

**U.S. Department of Education**  
Washington, D.C. 20202-5335



**APPLICATION FOR GRANTS  
UNDER THE**

**College Assistance Migrant Program (CAMP) CFDA Number 84.149A**

**CFDA # 84.149A**

**PR/Award # S149A160011**

**Grants.gov Tracking#: GRANT12112437**

OMB No. , Expiration Date:

Closing Date: Mar 07, 2016

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This application was generated using the PDF functionality. The PDF functionality automatically numbers the pages in this application. Some pages/sections of this application may contain 2 sets of page numbers, one set created by the applicant and the other set created by e-Application's PDF functionality. Page numbers created by the e-Application PDF functionality will be preceded by the letter e (for example, e1, e2, e3, etc.).

**Application for Federal Assistance SF-424**

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: <input type="text" value="03/04/2016"/>	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
--	---

**State Use Only:**

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="74-1761398"/>	* c. Organizational DUNS: <input type="text" value="0951000950000"/>
--	---

**d. Address:**

\* Street1:   
Street2:   
\* City:   
County/Parish:   
\* State:   
Province:   
\* Country:   
\* Zip / Postal Code:

**e. Organizational Unit:**

Department Name: <input type="text"/>	Division Name: <input type="text"/>
--	--

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

Title:

Organizational Affiliation:

\* Telephone Number:  Fax Number:

\* Email:

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

S: Hispanic-serving Institution

Type of Applicant 2: Select Applicant Type:

H: Public/State Controlled Institution of Higher Education

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Education

**11. Catalog of Federal Domestic Assistance Number:**

84.149

CFDA Title:

Migrant Education\_College Assistance Migrant Program

**\* 12. Funding Opportunity Number:**

ED-GRANTS-010716-001

\* Title:

Office of Elementary and Secondary Education (OESE): College Assistance Migrant Program (CAMP)  
CFDA Number 84.149A

**13. Competition Identification Number:**

84-149A2016-1

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

TAMIU CAMP 2016-2021

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="424,990.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="424,990.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:

Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<p>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Celeste Kidd</p>	<p>TITLE</p> <p>Provost and V.P. of Academic Affairs</p>
<p>APPLICANT ORGANIZATION</p> <p>Texas A&amp;M International University</p>	<p>DATE SUBMITTED</p> <p>03/04/2016</p>

Standard Form 424B (Rev. 7-97) Back

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB  
0348-0046

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: Not Applicable * Street 1: Not Applicable    Street 2: _____ * City: Not Applicable    State: _____    Zip: _____ Congressional District, if known: _____		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b>		
<b>6. * Federal Department/Agency:</b> Not Applicable	<b>7. * Federal Program Name/Description:</b> Migrant_Education_College_Assistance_Migrant_Program CFDA Number, if applicable: 84.149	
<b>8. Federal Action Number, if known:</b> _____	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix: _____ * First Name: Not Applicable    Middle Name: _____ * Last Name: Not Applicable    Suffix: _____ * Street 1: _____    Street 2: _____ * City: _____    State: _____    Zip: _____		
<b>b. Individual Performing Services</b> (including address if different from No. 10a) Prefix: _____ * First Name: Not Applicable    Middle Name: _____ * Last Name: Not Applicable    Suffix: _____ * Street 1: _____    Street 2: _____ * City: _____    State: _____    Zip: _____		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. <b>* Signature:</b> Celeste Kidd <b>* Name:</b> Prefix: _____ * First Name: Not Applicable    Middle Name: _____ * Last Name: Not Applicable    Suffix: _____ <b>Title:</b> _____ <b>Telephone No.:</b> _____ <b>Date:</b> 03/04/2016		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

PR/Award # S149A160011

## NOTICE TO ALL APPLICANTS

OMB Number: 1894-0005  
Expiration Date: 03/31/2017

The purpose of this enclosure is to inform you about a new provision in the Department of Education's General Education Provisions Act (GEPA) that applies to applicants for new grant awards under Department programs. This provision is Section 427 of GEPA, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P.L.) 103-382).

### To Whom Does This Provision Apply?

Section 427 of GEPA affects applicants for new grant awards under this program. **ALL APPLICANTS FOR NEW AWARDS MUST INCLUDE INFORMATION IN THEIR APPLICATIONS TO ADDRESS THIS NEW PROVISION IN ORDER TO RECEIVE FUNDING UNDER THIS PROGRAM.**

(If this program is a State-formula grant program, a State needs to provide this description only for projects or activities that it carries out with funds reserved for State-level uses. In addition, local school districts or other eligible applicants that apply to the State for funding need to provide this description in their applications to the State for funding. The State would be responsible for ensuring that the school district or other local entity has submitted a sufficient section 427 statement as described below.)

### What Does This Provision Require?

Section 427 requires each applicant for funds (other than an individual person) to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. Based on local circumstances, you should determine whether these or other barriers may prevent your students, teachers, etc. from such access or participation in, the Federally-funded project or activity. The description in your application of steps to be taken to overcome these barriers need not be lengthy; you may provide a clear and succinct description of how you plan to address those barriers that are applicable to your circumstances. In addition, the information may be provided in a single narrative, or, if appropriate, may

be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of civil rights statutes, but rather to ensure that, in designing their projects, applicants for Federal funds address equity concerns that may affect the ability of certain potential beneficiaries to fully participate in the project and to achieve to high standards. Consistent with program requirements and its approved application, an applicant may use the Federal funds awarded to it to eliminate barriers it identifies.

### What are Examples of How an Applicant Might Satisfy the Requirement of This Provision?

The following examples may help illustrate how an applicant may comply with Section 427.

(1) An applicant that proposes to carry out an adult literacy project serving, among others, adults with limited English proficiency, might describe in its application how it intends to distribute a brochure about the proposed project to such potential participants in their native language.

(2) An applicant that proposes to develop instructional materials for classroom use might describe how it will make the materials available on audio tape or in braille for students who are blind.

(3) An applicant that proposes to carry out a model science program for secondary students and is concerned that girls may be less likely than boys to enroll in the course, might indicate how it intends to conduct "outreach" efforts to girls, to encourage their enrollment.

(4) An applicant that proposes a project to increase school safety might describe the special efforts it will take to address concern of lesbian, gay, bisexual, and transgender students, and efforts to reach out to and involve the families of LGBT students.

We recognize that many applicants may already be implementing effective steps to ensure equity of access and participation in their grant programs, and we appreciate your cooperation in responding to the requirements of this provision.

### Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Public Law 103-382). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20210-4537 or email [ICDocketMgr@ed.gov](mailto:ICDocketMgr@ed.gov) and reference the OMB Control Number 1894-0005.

