

**TO:** Schools Starting New Agricultural Education Programs in Illinois.

**FROM:** Jason Mott, Principal Consultant for Agricultural Education

**DATE:** Sept. 19, 2025

**SUBJECT:** Memorandum of Understanding – Incentive Funding Grant for Agricultural Education

Congratulations on your decision to implement an approved agricultural education program. The Incentive Funding Grant (IFG) for agricultural education is available to all eligible secondary schools offering a new agriculture program; \$10,000 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 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 a Grant**

**To be eligible annually to receive a grant, the following must be met:**

- The agriculture teacher/FFA Advisor is licensed in agriculture education.
- An instructional program sequence is agreed upon in consultation with the Education for Employment (EFE) System for your area.
- The school must charter or maintain an official FFA chapter affiliated with the Illinois Association FFA and submit an FFA roster before the deadline set forth by the Illinois Association FFA.
- Students develop Supervised Agricultural Experience (SAE) programs, including record books as part of their coursework.
- An IFG application must be completed prior to June 30 annually after Year 1.

### **Requirements Specific to Year 1**

**To be eligible to receive a \$5,000 grant in Year 1, the following must be met:**

- The district submits a three-year course offering plan (one-time, initial requirement) that outlines each school year's offerings with all courses offered in any given year equaling a minimum of two credits.
- The FFA chapter participates in at least five Career Development Events (CDEs) and/or Leadership Development Events (LDEs). (See Attachment A.)
- It is not a requirement, but it is strongly recommended to develop a plan detailing how the district will reach at least 50% of the total X's available on the application during Year 2.

### **Requirements Specific to Year 2**

**To be eligible to receive a \$5,000 grant in Year 2, the following must be met:**

- At least 25% of the agriculture program’s students maintain an SAE record book.
- The FFA chapter participates in at least five CDEs and/or LDEs. (See Attachment A.)
- An IFG application must be completed prior to June 30, with at least 50% of the total quality indicator points available earned.

I affirm that I have read and understand the requirements that 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. 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