals for this specific FCAE grant project.
- Form should be organized using the following goals:
 - Goal 1. Implement structure of qualified staff
 - Goal 2. Coordinate agricultural consumer outreach initiatives
 - Goal 3. Coordinate professional development specific to SBAE
 - Goal 4. Implement on-site technical assistance
 - Goal 5. Collect and disseminate data relating to SBAE programs
 - Goal 6. Coordinate efforts between the industry and teachers
 - Goal 7. Recruit students into agricultural careers

Evaluation Design Narrative

- Purpose: outline and describe an annual, third-party evaluation of the project to measure the effectiveness of the project on an ongoing basis.
- Third-party must be experienced with the needs of local agricultural education programs
- Minimum required components outlined in RFP include but are not limited to:
 - Evaluation strategies to be used
 - Plan for continuous improvement aligned to performance measures
 - Plan for teachers to provide both feedback to all project staff
 - Process for external evaluation of partners and subcontractors
 - Process for feedback from students, teachers, and administrators

Review Criteria

- Selection of grantee will be based upon the overall quality of the application as determined through at least three independent reviewers
- Scoring is based on the following criteria:
 - **Need (15 points)**
 - **Capacity (10 points)**
 - **Quality (55 points)**
 - **Evaluation (20 points)**
- Criteria are defined in detail in the NOFO/RFP
- Proposals *under 70 points* will not be funded.
- Up to five **priority bonus points** will be awarded to proposals that include a plan for the identification and recruitment of *new* industry partners for the betterment of agricultural education statewide programs.
- **Tiebreaker** will be the best plan for the identification and recruitment of non-traditional SBAE teacher candidates.



Remaining Questions



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