**Optional - You may attach 1 file to this page.**

GEPA.pdf

Add Attachment

Delete Attachment

View Attachment

## **GENERAL EDUCATION PROVISIONS ACT COMPLIANCE - GEPA**

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The proposed TAMIU College Assistance Migrant Program 2016-2021 (CAMP) will comply with Section 427 of the General Education Provisions Act (GEPA), part of the Improving America's School Act of 1994 (Pub. L.I03-382). CAMP has designed its activities in such way to ensure all program beneficiaries, students, and faculty are provided equal access and participation services, programs, and environments. Individuals of all genders, races, national origins, colors, and disabilities are encouraged to participate in CAMP. Texas A&M International University (TAMIU) firmly advocates the philosophy that all groups regardless of gender, race, national origin, color, disability, or age shall receive appropriate treatment.

TAMIU CAMP will adhere to GEPA requirements of reducing barriers to entry into the program as follows:

- **National Origin:** Most of the participants will be Hispanic due to the Project target area being in South Texas. Recruitment will be open to individuals from other nationalities that qualify to participate.
- **Gender:** The applicant will ensure equal access to the program regardless of gender.
- **Race, Color, and Nationality:** Due to the location of the program, most of the participants will be Hispanic. However, the program will not discriminate against race, color or nationality.
- **Disability:** TAMIU has designated parking areas, ramps, elevators, and makes special arrangements for persons with disabilities. Participants, faculty, or staff will be encouraged to specify any special needs with the Project Director who will then make the appropriate accommodations and document those efforts in the participant's files.

These provisions will also be met throughout all the project-related processes as they are part of both the plan for employing personnel with similar backgrounds, and the established institutional policy governing personnel hiring and student admissions. The TAMIU CAMP project is designed with the intent to hire academic and counseling support personnel specially trained to provide services to disadvantaged students. Another step to assure equitable access to participants is the delivery of tutoring and other academic support services not only during regular working hours, but also during evening and weekend hours to better serve working students.

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### \* APPLICANT'S ORGANIZATION

Texas A&M International University

#### \* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix: Dr. \* First Name: Pablo Middle Name:

\* Last Name: Arenaz Suffix:

\* Title: Provost and V.P. of Academic Affairs

\* SIGNATURE: Celeste Kidd

\* DATE: 03/04/2016

## Abstract

The abstract narrative must not exceed one page and should use language that will be understood by a range of audiences. For all projects, include the project title (if applicable), goals, expected outcomes and contributions for research, policy, practice, etc. Include population to be served, as appropriate. For research applications, also include the following:

- Theoretical and conceptual background of the study (i.e., prior research that this investigation builds upon and that provides a compelling rationale for this study)
- Research issues, hypotheses and questions being addressed
- Study design including a brief description of the sample including sample size, methods, principals dependent, independent, and control variables, and the approach to data analysis.

[Note: For a non-electronic submission, include the name and address of your organization and the name, phone number and e-mail address of the contact person for this project.]

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## You may now Close the Form

**You have attached 1 file to this page, no more files may be added. To add a different file, you must first delete the existing file.**

\* Attachment:

## ABSTRACT

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Texas A&M International University (TAMIU), a Hispanic serving institution located in Laredo, Texas, is submitting this application for a College Assistance Migrant Program (CAMP) grant. TAMIU has had two prior 5-year CAMP grants. Project objectives and activities include outreach and recruitment; supportive and instructional services; personal, academic, career, and economic education; tutoring; assistance with special admissions; health services; assistance with obtaining financial aid to help students pay for tuition, fees, housing, meals, and books; a CAMP scholarship to help students meet educational expenses; stipends; exposure to cultural events and academic programs; access to internships; and follow up services after students complete their first year of college. Our application addresses Invitational Priority 1 by increasing participants' access to studies in STEM through mentoring and tutoring in areas of STEM.

The proposed project is based on strong theory and will have the following outcomes: 1) 100% of CAMP participants will receive tutoring; 2) 100% of participants will participate in academic and support services; 3) 100% of participants will receive the maximum financial aid possible; 4) 100% of participants who continue at TAMIU after their first year of college will be integrated into support services at TAMIU; 5) TAMIU CAMP will present information on CAMP to 500 high school seniors, juniors and HEP students from farmworker families; and 6) assist 80 prospective CAMP participants interested in attending TAMIU with admissions process. Our project will serve 36 residential students per year at our Laredo campus. Students will be recruited from a 200 mile radius including the U.S.-Mexico border and the Rio Grande Valley of Texas. All services will be provided at the TAMIU campus. Our project's targets for meeting GPRA measures each year are 1) 86% will complete the first year of college; and 2) 85% of those who complete the first year of college will continue their postsecondary education. The project's evaluations will produce evidence of promise.

## Project Narrative File(s)

---

\* Mandatory Project Narrative File Filename:

[Add Mandatory Project Narrative File](#)

[Delete Mandatory Project Narrative File](#)

[View Mandatory Project Narrative File](#)

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To add more Project Narrative File attachments, please use the attachment buttons below.

[Add Optional Project Narrative File](#)

[Delete Optional Project Narrative File](#)

[View Optional Project Narrative File](#)

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## NARRATIVE

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This application is submitted by Texas A&M International University (TAMIU), a Hispanic serving institution and member of The Texas A&M University System, located in Laredo, Texas.

### **1 - NEED FOR AND SIGNIFICANCE OF PROJECT**

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#### *(i) Magnitude of the Need*

Farmworkers are among the most underprivileged in American society. The most critical need for migrant and seasonal farmworkers is relief from poverty. Our CAMP project addresses this need directly by making higher education accessible and attainable for farmworker youth.

To succeed in college, students must (1) complete high school college ready; (2) apply and be accepted to college or university; (3) obtain financial aid, grants, scholarships and/or other funding to attend; and (4) progress academically to college graduation. Migrant students are at a disadvantage because of frequent moves, poverty, gaps in schooling, and language barriers. They also face societal and institutional barriers due to social and cultural differences and community isolation. Few services currently exist in South Texas to attract migrant students to college and help them overcome these barriers and challenges.

TAMIU CAMP will recruit primarily from a 200-mile radius which includes Del Rio, Eagle Pass, Carrizo Springs, Crystal City, Laredo, Roma, Rio Grande City, La Joya, Mission, Edinburg, Pharr-San Juan-Alamo, Weslaco, Brownsville, and other Rio Grande Valley cities.

**Concentration of Population of Farmworkers and Migrant Students:** Texas has the second largest Migrant Education Program (MEP) student population. The US Department of Education, Office of Migrant Education<sup>1</sup> reports that there were 48,621 migrant students in Texas schools in the 2012-2013 school year. Fifty percent (50%) reside in Region I ESC area, which is in TAMIU CAMP's recruitment area. In the primary recruitment area there were 8,510 migrant high school

students in 2014/2015. Of these, 4,434 are classified as juniors or seniors<sup>2</sup>. Yet, there are currently only three CAMP projects in Texas, serving a total of 150 students.

**Educational Attainment:** Educational attainment among farmworkers is very low. Research data shows that the median highest grade of completion among farmworkers nationally is 8th grade, and only 28% finished high school<sup>3</sup>. In the proposed service area, 36% percent of the general population 18 – 24 years of age has not completed high school. The American Council on Education states that 34% of Hispanics did not complete high school in 2005<sup>4</sup>, and TEA reports that Texas migrant students have a 66.3% high school graduation rate.

