


Illinois State Board of Education

THREE CIRCLE (FFA & SAE) GRANT INFORMATION & INITIAL APPLICATION



WELCOME TO THE WEBINAR

Whole Child • Whole School • Whole Community 1

Illinois State Board of Education

GRANT INFORMATION

FY18 THREE CIRCLE (FFA & SAE) GRANT


Whole Child • Whole School • Whole Community 2

Illinois State Board of Education

BACKGROUND INFORMATION

- [SB2975](#) added [105 ILCS 5/2-3.80b](#) to address an Ag Ed teacher grant program which is: **Three Circle (FFA & SAE) Grant**.
- **Purpose:** Partner with public school districts in financially supporting the personal services costs of extended time outside a teacher's regularly scheduled teaching duties for the benefit of Ag Ed through a formula grant & in order to expand and improve the ability to carry out activities based on the three circle model for agricultural education .

Whole Child • Whole School • Whole Community 3


 Illinois State Board of Education

GRANT INFORMATION

- **Eligibility:** Illinois school districts and area vocational centers that employ full-time middle or secondary school teachers in an approved agricultural education program.

- All Agricultural Education teachers in a district that meet eligibility requirements can apply as part of their district's application.
- Districts are encouraged to identify a point person to work on the grant & requirements.


Whole Child • Whole School • Whole Community 4

 Illinois State Board of Education

GRANT DEFINITIONS

- Full-time – Ag Ed teacher with at least a 9 month contract (180 days) based on 8 hour day.
- Personal Services Cost - cost (salary and benefits) of a teacher providing 60 additional days, which shall mean 400 additional hours.
- The applicable hours to be counted in the grant need to relate to one of the three circles in the Ag Ed model with the focus being on the first two:
 - FFA
 - SAE (WBL)
 - Curricular-related


Whole Child • Whole School • Whole Community 5

 Illinois State Board of Education

GRANT DEFINITIONS

- **FFA** - activities that related to the intra-curricular nature of the career and technical student organization and focus on premiere leadership, personal growth and/or career success. Examples include:
 - leadership training or events
 - community service or education activities
 - career development event preparation or competitions
 - chapter program management
 - program/chapter recruitment and marketing activities
 - alumni meetings and professional events
 - program fundraising events
 - public events related to agricultural education
- The minimum level of activity for this component is 17 days or 136 hours.


Whole Child • Whole School • Whole Community 6

 Illinois State Board of Education

GRANT DEFINITIONS

- **SAE** - activities that are work based learning activities where there is interaction between the teacher, student, and/or employer or industry representative who provides experience related to an agricultural career interest. Examples include:
 - SAE visits
 - degree/award preparation
 - record book instruction, training or assistance.
 - school based enterprise
 - job shadow
- The minimum level of activity for this component is 17 days or 136 hours.


Whole Child • Whole School • Whole Community 7

 Illinois State Board of Education

GRANT DEFINITIONS

- **Curricular** - activities that are connected to the classroom instruction outside of the regularly scheduled teaching duties to the benefit of agricultural education. Examples include:
 - professional organization conferences
 - curriculum development or improvement
 - classroom and laboratory facilities maintenance
 - professional development
- The maximum level of activity for this component is 16 days or 128 hours.


Whole Child • Whole School • Whole Community 8

 Illinois State Board of Education

APPLICATION PROCESS

- Work with the appropriate district administration to complete the following application process.
 - Initial Application (via ISBE survey link)
 - Budget Application (via IWAS)


Whole Child • Whole School • Whole Community 9

 Illinois State Board of Education

INITIAL APPLICATION

- Includes all information needed to complete the allocations and satisfy requirements.
 - District and names of participating teachers
 - Current year base salary & benefits paid by district
 - Anticipated hours & relationship of activities to regular duties
 - Anticipated number of individuals impacted
 - District participation in the event of a pro-ration (not anticipated in FY18)
- The information submitted will be emailed to the appropriate district contact(s).


