



**2023-2024 New Career and Technical Education State Student Organizations
Informal Discretionary Competition (IDC) Due 11:59 p.m. CT, February 12, 2024**

Authorizing legislation **Strengthening Career and Technical Education for the 21st Century Act (PL 115-224)**

This IDC application must be submitted via email to competitivegrants@tea.texas.gov.

The IDC application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, February 12, 2024**.

Grant period from **March 18, 2024-August 31, 2024**

Pre-award costs permitted from **Not Permitted**

Application stamp-in date and time

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)

See the Program Guidelines for for additional attachment information.

Amendment Number

Applicant Information

Shared Services Arrangements

Shared services arrangements (SSAs) are NOT permitted for this grant.

Statutory/Program Assurances

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this IDC will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2023-2024 New Career and Technical Education State Student Organizations Grant Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2023-2024 New Career and Technical Education State Student Organizations Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 5. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.
- 6. The applicant provides assurance to adopt and adhere to TEA CTSO oversight policy. (See [https://www.tea.texas.gov/Portals/0/About%20TEA/About%20TEA%20-%20Documents/2023-2024%20New%20Career%20and%20Technical%20Education%20State%20Student%20Organizations%20Grant%20Program%20Guidelines.pdf](#) posted with this RFA)
- 7. The applicant provides assurance to Agree to abide by existing TEA CTSO grant guidelines, requirements, and performance measures, including non-profit (501 c3) status.
- 8. The applicant provides assurance to agree to not duplicate any of the nine existing state CTSOs or their services.
- 9. The applicant provides assurance to accept Perkins funding up to \$27,077.



The overall mission and specific needs of Beyond Careers is to embed our Volunteer Income Tax Assistance (VITA) free tax preparation program into more high schools in Texas. The program will address the mission and needs by continuing to build relationships with current schools we partner with and to expand the program to other school districts and schools throughout the State of Texas.

Beyond Careers Virtual Volunteer Income Tax Assistance (VITA) in partnership with the Internal Revenue Service- Stakeholder Partnerships, Education and Communication (IRS-SPEC) provides free tax preparation to taxpayers in the low-to-moderate income bracket get their tax returns prepared at no cost and refunds they are eligible for and savings in tax preparation fees will go toward building wealth for those taxpayers.

Beyond Careers Virtual VITA and its VITA Club has participation by students and teachers in activities of Career and Technical Student Organizations (CTSO) – DECA supported by Texas Education Agency (TEA) and the State Board of Education. VITA has recently been added to the approved curriculum of the TEA. Beyond Careers Virtual VITA is embedded in CTSO-DECA- at Northside High School and integrates our new VITA Clubs programs that develop student leadership, personal growth, and career success through a well-rounded practical approach to learning. VITA does integrate career and technical education, Texas Essential Knowledge and Skills, and CTSO

Program Manager, Develop and implementation of the program, technical training, building p0.u50a6hips.

Masters Degree. Administrator of Beyond Careers VITA for 14 years. An IRS-Certified tax preparer and quality reviewer. Conduct technical training necessary for volunteers to become IRS-Certified.

Administrative Assistant, work with Program Manager and Project Coordinator to facilitate program.

Help coordinate program between Beyond Careers and volunteers, for 14 years. Assist with marketing/advertising, preparation of reports, other duties as assigned.

Instructional/Project Coordinator. Work with Program Manager on implementation of program.

Continuous training for student teams, guidance and assistance with the tax preparation process, quality reviews, and mentoring of students.

The major goals/objective of the proposed program is the implement Beyond Careers Virtual VITA program at high schools and have a VITA Club for each school. We are partnering with the Northside High School teacher in the DECA program to embed Beyond Careers Virtual VITA into their curriculum for the VITA Club. DECA is recognized as a CTSO. Because VITA is now on the Texas Education Agency (TEA) approved curriculum list, the school will be able to use the program for its Accountability Rating, the students gain an Industry Based Certificate, technical training to become IRS-Certified, and the taxpayers in the community are able to get free tax preparation services. Even though ECHS does not have the structure for the VITA program approved by TEA, they do provide Beyond Careers regular Virtual VITA program at their schools and in the community. The ECHS have three years of experience and can provide peer-to-peer mentoring to the students at Northside VITA Club. In 2024, the ECHS VITA Club developed a 7-minute video on the VITA Intake process to provide to the students in the Northside VITA Club.

To expand our efforts, Beyond Careers has contacted multiple organizations in the community to collaborate on providing the IRS-SPEC VITA program for the upcoming tax season. We are continuing to build partnerships at schools and organizations that work directly with that target population in the community. Through their community service, the students can earn extra GPA points that normally comes with AP or dual credit courses. These students have completed their technical training to become IRS-Certified to continue with the ECHS VITA Club for the 2023 tax season. These students, along with their instructor, have recruited new students and are mentoring those students to become part of their ECHS VITA Club.

Performance measures identified for this program which are related to student outcomes and are consistent with the purpose of the program are: (1) Federal income tax returns that are electronically filed and verified as “ Accepted ” by the IRS upon filing by Beyond Careers ’ administrator, (2) State income tax returns that are electronically filed and verified as “ Accepted ” by the specific state upon filing by Beyond Careers ’ administrator, total refunds, total EITC and other tax benefits. The total number of tax returns completed is multiplied by \$250 to determine the amount of savings in tax preparation fees.

CDN Vendor ID

Amendment #

Program Requirements, cont'd.

CDN Vendor ID



Program Requirements, cont'd.

6. Describe a plan for how you will support local chapter efforts to increase student engagement, increase memberships,

Program Requirements, cont'd.

8. Describe a plan for how you will support statewide efforts to increase student engagement, increase memberships, and increase inclusion of special populations CTE students.

Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section

Reason for Amendment