**College Degree Attainment Rate:** Data regarding college entrance and completion rates for farmworkers are limited because few studies track students beyond high school graduation, but it is more readily available for Hispanics, who are somewhat representative of migrant students in the region. The Texas migrant student population is nearly 100% Hispanic according to TEA. The Texas Higher Education Coordinating Board reports that the college enrollment rate among Hispanics in Texas in 2009 was 53%. However, only 40% of Hispanics who enroll in college attain a bachelor's degree<sup>5</sup>. In our region, only 12.1% of the Hispanic population has earned bachelor degrees, and only 4.4% earned graduate or professional degrees<sup>6</sup>.

**Retention:** Retention is also a concern. Seventy-three percent of first time freshmen students enrolled full time at TAMIU in Fall 2012 completed their first academic year (compared to 83% for TAMIU CAMP participants), and 58% returned after the first year (87% for TAMIU CAMP)<sup>7</sup>. Lack of financial resources, inadequate academic preparation, difficulty fitting into the university culture, lack of support from home, and uncertainty about the benefit of a college education are major barriers to college retention. Because migrant students are from very low income families and are the first generation to go to college, their struggle is more challenging<sup>8</sup>.

***(ii) The extent to which the project will serve or address the needs of disadvantaged individuals***

TAMIU has administered two prior CAMP grants. In that time, we have identified our CAMP participants' needs and have developed strategies to address those needs.

**Academic Need:** Migrant students are at an educational disadvantage because of their frequent late entry/early exit from school and/or frequent school changes (TEA, 2007). Cultural and language barriers pose an adverse impact on students' academic achievement. Receiving schools often place them in remedial and/or developmental programs, which is detrimental to migrant students wanting to pursue a postsecondary education. Migrant students often lack information on college options, admissions procedures and entrance exams; are often not encouraged to take these exams; do not take the required high school courses; and are subsequently ineligible for regular admission to college. As a result, many migrant students do not see a college education as viable.

TAMIU CAMP and other campus services will provide participants with tutoring, skill development in writing, time management, independent living, note taking, study and test-taking, self-advocacy, stress management, and money management.

**Support Service Needs:** The limited academic, social, and cultural exposure of most migrant students deprives them of skills needed to effectively adapt to the university environment, which can be intimidating. They need opportunities to develop college survival skills. TAMIU CAMP will utilize instruments such as the Ruffalo Noel-Levitz College Student Inventory to identify the needs of CAMP participants individually and collectively so staff can provide supportive services that are responsive to the participants' needs. Prior experience with CAMP participants tells us indicates that many are likely to require developmental classes in English and Math as well as other support. CAMP staff will work with the TAMIU University College's Learning Center, Writing Center, Advising and Mentoring Center, First Year Success Program, and TRIO-Student

Support Services to ensure that the appropriate support services are provided and accessible for CAMP student success.

**Financial Needs:** CAMP students face high financial uncertainty. Their families often rely on them for family income. Postsecondary education often becomes a second priority, behind economic survival. CAMP participants will receive personal financial management training; information to increase their awareness of available financial aid, scholarships, internships and student employment opportunities; and assistance in preparing needed applications.

**Parental Support:** CAMP students have to deal with the stress of knowing that their families will have to do without their income while they are attending college. Almost all of our CAMP participants are first-generation college students. Many are the only ones in their extended families to attend college. CAMP staff will meet with parents to make them aware of the demands and expectations placed upon their children in college in order to encourage greater moral support of their children. CAMP will enlist the help of parents of students who were in CAMP in prior years to inform, advise, and support the parents of incoming CAMP participants.

*(iii) Gaps or weaknesses in services, infrastructure, or opportunities to be addressed*

The chart below describes existing gaps and weaknesses in services, infrastructure, or opportunities to be addressed by this CAMP project, and the expected outcomes.

Gaps and Weaknesses	CAMP Components	Expected Outcomes
<ul style="list-style-type: none"> <li>• (A) High schools that traditionally serve migrant students are rarely in the mainstream for college recruiting.</li> <li>• (B) Unfamiliarity with how to access institutions of higher education.</li> </ul>	<ul style="list-style-type: none"> <li>• (A,B) Outreach &amp; Recruitment.</li> <li>• (A,B,D) Guidance and assistance with admissions and financial aid procedures.</li> <li>• (B,C,D) Personal, academic and career counseling.</li> <li>• (C) Academic support services.</li> <li>• (B,C,D) Personal support.</li> <li>• (B,C) Tutoring and mentoring</li> <li>• (B,C,D) Coordination with other campus resources.</li> </ul>	<ul style="list-style-type: none"> <li>• (A,D) Access to higher education and financial aid.</li> <li>• (C,D) Completion of first academic year at TAMIU.</li> <li>• (C,D) Acquisition of study skills and learning strategies necessary to succeed in college.</li> <li>• (D) Financial support.</li> </ul>

<ul style="list-style-type: none"> <li>• (C) Migrant students are often not placed in college prep tracks in high school.</li> <li>• (D) Limited financial resources.</li> </ul>	<ul style="list-style-type: none"> <li>• (A,B,D) Parental involvement and support.</li> <li>• (B,C,D) Follow up with students.</li> </ul>	<ul style="list-style-type: none"> <li>• (A,B,D) Continuation of postsecondary education.</li> <li>• (A,B,C,D) Graduation from a four year college or university.</li> </ul>
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*(iv) Importance or magnitude of results or outcomes to be attained by the project*

TAMIU CAMP’s primary outcomes are those measured by GPRA. In particular, first academic year completion of at least 86% of our students, and the continuation of higher education after the first year of at least 85% of first year completers. The components listed in the chart below address significant academic, supportive, and financial service needs of CAMP students; the services that are or are not provided to students from migrant families in our area; and the magnitude of outcomes to be attained by our this CAMP project. Although some services are available, high demand places migrant students, who are most in need of these services, at a disadvantage.