Whole Child • Whole School • Whole Community 10

 Illinois State Board of Education

BUDGET APPLICATION

- Applicant Information
- Performance Report
- Amendments
- Budget Pages
- Program Risk Assessment
- GATA Pages
- Assurances
- Submit


Whole Child • Whole School • Whole Community 11

 Illinois State Board of Education

BUDGET APPLICATION

- Funding is subject to appropriation and satisfactory progress of the school district in the previous year. Districts shall hold the teacher harmless in honoring the original agreement/contract should the grant become no longer available.
- All eligible applicants receive funding in current year.
- Payment is only for 60 days defined as 400 hours (no more/no less). Eight hours equals one day.


Whole Child • Whole School • Whole Community 12

 Illinois State Board of Education

BUDGET APPLICATION - ALLOCATION

- District allocations based on daily rate of base salary (& benefits); only for extended time.
 - Current base salary (+benefits)/180 days= daily rate
 - Daily rate x 60 days = dollar value for extended time(Note: This would include benefits the district pays on behalf of the employee such as TRS or THIS as applicable.)
- District Cost Partnership (in dollar value for extended time above)
 - Programs in 1st or 2nd year – grant covers 100%
 - Programs in 3rd or 4th year – grant 80%/district 20%
 - Programs in year 5+ - grant 50%/district 50%


Whole Child • Whole School • Whole Community 13

 Illinois State Board of Education

GRANT REPORTING REQUIREMENTS & PARAMETERS

- Each teacher must complete 400 hours of approved activity based on three circle model.
- Only hours when the teacher is representing the program/chapter or supervising students shall be counted and must relate to agricultural education.
- No hours related to activities of a personal nature are permitted.


Whole Child • Whole School • Whole Community 14

 Illinois State Board of Education

GRANT REPORTING REQUIREMENTS & PARAMETERS

- Hours of activity must be documented by each teacher. The recommended method to document hours is AETracker available to all Ag Ed teachers. The report must include:
 - District/school and teacher name
 - Date and time of activity
 - Number of hours
 - Description of approved activity & relation to the model
 - Number of individuals impacted


Whole Child • Whole School • Whole Community 15

 Illinois State Board of Education

GRANT REPORTING REQUIREMENTS & PARAMETERS

- More than 400 hours may be documented, but only paid for 400 hours.
- Failure to obtain, document, and report the 400 hours (or other requirements) will result in the offending party ineligibility (district and/or teacher).
- The grant is with the district who will be responsible for paying the teacher(s) according to local policy. The district provides documentation of the payments to the teacher(s).


Whole Child • Whole School • Whole Community 16

 Illinois State Board of Education

GRANT REPORTING REQUIREMENTS & PARAMETERS

- The same ISBE grant reporting requirements for district administrators (business office) would apply to this grant similar to other state grants.
 - Quarterly electronic expenditure reports
 - Applicable GATA reports


Whole Child • Whole School • Whole Community 17

 Illinois State Board of Education

COMPLETING THE INITIAL APPLICATION

FY18 THREE CIRCLE (FFA & SAE) GRANT

Whole Child • Whole School • Whole Community 18

 **Illinois State Board of Education**

COMPLETING THE INITIAL APPLICATION

- A link will be released to access the application. There is a **30 day window to complete and submit the initial application.**

HOME ADMINISTRATORS TEACHERS FAMILIES & STUDENTS COMMUNITY & PARTNERS NEWS & MEDIA TOPICS


Home » College and Career Readiness » Career Technical Education » Three Circles (FFA and SAE) Initial Application

COLLEGE AND CAREER READINESS Career Technical Education

Three Circles (FFA and SAE) Initial Application

COLLEGE & CAREER THREE CIRCLES (FFA AND SAE) INITIAL APPLICATION

Please work with the appropriate district administrator to complete this application. Eligible applicants that meet the grant parameters and interests receive a grant allocation should complete the application form within 30 days of the release date to demonstrate your interest. Provide all requested information in directions can be experienced appropriately. Assistance provide all requested information for the current school year for allocations can be determined appropriately.



