

## MEMORANDUM

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**To:** Presidents and Chancellors  
Texas General Academic Teaching Institutions and University Systems

**c:** Chief Academic Officers, Liaisons, College of Education Deans  
Texas General Academic Teaching Institutions

**From:** Harrison Keller, Ph.D.  
Commissioner of Higher Education

**Date:** June 10, 2022

**Subject:** Educator Preparation Planning Grant Opportunity

As part of the Governor's Emergency Education Relief (GEER) fund, the Texas Higher Education Coordinating Board (THECB) is pleased to announce a new planning grant opportunity to support institutions of higher education to develop innovative solutions to address critical teacher shortages exacerbated by the COVID-19 pandemic.

The THECB will award grants of up to \$50,000 to eligible general academic teaching institutions and university systems to support planning grants for colleges of education to enhance or develop rigorous and innovative teacher credentialing programs aimed at increasing the number of certified teachers in Texas and strengthening the educator training pipeline. The developed plan will be submitted to THECB upon completion as the deliverable for this grant project.

General academic teaching institutions and university systems interested in applying for this planning grant are encouraged to focus on the establishment or enhancement of:

- Innovative program recruitment, retention, and degree completion strategies for educator preparation programs.
- Pathways for paraprofessionals, substitute teachers, and others with higher education or K-12 experience to complete teaching credentials.
- Post-baccalaureate certification programs, micro-credentials, competency-based education programs, or other innovative educator training programs.
- Innovative partnerships with public school districts, institutions of higher education, or other partners to increase the number and diversity of certified teachers; and
- Evaluation plans for new or existing programs and practices to assess efficacy and scalability of innovative approaches to strengthening the educator pipeline.

Eligible institutions that deliver a robust, completed plan at the end of this planning grant period will be given priority in future competitive grant opportunities administered by the THECB to address critical teacher shortages.

It is strongly recommended that planning projects include consultation with school districts and/or other higher education institutions including community colleges located in the locality or region of the receiving institution or university system.

### **Eligibility**

A direct award up to \$50,000 will be made to any eligible Texas general academic teaching institution or university system, as defined in Texas Education Code, Section 61.003 (3), (4), and (10), that meets the application requirements to receive a planning grant.

Two or more eligible entities may apply for funds together as part of a consortium project. An eligible institution or university system is limited to applying once as a single entity and once as a lead entity for a consortium for a maximum of two applications.

### **Allowable Uses**

In composing, operating, and reporting on the project budget, grantees must conform to federal Uniform Grant Guidance (UGG) and GEER requirements. Planning grant budgets can include:

- Personnel costs for staff, faculty and partners dedicated to the planning project, including time needed to prepare for the THECB approval process.
- Costs necessary for staff/faculty training central to the planning project.
- Costs associated with hiring external vendors and consultants for planning projects including but not limited to content and field experts, researchers, marketing firms, and program designers.
- Costs associated with meetings and convenings necessary and reasonable to the planning projects allowable under UGG; and
- Development or purchase of curricular resources and instructional design materials.

**Grant funds must be expended no later than September 30, 2022. Grantees must have their plans finalized no later than October 15, 2022.**

### **Application Process**

Eligible institutions and university systems must submit a letter of interest from the president or president's designee describing the planning project, project deliverables, and how the grant funds will be used to meet the project goals and deliverables.

A budget form indicating proposed expenditures not to exceed \$50,000, federal certifications and disclosure forms must also be provided. Templates for these are attached.

The application checklist is as follows:

- Letter of interest signed by the president or the president's designee.
- Proposed budget; and
- Required federal certification and disclosure requirements.

Please email the completed application packet to [edprep@highered.texas.gov](mailto:edprep@highered.texas.gov) with the subject line "Educator Preparation Program Planning Grant" by **Monday, June 27, 2022**. For more information, or if you have any questions, please email Matt Parson at [edprep@highered.texas.gov](mailto:edprep@highered.texas.gov).