<b>Services Needed by CAMP Students</b>		
<b>Academic Services</b>	<b>Existing services (without CAMP)</b>	<b>Magnitude of Outcomes to be Attained by CAMP</b>
College Admission Information – Outreach/Recruitment/Special Admissions	Occasionally provided	<b>Always provided</b>
Tutoring in STEM subjects	Rarely provided	<b>Always provided</b>
Information on STEM fields of study	Occasionally provided	<b>Always provided</b>
Academic advisement	Often provided	<b>Always provided</b>
Study skills development	Occasionally provided	<b>Always provided</b>
Tutoring in all subjects	Occasionally provided	<b>Always provided</b>
<b>Supportive Services</b>	<b>Existing Services</b>	<b>Attained by CAMP</b>
Individualized educational plan	Never provided	<b>Always provided</b>
Evaluation of individual academic progress	Seldom Provided	<b>Always provided</b>
Time management, personal finance	Seldom provided	<b>Always provided</b>
Career counseling/Career interest inventory	Occasionally provided	<b>Always provided</b>
Cultural & educational trips and activities	Rarely provided	<b>Always provided</b>
Leadership workshop	Rarely provided	<b>Always provided</b>

Team building activities	Seldom provided	<b>Always provided</b>
Peer advising and mentoring	Seldom provided	<b>Always provided</b>
Development of parental support	Never available	<b>Always provided</b>
<b>Financial Services</b>	<b>Existing Services</b>	<b>Attained by CAMP</b>
CAMP Scholarship	Never provided	<b>Always provided</b>
Financial support for health care	Never provided	<b>Always provided</b>
Residential program	Seldom provided	<b>Always provided</b>
Financial aid / FAFSA assistance	Occasionally provided	<b>Always provided</b>
Fee payment (TSI, ACT Residual, CLEP)	Rarely provided	<b>Always provided</b>
Assistance with scholarship applications	Seldom provided	<b>Always provided</b>
Student stipends	Never provided	<b>Always provided</b>

## 2 - QUALITY OF PROJECT DESIGN

### (i) *Clear and measurable goals, objectives, and outcomes to be achieved by the project*

The following goals for TAMIU CAMP project are based on GPRA measures for CAMP and Annual Performance Reporting requirements, and will be the basis for each year's activities.

#### **Goal I – 86% of CAMP participants will complete the first academic year of their postsecondary program (GPRA 1).**

Objective 1: **100%** of CAMP participants will receive tutoring services.

Objective 2: **100%** of CAMP participants will participate in academic and support services that address their individual needs.

Objective 3: **100%** of CAMP participants will receive the maximum financial aid available.

#### **Goal II – 85% of CAMP participants will continue their postsecondary education after completing the first academic year of college (GPRA 2).**

Objective 1: **100%** of CAMP participants who complete the first academic year of college and continue their postsecondary education at TAMIU will be integrated into support services at TAMIU.

#### **Goal III – Enroll 36 CAMP participants each project year.**

Objective 1: Present information on TAMIU CAMP to 500 high school seniors, juniors or HEP students from migrant or seasonal farmworker families each project year.

Objective 2: Identify 80 prospective CAMP participants interested in attending TAMIU and assist with admissions and financial aid process.

### (ii) *Design of the proposed project will successfully address the needs of the target population*

TAMIU CAMP will provide a high quality program which incorporates best practices that we have found to be most effective from our prior CAMP grants. Previous CAMP participants have shown a higher first year completion rate, higher retention rate, and have adapted to the college

environment more rapidly than the overall student population at TAMIU. All CAMP participants will have an opportunity to learn about STEM majors and careers.

The TAMIU CAMP recruitment plan will complement the university’s recruitment efforts. CAMP recruitment efforts will help migrant students overcome their perceived barriers to access higher education, lack of familiarity with the higher education system, lack of financial resources, and lack of positive role models. CAMP staff will assist high school students interested in TAMIU CAMP to successfully apply for admission to TAMIU and for federal and institutional financial aid. CAMP staff will communicate with applicants, their parents and their school counselors to ensure that all admissions and financial aid requirements are met on a timely basis.

TAMIU CAMP staff will advocate for Provisional Admission for migrant student applicants who do not meet the university’s standard admission requirements but show potential and have access to special services such as CAMP to help them succeed.

First-generation, low income students need optimal circumstances to take full advantage of educational opportunities, especially during the first year of college. Students from farmworker families face greater financial challenges than most students. A CAMP Scholarship will be awarded to provide additional financial aid. CAMP students and their parents will receive financial aid and scholarship information, as well as assistance in completing the FAFSA.

TAMIU CAMP will provide the following allowable CAMP services:

<b>CAMP Services</b>	<b>Activities</b>	<b>Outcomes</b>
A) Outreach and Recruitment to reach CAMP eligible persons	-Visit high schools to make presentations to students, parents, and counselors; Provide CAMP information and forms to schools; Provide campus tours; Establish new, and improve existing, linkages with school districts and High School Equivalency Programs.	Number of: -schools visited; -high school students presented to; -campus tours; -applications received;

CAMP Services	Activities	Outcomes
	<ul style="list-style-type: none"> <li>-Review applications and track students' application status on database; Communicate pending application items to applicants and school counselors; Provide assistance to obtain necessary documents.</li> <li>-Publicize CAMP in English and Spanish.</li> <li>-Maintain a CAMP web page and maintain TAMIU CAMP Facebook and Twitter pages.</li> </ul>	<ul style="list-style-type: none"> <li>-participants enrolled</li> </ul>
B) Supportive & Instructional Services	Administer College Student Inventory each year to identify participants' need for services and prepare an Individualized Educational Plan for each student.	Number of: -CSI administered; IEP's
<ul style="list-style-type: none"> <li>i) Personal, Academic, Career, and Economic education or Personal Finance Counseling</li> <li>ii) tutoring and academic skill building instruction and assistance</li> <li>iii) assistance with special admissions</li> <li>iv) health services</li> <li>v) other services as necessary to assist students in completing program requirements</li> </ul>	<ul style="list-style-type: none"> <li>(i) Provide CAMP Orientation at the start of each academic year, including a Team Building workshop; Hold monthly CAMP group meetings, schedule speakers and presentations; Meet with participants individually to monitor academic progress and identify needs and concerns; Provide access to career exploration and career fairs through TAMIU's Career Services department; Refer students to TAMIU Counseling Center or other resources as needed.</li> <li>(ii) Provide tutoring through TAMIU's Learning Center, Writing Center, and TRIO-SSS program. Mandatory attendance will be monitored by Student Success Coordinator; Enroll participants in UNIV 1101 Freshman seminar to develop academic skills.</li> <li>(iii) Inform CAMP applicants of TAMIU's Provisional Admissions procedure and advocate for applicants considered by the committee when needed.</li> <li>(iv) Student Health Services is available to all CAMP participants. Limited financial support from CAMP for medicines and eye glasses.</li> <li>(v) Provide information sessions for parents to encourage them to support their child's education; Student Success Coordinator will identify other on- and off-campus services and refer participants.</li> </ul>	<ul style="list-style-type: none"> <li>Number of:</li> <li>-students participating in CAMP Orientation;</li> <li>-Monthly group and individual participant meetings and attendance;</li> <li>-Presentations to address needs identified by CSI;</li> <li>-Career Exploration and Career Fairs provided;</li> <li>-referrals to counseling and student health services;</li> <li>-tutoring hours;</li> <li>-Provisional admissions;</li> </ul>
C) Assistance in obtaining student financial aid which includes <ul style="list-style-type: none"> <li>i) stipends;</li> <li>ii) scholarships;</li> <li>iii) student travel;</li> <li>iv) career oriented work study;</li> </ul>	<ul style="list-style-type: none"> <li>(i) CAMP Stipends will be paid biweekly;</li> <li>(ii) Provide students and parents with financial aid information; Assist applicants and students in completion of FAFSA; Provide current and former CAMP students with information on scholarship opportunities and assist students with scholarship applications; Provide CAMP scholarship to participants to help offset costs; Verify financial aid package prior to the start of each academic term;</li> </ul>	<ul style="list-style-type: none"> <li>Number of participants who:</li> <li>-receive stipends.</li> <li>-receive financial aid.</li> <li>-participate in cultural and educational trips and community service.</li> </ul>