QUESTIONS

1. Insert the name of the district assigned grant contact person completing this initial application form indicating the district's intent to apply for this grant. *Please insert both the name and last name.*

2. Enter the email address of the district's grant contact person named above. *Use grantsct@isdvide.com*

3. Identify the best choice that relates to your employed position with the district.

Superintendent Principal Business/Grant Manager Agricultural Education Teacher Other


4. Are you a Public School or an ACCAVOC?

SUBMIT

I verify that I have worked with the appropriate district administration and have reviewed the application for accuracy. I understand that once I click the Submit button, I will not be able to change my administration.

Whole Child • Whole School • Whole Community

19

 **Illinois State Board of Education**

COMPLETING THE INITIAL APPLICATION

- The response boxes outlined in red must be completed.
- Indicate who is completing, position, and contact information.
- Indicate the eligible entity (public district or AVC/ACC)

HOME ADMINISTRATORS TEACHERS FAMILIES & STUDENTS COMMUNITY & PARTNERS NEWS & MEDIA TOPICS

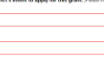
Home » College and Career Readiness » Career Technical Education » Three Circles (FFA and SAE) Initial Application

COLLEGE AND CAREER READINESS Career Technical Education

Three Circles (FFA and SAE) Initial Application

COLLEGE & CAREER THREE CIRCLES (FFA AND SAE) INITIAL APPLICATION

Please work with the appropriate district administrator to complete this application. Eligible applicants that meet the grant parameters and interests receive a grant allocation should complete the application form within 30 days of the release date to demonstrate your interest. Provide all requested information in directions can be experienced appropriately. Assistance provide all requested information for the current school year for allocations can be determined appropriately.



QUESTIONS

1. Insert the name of the district assigned grant contact person completing this initial application form indicating the district's intent to apply for this grant. *Please insert both the name and last name.*

2. Enter the email address of the district's grant contact person named above. *Use grantsct@isdvide.com*

3. Identify the best choice that relates to your employed position with the district.

Superintendent Principal Business/Grant Manager Agricultural Education Teacher Other


4. Are you a Public School or an ACCAVOC?

SUBMIT

I verify that I have worked with the appropriate district administration and have reviewed the application for accuracy. I understand that once I click the Submit button, I will not be able to change my administration.

Whole Child • Whole School • Whole Community

20

 **Illinois State Board of Education**

COMPLETING THE INITIAL APPLICATION

- Type in the RCDT code or name of the district.
(Note: This uses an auto-fill function so be patient for numbers/names to appear.)

HOME ADMINISTRATORS TEACHERS FAMILIES & STUDENTS COMMUNITY & PARTNERS NEWS & MEDIA TOPICS


Home » College and Career Readiness » Career Technical Education » Three Circles (FFA and SAE) Initial Application

COLLEGE AND CAREER READINESS Career Technical Education

Three Circles (FFA and SAE) Initial Application

COLLEGE & CAREER THREE CIRCLES (FFA AND SAE) INITIAL APPLICATION

Please work with the appropriate district administrator to complete this application. Eligible applicants that meet the grant parameters and interests receive a grant allocation should complete the application form within 30 days of the release date to demonstrate your interest. Provide all requested information in directions can be experienced appropriately. Assistance provide all requested information for the current school year for allocations can be determined appropriately.



QUESTIONS

1. Insert the name of the district assigned grant contact person completing this initial application form indicating the district's intent to apply for this grant. *Please insert both the name and last name.*

2. Enter the email address of the district's grant contact person named above. *Use grantsct@isdvide.com*

3. Identify the best choice that relates to your employed position with the district.

Superintendent Principal Business/Grant Manager Agricultural Education Teacher Other

4. Are you a Public School or an ACCAVOC?

5. Please enter the name of the school district. You can use either the District Name or the RCDT Code to find your district!

