

**Application for Funding  
Agricultural Career Technical Education  
Incentive Grant Program Year 2025–2026**

**Project Duration: July 1, 2025, to June 30, 2026**

School Site:

District:

**Certification:**

I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

Signature of Authorized Agent

Authorized Agent Title

Signature of Agriculture Teacher  
Responsible for Program

Signature of Principal

Agriculture Teacher Summer Contact Cell Number:

Local Educational Agency (LEA) Board Approval Date:

**Printed Name of Agriculture Teachers for 2024–25:**

## PART A – Base Level Funding

In order to qualify for the Agriculture Education Incentive Grant an LEA must meet all the following criteria or provide a Variance approved by the Regional Supervisor for each criterion not met. All evidence must be included with the original application submitted to the Regional Supervisor.

**Note:** Stand-alone middle school programs will only be required to complete Part A.

1. Properly Credentialed Teachers:  
Log onto the [California Commission on Teacher Credentialing \(CTC\)](#) and provide printout of credentials or provide a copy of current credentials.  
(2025 - Required for teachers that were hired for 2024-25.)
2. Professional Development:  
Provide printout from teacher journal in Agriculture Experience Tracker (AET) verifying professional development activities. Each teacher (50% of their teaching load in agriculture) must have participated in eight approved professional development activities.  
(2025 - Required for all teachers employed during 2024-25 school year.)
3. Course Sequence:  
Provide documents/evidence of at least one three-year course sequence.  
(2025 - Nothing required unless the sequence has changed since last year.)
4. Grading of Future Farmers of America (FFA) and Supervised Agricultural Experience Participation (SAE):  
Provide a copy of course syllabus identifying grading of FFA and SAE.  
(2025 - Only required for **New** courses that were taught in 2024-25 or if changes have been made to your department policies.)
5. Alternative Credits:  
Submit description of at least one course meeting A-G, Dual Enrollment, Articulation, etc. (2025 - Nothing required unless there has been changes in 2024-25.)
6. Future Farmers of America Constitution and By-Laws:  
Provide a copy of the current Chapter Constitution and Bylaws with the election of officers highlighted. (2025 - Nothing required unless there has been changes in 2024-25.)
7. Future Farmers of America Meetings:  
Use meeting manager in AET or provide minutes for a minimum of six chapter meetings. (2025 - Required.)
8. Agriculture Advisory Committee:  
Provide meeting minutes for two Agriculture Advisory Committee meetings. (2025 - Required)

Checking all the required criteria as being met qualifies the LEA for Part A funding. Verification of meeting each criterion must be provided to the Regional Supervisor.

## **PART A – Base Level Funding (Continued)**

Qualified Program (\$4,500) to each site

Number of Agriculture Teachers teaching at least one approved agriculture course in 2024-25?

Teacher based funding (Number of teachers x \$500)

Number of Students as identified on the 2024-25 FFA Membership roster?

Student based funding (Number of students x \$10)

Class size funding A (number of teachers meeting level A in all classes – 31 in classroom/25 in shop classes)

Class size A funding (Number of teachers meeting level A class size x \$1,000)

Class size funding B (number of teachers meeting level B in all classes – 28 in classroom/22 in shop classes)

Class size B funding (Number of teachers meeting level B class size x \$2,000)

**Total Part A Funding:**

## **PART B – Additional Funding**

LEA's may qualify for additional funding based on their ability to meet specific classroom, leadership, and experiential learning (SAE) criteria. It is not necessary for a program to meet all criteria in each category to be eligible to receive additional funding. Verification of meeting criteria will be taken from entries in the AET. The AET report will be developed based on data as of June 30th. Funding in each section will be based on the number of points accumulated in that section. This report will be used to complete Part B and will be included as part of the application.

Based on the 2024-25 Agricultural Education Incentive Grant Report, and points accumulated, the LEA may qualify for base level funding through the classroom section, leadership section, and experiential learning (SAE) section.