CAMP Services	Activities	Outcomes
v) books and supplies; vi) tuition and fees; vii) room and board; and viii) other assistance necessary to assist students in completing their first year of college	Advocate for CAMP participants to ensure that they receive the maximum available financial aid. (iii) CAMP budget will provide for student travel to cultural and educational trips. (iv) CAMP staff will assist participants with applying for work study jobs and recommend students for employment. (v), (vi) and (vii) CAMP scholarships will be provided to help offset cost of books, tuition and fees, and room and board in Fall and Spring and short academic terms. Supplies will be provided to participants at the start of each semester. (viii) CAMP students will be co-enrolled in TAMIU's First Year Success and/or TRIO-SSS programs. Student Success Coordinator will identify scholarship opportunities particularly for Hispanics, farmworkers, migrants, or other subgroups.	-receive information on scholarships, and work study application system. -receive books and supplies on first class day. -CAMP scholarship awarded. -Other scholarship opportunities identified.
D) Housing support	CAMP scholarship will help students pay for room and board.	CAMP scholarship awarded.
E) Exposure to cultural events, academic programs, and other activities not usually available to migrant youth	Student Success Coordinator will identify community service opportunities, cultural events, academic programs and other activities for CAMP students to participate in. CAMP students interested in Study Abroad will be assisted by CAMP staff with their applications.	Number of participants in community service, cultural events, academic programs.
F) Internships	Information will be provided and students will be encouraged to apply for internships such as HEP/CAMP Association, SAF, and HACU.	Participants will have opportunities to apply for other internships.
G) Other essential supportive services.	Other supportive services will be provided or participants will be referred for services based upon individual need.	Referral to or providing of supportive services.
Follow up services after students complete 1 <sup>st</sup> year of college a) Monitoring and reporting academic progress during subsequent years in college; b) Referring students to on- or off-	(a) The Director will monitor and report the academic progress of CAMP participants during their first year and during subsequent years in college, including students remaining at TAMIU and continuing at other institutions. (b) The Student Success Coordinator will refer participants to on- or off-campus providers of counseling services, academic assistance or financial aid as needed. CAMP staff will assist CAMP participants who wish to transfer to other universities with their transfer applications.	-Annual report of current year and prior year CAMP students' academic progress. -Referrals of participants to on- or off-campus providers of counseling services, academic assistance

CAMP Services	Activities	Outcomes
campus providers of counseling services, academic assistance, or financial aid.		or financial aid as needed.

After their first year, CAMP students will be integrated into University support programs such as TRIO-SSS and TAMIU Second Year Success program. In addition, CAMP will: 1) recruit exemplary CAMP students after their freshman year to serve as CAMP peer mentors and work study; 2) follow up with students and continue to provide academic advising and other student support services; and 3) assist current and former participants with identifying and applying for scholarships, particularly those targeted for farmworkers or Hispanics.

***(iii) Linkages with agencies and organizations providing services to target population***

CAMP will establish and maintain linkages with community organizations, state and federal agencies, school districts, and University programs that serve low income, first-generation students, such as those listed below.

<b>Linkages with other agencies and organizations serving the target population</b>	
National HEP/CAMP Association	HEP/CAMP Conferences for training, peer resources, scholarship opportunities, student internship opportunities.
High school migrant programs (MEP).	Identify and recruit potential students, invitation to visit high schools, student lists, eligibility verification, and campus visits.
Habitat for Humanity; South Texas Food Bank; HEB Feast of Sharing; Cesar Chavez March	Community service opportunities for CAMP students.
TEA Regions 1 and 20 Education Service Centers	Identify and recruit potential students, student lists, eligibility information.
Area Media (Incl. Spanish)	Publicity, dissemination of program.
Laredo Health Department; Gateway Community Health Center	Health Services
MET, Inc. (WIA 167 Provider)	Outreach and eligibility documentation.
NASDME	Outreach and staff development.

Association of Migrant Educators of Texas (AMET)	Outreach and staff development.
HEP Programs	Outreach to HEP graduates. Campus visits.
TAMIU TRIO-SSS Program	Tutoring, counseling, study habits, independent living.
Campus Counseling Center	Counseling services for students.
Campus Health Services	Medical services to students at no charge. Vision screening.

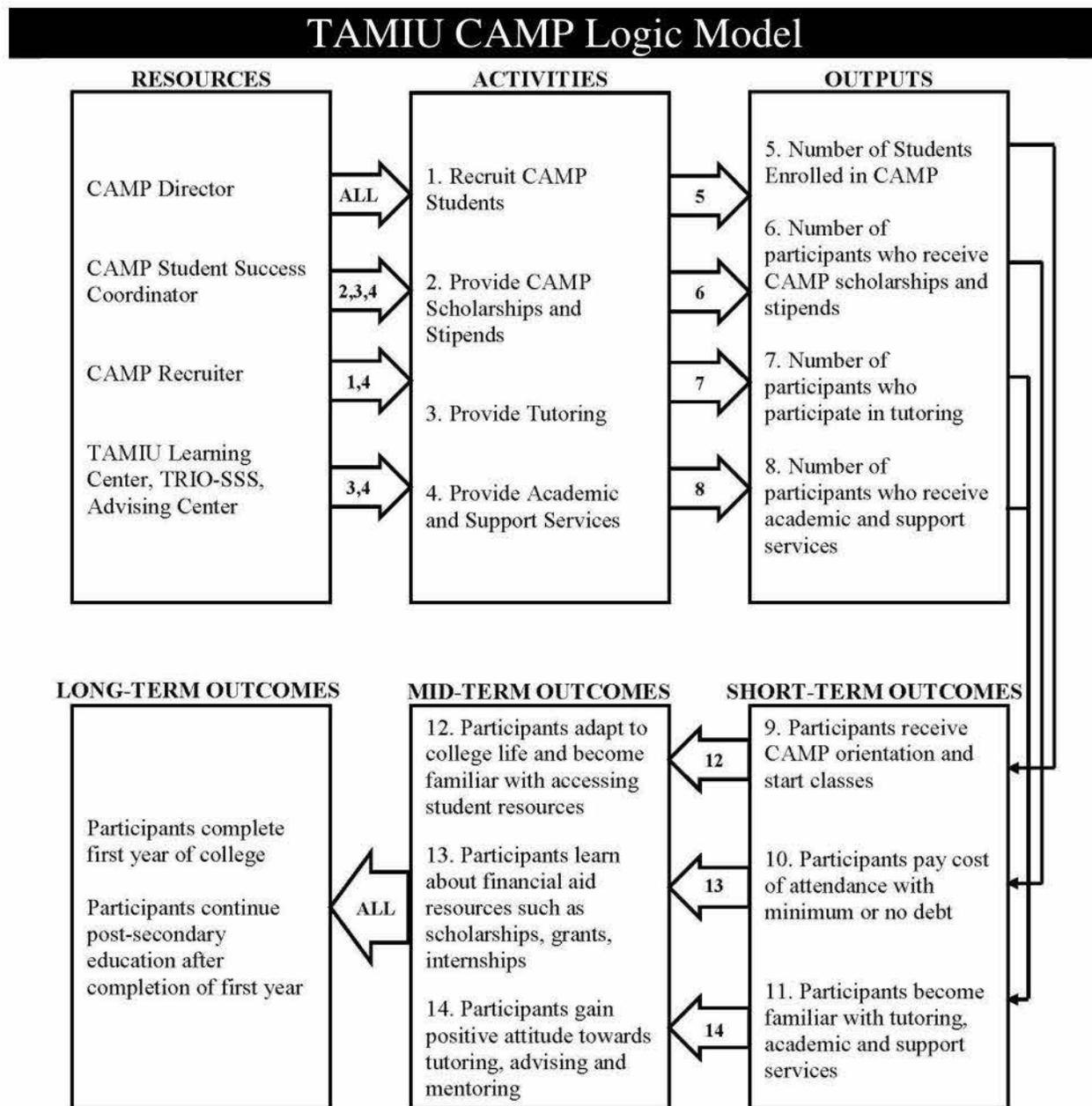
***(iv) Efficiency in use of time, staff, money and resources to improve results and productivity***

