



Illinois State Board of Education

Dr. Tony Sanders, State Superintendent of Education
Dr. Steven Isoye, Chair of the Board

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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 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 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
- An instructional program sequence that has been agreed upon in consultation with the Education for Employment (EFE) regional delivery system for your area.
- Submission of a 3-year course offering plan (one-time, initial requirement) that outlines offering each school year with all courses offered in any given year equaling a minimum of two credits. An approved sequence of courses being in place is an annual requirement.
- 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.
- Students develop Supervised Agricultural Experience (SAE) programs including record books as part of their coursework.

Requirements in Year 1

To be eligible to receive the \$5,000 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.
- Students develop SAE programs including financial record books as part of their coursework.
- The FFA Chapter participates in at least five Career Development Events (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 \$5,000 grant in Year 2, the following must be met:

- At least 25% of the agriculture program’s students have 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 30th, with at least 50% of the total quality indicator points available earned.

I affirm that I have read and understand the requirements which must be met in order 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