



TO: Schools Starting New Agricultural Education Programs in Illinois
FROM: Andrew Klein, Principal Consultant for Agricultural Education
DATE: August 16, 2023
SUBJECT: Memorandum of Understanding – Incentive Funding Grant for Middle School Agricultural Education

Congratulations on your decision to implement an approved middle school agricultural education program. The Incentive Funding Grant (IFG) for Agricultural Education is available to all eligible middle schools offering an agriculture program in SFY23; \$5,000 is made available over a two-year period. After the second year of the program, the incentive funding allocation is calculated based on the number of quality indicators earned on the Incentive Funding Grant (IFG) application. The award of the IFG and total dollar amount is contingent on the availability of state funds. There are requirements to be met each year for eligibility to continue.

Eligibility Requirements to Receive the Grant in Any Year

In order to be eligible to receive the \$5,000 grant, the following must be met:

- The agriculture teacher/FFA Advisor is licensed in Agriculture Education; and
- At least 25% of a local full time equivalent working day and/or teaching load are comprised of middle school agricultural education courses.
- Course(s) in Agricultural Education are offered at the middle school/junior high level for a minimum of one quarter for more than one class period/section.
- Charter or maintain an official FFA Chapter affiliated with the Illinois Association FFA and submit an FFA roster prior to the deadline set forth by the Illinois Association FFA OR be affiliated with an FFA Chapter in the high school that the middle school feeds into.
- Coursework must provide all students with agricultural career exploration opportunities (foundational SAEs).
- Articulated with secondary CTE programs of study.

Requirements in Year 1

To be eligible to receive the \$2,500 grant in Year 1, the following must be met:

- Charter an official FFA chapter affiliated with the Illinois Association FFA and submit an FFA roster prior to the deadline OR be affiliated with an FFA Chapter in the same school district.
- The FFA Chapter participates in at least one Career Development Event (CDEs) and/or Leadership Development Events (LDEs) (See Attachment A).
- An IFG application must be completed prior to June 30th
- While it is not a requirement, it is strongly recommended to develop a plan detailing how the district will reach at least 50% of the total X available on the application during year 2.

Requirements in Year 2

To be eligible to receive the \$2,500 grant in Year 2, the following must be met:

- The FFA chapter participates in at least two CDEs and/or LDEs (See Attachment A).
- An IFG application must be completed prior to June 30th, with at least 50% of the total X available earned.

I affirm that I have read and understand the requirements which must be met to receive the start-up funds for the Incentive Funding Grant. In addition, I affirm that we will meet the goals outlined in the three-year course offering plan. If any of the requirements are not satisfactorily met, we understand we will be ineligible for the grant and items purchased with previously allocated grant funds will be relocated to other agriculture departments within the EFE System.

District/School Name

_____ School Board President	_____ Date
_____ District Superintendent	_____ Date
_____ Principal	_____ Date
_____ Agriculture Teacher	_____ Date
_____ EFE System Director	_____ Date
_____ FCAE Program Advisor	_____ Date