Our CAMP project will incorporate the best practices from our two prior CAMP grants, as well as successful practices which have been replicated from other successful CAMP projects, and we will continue to identify new ways to improve results and productivity. ~~We will increase efficiency~~ Efficiency will be increased by utilizing existing TAMIU resources for tutoring, counseling, math preparation, and student academic support (TRIO-SSS), rather than replicating them; utilizing the work study program to fund CAMP peer mentors; and having ~~our~~ CAMP students participate in on-campus events such as plays and musical performances, campus career fairs and workshops, athletic events, and other services. The CAMP Director and TAMIU Grants Office will monitor all CAMP expenses to ensure that CAMP funds are expended in accordance with the approved budget.

Time and staff – Staff is full time; the project will use existing TAMIU Resources; many activities will be on campus. Money and resources – University will provide offices, meeting rooms, internet, staff development at no cost to CAMP. Phone services, purchasing of supplies and computers at reduced costs due to state contracts or volume purchasing.

***(v) Extent to which the proposed project is supported by strong theory.***

The rationale for the CAMP project is represented in the following logic model, which describes the relationships among the key components and outcomes.



### 3 - QUALITY OF PROJECT SERVICES

TAMIU CAMP will implement strategies for ensuring equal access and treatment for eligible project participants who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability. Recruitment efforts will focus on outreach to migrant or seasonal farmworkers, a group that has been traditionally underrepresented

in higher education. Students will learn about CAMP in settings where they are comfortable and from organizations and people they trust. Program staff will coordinate with school migrant counselors to meet with migrant students at their schools and present information on CAMP. We will host campus visits to TAMIU by migrant high school students, their parents, and school staff.

The CAMP Recruiter will present program information at community events including migrant parent organization meetings; public service announcements on Spanish and English language radio and television stations; and at local community organizations such as churches, faith based organizations, advocacy groups and organizations that address the needs of the target population. Brochures will be in both English and Spanish to reach the predominantly Hispanic farmworker population in the area. All project participants will receive equal treatment. They will meet the same standards and degree requirements of all students at the university. CAMP staff will advocate for Provisional Admission when appropriate.

***(i) Training or professional development services to be provided by the project***

TAMIU provides comprehensive professional development and training opportunities to its staff, including online courses in Ethics, FERPA, Creating a Discrimination-Free Workplace, Managing Employee Performance, Information Security Awareness, Open Records, Problem Solving, Sexual Harassment, and several other topics. CAMP staff will also receive training on financial aid, student records system, admissions, and other services such as counseling and advising from the respective university departments. Individualized professional development needs will be identified in the staff's annual performance evaluations. CAMP staff will participate in the annual HEP/CAMP Conference to learn best practices to improve in areas such as Recruitment, Retention, Project Management, Instructional Technology, Support Services, and Program Evaluation. CAMP staff will attend annual meetings with the U.S. Office of Migrant Education and the

annual state Migrant Conference, among others. CAMP staff will participate in campus staff meetings to improve collaboration across the University. CAMP will subscribe to literature that is relevant to migrant students, first year students and first-generation students. Staff will work with partners such as other CAMP projects and school migrant counselors to further develop effective strategies and knowledge critical to serving migrant students.

**(ii) *The services provided by the proposed project are focused on those with greatest needs***

TAMIU CAMP will recruit students from the South Texas region where 50% of the state’s migrant students reside. CAMP staff will work with school migrant counselors to reach those who have the greatest need for CAMP services. We will develop a pool of applicants and a selection process will be used to determine which applicants will most be able to benefit from CAMP. In addition to meeting the CAMP eligibility criteria, the following factors will be considered in the selection process: ACT, SAT, and/or College Readiness scores; CAMP application essay; history of migrant or seasonal farmwork; recentness of farmwork; first-generation college student; and determination of need for CAMP services.

**(iii) *The services to be provided will lead to improvements in the achievement of students***

TAMIU CAMP has identified services that have led to improvements in the achievement of students as measured against rigorous academic standards for all TAMIU students as stated in the University’s Satisfactory Academic Progress Policy (minimum 2.0 GPA and pass at least 67% of credit hours attempted) . Some services and improvements provided by CAMP are:

<b>Service</b>	<b>Improvements</b>
Focus services on academic success	Successful completion of academic year ( <i>GPRA 1</i> )
Focus services on retention	Continue postsecondary education ( <i>GPRA 2</i> )
Tracking student progress with input from professors	Provide support services such as tutoring, study groups, guidance for meeting with professors
Development of study and test taking skills	Improved academic success
Development of independent living skills	Academic success and retention

Personal finance training	Management of finances and resources
Scholarship applications	Learn to search and apply for scholarships
Community service	Camaraderie, citizenship, teamwork

#### 4 - QUALITY OF PROJECT PERSONNEL

The university encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, disability, or status as a disabled veteran or veteran. All employment vacancies are posted on the university's website and posted with the Texas Workforce Commission.

##### *(i) Qualifications of the project director or principal investigator*

Mr. Efrain Sanchez will be the CAMP Director and will provide vision, planning, leadership, and accountability for the program. Mr. Sanchez has over 25 years' experience administering HEP and CAMP projects, including 10 years as the CAMP project director at TAMIU, and is one of the most experienced HEP or CAMP directors. He has over 30 years' experience administering federal or state grant programs, and is very knowledgeable in planning, implementing and evaluating programs, and developing and monitoring budgets. Mr. Sanchez is a past president and board member of the National HEP/CAMP Association. He is bilingual in English and Spanish; has extensive budgetary experience; and experience in teaching in public schools, adult education, and at the college level. Mr. Sanchez has a thorough understanding of the needs and characteristics of migrant or seasonal farmworker families and has testified before a U. S. Congressional committee on the educational needs of farmworker students.