An LEA shall qualify for Part B funding in each section if they meet the predetermined base level. Bonus funding is earned if a program exceeds the predetermined base level by twenty percent (20%). LEA's meeting the base level shall receive \$2,250 plus \$250 per qualified teacher. LEA's meeting the bonus level shall receive an additional \$2,250 plus an additional \$250 per qualified teacher.

**Note:** An LEA may qualify for Level A, Level B, or no funding in each section but shall not qualify for both funding levels in a section. Example: The LEA qualifies for Level A funding in the Classroom Section, Level B in the Leadership Section and no funding in the SAE section.

## **PART B – Additional Funding (Continued)**

### **Classroom Section**

Points Earned as Identified in the AET Report

Level A Funding:  $(\text{number of teachers} \times \$250) + \$2,250$

Level B Funding:  $(\text{number of teachers} \times \$500) + \$4,500$

### **Total Classroom Section Funding**

### **Leadership Section**

Points Earned as Identified in the AET Report

Level A Funding:  $(\text{number of teachers} \times \$250) + \$2,250$

Level B Funding:  $(\text{number of teachers} \times \$500) + \$4,500$

### **Total Leadership Section Funding**

### **Experiential Learning SAE Section**

Points Earned as Identified in the AET Report

Level A Funding:  $(\text{number of teachers} \times \$250) + \$2,250$

Level B Funding:  $(\text{number of teachers} \times \$500) + \$4,500$

### **Total Experiential Learning SAE Section**

### **Total Part B Funding:**

## **Part C – Program Funding**

LEAs may qualify for additional funding based on their ability to meet specific program criteria. To qualify for Program Funding, a program must show evidence of meeting all criteria identified. Evidence must be submitted at the time the original application is submitted to the Region Supervisor.

## **Part C – Program Funding (Continued)**

To qualify for Part C Program Funding, a site must show evidence of meeting the following. If any item is not met, the program is not eligible to apply for Part C funding.

Each teacher (50 percent of their teaching load in agriculture) must have participated in eight approved professional development activities.

Agenda and Minutes for three Agriculture Education Advisory Committee meetings.

Each teacher (50 percent of their teaching load in agriculture) must have an extended contract and/or a project supervision period. The project supervision period must be in addition to the provided prep period.

If a program has met the three required criteria, they are eligible for funding and must complete the following Sections.

### **Section A – Earn one point for each criterion met.**

Held an FFA Officer team retreat or other planning activity prior to the start of school and continued to hold meetings during the year to plan FFA activities.

In addition to the Agricultural Education Advisory Committee, the program has an Agriculture Boosters Club and/or an FFA Alumni Chapter.

Program hosted a Student Teacher.

**Total Points Section A:  
(3 Points Possible)**

**Section B – Earn points based on AET California Ag CTE Incentive Grant Application Report. Points Earned as Identified in the AET Report for D–Program:**

**Total Points Section B:  
(Section A + Section B Points)**

Section A Funding: (\$5,000)

Section B Funding: (\$7,500)

**Total Part C Funding:**

Part A Base Level Funding:

Part B Additional Funding:

Part C Program Funding:

**Grand Total Funding:**

**Budget Report  
Agricultural Career Technical Education  
Incentive Grant**

**Due Date:** Budget Report is due in Regional Supervisor's Office by October 15.

Program Year:

School Site:

District:

Electronic Signature of Person Preparing Report

Electronic Signature of Agriculture Teacher  
Responsible for Program

**Budget Category 4000: Books and Supplies**

Item	Budget (Column A)	Budget Match (Column B)
<b>Total 4000</b>		

**Budget Category 5000: Services and Operating Expenses, Travel, Conferences, Rentals, etc.\***

\*Each Line Item in Object Code 5000 must be matched.

Item	Budget (Column A)	Budget Match (Column B)
<b>Total 5000</b>		

**Budget Category 6000: Capital Outlay\***

\*Each Line Item in Object Code 6000 must be matched.

<b>Item</b>	<b>Budget (Column A)</b>	<b>Budget Match (Column B)</b>
<b>Total 6000</b>		

**Grand Totals:**

Posted by: California Department of Education - April 2025