Whole Child • Whole School • Whole Community

21

Illinois State Board of Education

COMPLETING THE INITIAL APPLICATION

- Complete the questions regarding program length. If it applies, indicate the specific school for that program.
- Complete the question on district's participation if pro-rated.

4. Are you a **Public School** or an **ACCRIVCT**?

5. Please enter the name of the school **DISTRICT**. You can see either the District Name or the ACCTIV Code to find your district.

6. Are any of the agricultural education programs within this district in the first or second year of operation?

7. Are any of the agricultural education programs within this district in the third or fourth year of operation?

8. Does the district wish to continue its participation in the grant if the allocations are pro-rated?

Note: Pro-rated allocations will only be used if the district requests for funds exceeds the appropriation of funds for this grant.

9. Please enter information for each agricultural education teacher that will be participating in the FY18 Three Circles (FTA 8-54E) Grant. To add a new teacher, click on the "Add New Teacher" button. To change information associated with a teacher, make the appropriate changes and click "Update Teacher". To remove a teacher, click "Remove Teacher". When you have entered all teachers, click the "Submit" button at the bottom of the page.

[Add New Teacher](#)

- Add a district teacher.

Whole Child • Whole School • Whole Community 22

Illinois State Board of Education

COMPLETING THE INITIAL APPLICATION

- Indicate the teacher's name
- Indicate if this teacher is full-time
- Indicate the current year base salary number for this teacher.
(Note: Base salary should be report as it will be in Employee Information System.)

[Add New Teacher](#)

Agricultural Teacher First Name:

Agricultural Teacher Last Name:

Full-Time Ag Ed Teacher (1 FTE)?

Base Salary: *Note: Insert the teacher's current year base salary number for the nearest whole number as will be documented in the ISEE Employment Information System (EIS).*

Whole Child • Whole School • Whole Community 23

Illinois State Board of Education

COMPLETING THE INITIAL APPLICATION

- Indicate if the district pays TRS on behalf of the employee and percentage (as applicable).
- Indicate if the district pays THIS on behalf of the employee and percentage (as applicable).

Does the district pay TRS benefits on behalf of the teachers that will be paid through this grant?

Indicate the specific percentage the district pays on behalf of the teacher. *Note: The employee portion of TRS is 10%. Enter a number between 0 and 1 that best represents the percentage the district pays on behalf of the employee.*

Does the district pay THIS benefits on behalf of the teachers that will be paid through this grant?

Indicate the specific percentage the district pays on behalf of the teacher. *Note: The employee portion of THIS is 3.25%. Enter a number between 0 and 1 that best represents the percentage the district pays on behalf of the employee.*

Whole Child • Whole School • Whole Community 24

Illinois State Board of Education

COMPLETING THE INITIAL APPLICATION

- Indicate the anticipated number of hours. (400+)
- Indicate the areas related to regular duties to be addressed.
- Indicate the anticipated number of individuals impacted.
- Save teacher information.

Whole Child • Whole School • Whole Community 25

Illinois State Board of Education

COMPLETING THE INITIAL APPLICATION

- A summary of the information saved will appear which can be updated or removed. An additional teacher can be added.

Whole Child • Whole School • Whole Community 26

Illinois State Board of Education

COMPLETING THE INITIAL APPLICATION

- Once the information for all teachers wishing to apply in the district has been completed and saved, read the verification statement and check the box once it has been met.
- Click 'Submit' the Three Circle (FFA & SAE) Initial Application. **Once submitted, no changes can be made.**
- The district superintendent and person completing the application will receive an email of the application information.

Whole Child • Whole School • Whole Community 27


 Illinois State Board of Education

OTHER RESOURCES

- Webinar posted on ISBE website
- IAVAT FAQ
- Worksheet example
- AET www.theaet.com
- Questions: Program contact, Harley Hepner
hhepner@isbe.net or 217-524-4832

Watch for another webinar to be held when the budget application availability is approaching.

Whole Child • Whole School • Whole Community 28

 Illinois State Board of Education

THE END

Thank you for joining this webinar!

Whole Child • Whole School • Whole Community 29