<b>CAMP Director</b>	<p><b>Required Qualifications:</b> Master's degree in Education, Business Administration, or other related field; Five or more years' experience in student recruitment, student services, or education with supervisory and budgetary responsibilities; Strong computer knowledge, including word processing, spreadsheets, database, and presentation software.</p> <p><b>Preferred Qualifications:</b> Experience working with migrant or seasonal farmworkers; administering federal or state grants; in grant writing; in higher education.</p>
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Dr. Julio F. Madrigal, Executive Director of the Office of Special Programs, will be the Principal Investigator. Dr. Madrigal has over 30 years of overseeing publicly funded grants, including 10 years as PI for the university’s two previous CAMP grants. As a high school student, Dr. Madrigal migrated from Texas to California to harvest fruit in the San Jose area.

***(ii) The qualifications, including relevant training and experience of key project personnel***

TAMIU CAMP takes into consideration the staff’s sensitivity and understanding of the unique characteristics and needs of the migrant and seasonal farmworker population. Complete job descriptions and resumes are included in the attachments to this application.

<b>Student Success Coordinator</b>	<p><b>Required Qualifications:</b> Bachelor's degree; One or more years of experience providing student support services such as recruitment, retention, counseling, instruction, registration, and/or student activities; Knowledge of word processing, spreadsheets, and databases.</p> <p><b>Preferred Qualifications:</b> Bachelor's or higher degree in Education, Counseling, or related field; Experience working with students from migrant or seasonal farm worker families; Experience in management, administration, or counseling in an educational setting; Knowledge of Word, Excel, Access, PowerPoint, and/or web page development and maintenance; Bilingual (English/Spanish) skills.</p>
<b>Recruiter</b>	<p><b>Required Qualifications:</b> Bachelor's degree; One year of experience working with high school students, student services, student activities, student outreach, recruitment, public relations, or related area; Knowledge of PowerPoint, MS Outlook, Word, Excel.</p> <p><b>Preferred Qualifications:</b> Experience working with students from farmworker families; Knowledge of MS Access, MS Publisher, and/or website development/maintenance.</p>

**5 - QUALITY OF THE MANAGEMENT PLAN**

As required in section 418A(d) of the statute, TAMIU will coordinate the CAMP project, to the extent feasible, with other local, state, and federal programs to maximize the resources available for migrant students. CAMP staff shall have a demonstrated knowledge and be sensitive to the unique characteristics and needs of the migrant and seasonal farmworker population. Provi-

sions exist in the program design and budget for (1) staff in-service training; (2) training and technical assistance; (3) staff travel; (4) student travel; (5) interagency coordination; and (6) an evaluation plan.

As required in Section 206.20 (d) of the regulations, (1) TAMIU will develop and implement a plan for identifying informing, and recruiting eligible participants who are most in need of the academic and supporting services and financial assistance provided by the project; and (2) TAMIU will develop and implement a plan for identifying and using TAMIU and community resources to supplement and enhance the services provided by the project.

***(i) Adequacy of the management plan to achieve objectives on time and within budget***

TAMIU CAMP will be housed within TAMIU's Office of Special Programs, which is under the Provost and Vice-President for Academic Affairs. Dr. Julio F. Madrigal, Executive Director of the Office of Special Programs, will serve as the project's Principal Investigator. Mr. Efrain Sanchez, a highly qualified and experienced director with extensive experience with CAMP and serving migrant students will direct the CAMP project. TAMIU will provide support to CAMP through the university's office of the Provost, Office of Human Resources, Office of Research and Sponsored Projects, and Office of Grants and Contracts, among others. An effective plan of administration is in place which includes staffing, budget management, records control, and data management, ensuring that financial and human resources are directed appropriately to activities that lead to the recruitment, academic success, retention and graduation of CAMP participants.

Our plan to achieve the project's objectives on time and within budget, including defined responsibilities, timelines and milestones for accomplishing project tasks is outlined below.

**Goal I: 86% of CAMP participants will complete the first academic year of their postsecondary program (GPRA 1)**

Objective	Responsibility	Timeline	Milestones
1) 100% of CAMP participants will receive tutoring services.	Student Success Coordinator, Director	Throughout Fall and Spring Semesters	<ul style="list-style-type: none"> <li>▶ Start of Fall Semester – Inform students that they are required to participate in tutoring and have them sign an agreement.</li> <li>▶ Every 2 weeks – Collect tutoring attendance hours from Learning center and Writing center.</li> <li>▶ Every 2 weeks – meet with students not complying and reinforce the requirement for tutoring and their agreement.</li> </ul>
2) 100% of CAMP participants will participate in academic and support services that address identified needs every project year.	Student Success Coordinator	Fall and Spring Semesters	<ul style="list-style-type: none"> <li>▶ 10<sup>th</sup> Class Day – Have an Individual Educational Plan (IEP) for each student identifying the academic and support services they will participate in.</li> <li>▶ End of 4<sup>th</sup> week, mid-semester, and 8<sup>th</sup> week of Fall and Spring semesters – Monitor participation of students in services identified in IEP. Meet with students not complying and review or revise IEP.</li> <li>▶ Mid-semester of Fall and Spring – Faculty questionnaires to provide information on CAMP student progress in class. Student Success Coordinator will meet with each student to monitor progress and plan needed action to attain passing grades.</li> </ul>
3) 100% of CAMP participants will receive the maximum financial aid available.	Recruiter, Student Success Coordinator, Director	Start of Fall semester, Spring Semester; and “Winter-mester”.	<ul style="list-style-type: none"> <li>▶ 10 days prior to start of each semester – send CAMP scholarship awards to financial aid office for disbursement.</li> <li>▶ 1<sup>st</sup> class day of each semester – Obtain costs for tuition, fees, housing and meal plans and obtain financial aid awards for all CAMP students. Discuss additional needs with financial aid office.</li> </ul>

**Goal II: 85% of CAMP participants will continue their postsecondary education after completing the first academic year of college (GPRA 2)**

Objective	Responsibility	Timeline	Milestones
1) 100% of CAMP participants who complete the first academic year of college and continue	Student Success Coordinator, Recruiter, Director	Year-round (supportive and academic services); End of project year (data collection);	<ul style="list-style-type: none"> <li>▶ 10<sup>th</sup> Class Day – Have an Individual Educational Plan (IEP) for each CAMP participant from prior year identifying the academic and support services they will participate in.</li> </ul>

their postsecondary education at TAMIU will be integrated into other support services at TAMIU.			
<b>Goal III: Enroll 36 CAMP participants each project year.</b>			
<b>Objective</b>	<b>Responsibility</b>	<b>Timeline</b>	<b>Milestones</b>
1) Present information on TAMIU CAMP to 500 high school seniors, juniors or HEP students from migrant or seasonal farmworker families each project year.	Recruiter	Fall and Spring semesters	<ul style="list-style-type: none"> <li>▶ October 15 – Present to 150 CAMP prospects.</li> <li>▶ November 15 – Present to 250 CAMP prospects.</li> <li>▶ December 15 – Present to 400 CAMP prospects.</li> <li>▶ February 1 – Present to 450 CAMP prospects.</li> <li>▶ March 1 – Present to 500 CAMP prospects.</li> </ul>
2) Identify 80 prospective CAMP participants interested in attending TAMIU and assist with admissions process.	Recruiter Director	Fall and Spring semesters	<ul style="list-style-type: none"> <li>▶ December 1 – Receive 35 CAMP applications.</li> <li>▶ December 15 – Accept 10 applicants to TAMIU CAMP.</li> <li>▶ February 1 – Receive 50 total CAMP applications.</li> <li>▶ March 1 – Accept 20 total applicants to TAMIU CAMP.</li> <li>▶ April 15 – Receive 80 CAMP total applications.</li> <li>▶ May 15 – Accept 36 total applicants to TAMIU CAMP</li> </ul>

***(ii) Adequacy of the procedures for ensuring feedback and continuous improvement***

TAMIU CAMP will implement a continuous improvement model based on the Deming cycle, which is a four-step cycle – Plan – Do – Study – Act, to ensure feedback and continuous improvement. **Plan** is identifying goals and objectives, a plan of action, and measurements to be used. **Do** is the actual implementation of the components of the plan. **Study** is the evaluation of progress

through data to determine if the outcomes are as desired and to identify areas for improvement. **Act** is the process of implementing changes in procedures or approaches where needed to result in attainment of desired outcomes. This four-step process then starts over as an ongoing cycle of continual improvement, providing for a continuous or cyclical effort for program management, which is critical for multiple year projects that may require adjustment.

The CAMP Director will be in daily contact with CAMP staff. The Director will review and approve all CAMP student applications to ensure compliance, approve all program expenses, and maintain ongoing contact with CAMP participants. A CAMP database will be developed to collect and track data to be used in preparing the Annual Performance Report and to prepare interim reports which will provide information on progress towards meeting project goals and objectives. A student survey will be conducted once in the Fall and once in the Spring semesters to receive their feedback. The Director will meet with the CAMP Student Success Coordinator and Recruiter weekly to assess progress and to plan and implement needed changes. In addition, an external project evaluation will be conducted to provide feedback for program improvement.

***(iii) Time commitments of the project director, PI, and other key project personnel.***

The TAMIU CAMP Project Director, Student Success Coordinator and Recruiter will be full time CAMP and will work year round. During the time when there are few or no students, such as summer, staff will plan for the coming semester and year, and/or will take vacation time off. The Principal Investigator will devote 10% of his time to CAMP, overseeing the grant year round.

**6 - ADEQUACY OF RESOURCES**

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TAMIU will continue to develop and implement a plan for identifying and using its resources and those of the community to supplement and enhance the services provided by the project in accordance with Section 206.20(d)(2) of the regulations.

**(i) The adequacy of support from the applicant organization**

TAMIU will provide CAMP with the resources needed to ensure the project’s success at no charge, including office space for CAMP staff, a student computer lab, utilities, custodial services, internet service, technological support, office furniture, access to its student records database, accounting system and services, and student financial aid information. CAMP will purchase supplies and computers from TAMIU’s vendors, resulting in reduced costs for the CAMP project. All campus facilities and resources are available to CAMP participants and staff.

**(ii) Relevance and commitment of each partner to implementation and success of the project**

TAMIU CAMP has received commitments and support from high schools we have worked with and Region 1 and 20 Education Service Centers. TAMIU has developed an extensive network of partners to support our CAMP project since 2004. Commitments from partners are listed below.

Letters of commitments from our partners are included in the attachments to the proposal.

Eagle Pass ISD La Joya ISD Mission CISD Pharr-San Juan-Alamo ISD United ISD Other school districts in recruitment area	Promotion of TAMIU CAMP TAMIU campus visits by migrant students CAMP applicant referrals Documentation for CAMP eligibility Provide information to parents
TAMIU University College	Learning (tutoring) center; Academic Advising; First Year Success Program
TAMIU TRIO Student Support Services	Academic counseling services; advising, tutoring
Region 1 and 20 Education Service Centers	Promotion of TAMIU CAMP; documentation for CAMP eligibility

**(iii) Reasonableness of costs in relation to objectives, design and significance of project**

The TAMIU CAMP budget was developed based on our budget history from our two previous CAMP grants and accounting for trends in education related costs. Budget costs are based on prior actual and projected activities. The proposed budget provides all the resources necessary for CAMP participants to complete their first year in college, providing all CAMP services, and to

prepare them for continuing their education after the first year. TAMIU CAMP’s resources provide for bilingual/bicultural staff, staff professional development, scholarships, student stipends, student activities, outreach, and program materials.

***(iv) Reasonableness of costs in relation to the number of persons to be served and results***

TAMIU proposes to serve 36 residential CAMP participants each project year. Eighty-six percent of participants will complete the first academic year and 85% of those will continue postsecondary education. The proposed cost per participant is \$11,806, and the cost per completer who continues post-secondary education is \$13,710. This is in the average range for all CAMP projects (Office of Migrant Education ADM, 2014). The costs included in the budget narrative are reasonable in relation to the number served and anticipated results and benefits.

***(v) Incorporation of project purposes, activities, or benefits at end of Federal funding***

TAMIU will incorporate the project purposes, activities, or benefits at the end of federal funding. In fact, TAMIU has done so after the end of its prior CAMP grant two years ago. As done in the past, the University will provide services as described below.

<b>Service</b>	<b>Office Providing Service</b>
Outreach and recruitment of migrant students	Office of Recruitment and School Relations; GEAR-UP program
Tutoring	University Learning Center; Writing Center
Academic advisement and support	TRIO Student Support Services; University College Advising and Mentoring Center; Student Counseling Center
Community service	Office of Students Affairs; Student Government Association
Student retention	University College Second Year Success Program; Title V: Engaging Sophomores; TRIO-SSS

TAMIU is committed to serving a diverse student population, including students from farm-worker families. TAMIU CAMP has demonstrated its effectiveness in helping students who do

not normally consider postsecondary education as a viable option to transition into higher education and be successful. Since 2004, TAMIU CAMP has sensitized TAMIU administration, staff and faculty to the needs of farmworker students, and the support needed to help them succeed.

## **7 - QUALITY OF THE PROJECT EVALUATION**

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### ***(i) Evaluation methods are appropriate to goals, objectives, and outcomes of project.***

We will conduct both internal and external evaluations. The evaluation plan will include quantitative and qualitative measures and use both formative and summative evaluation methods. Internal (formative) evaluations will be done on an ongoing basis. The CAMP Director and Principal Investigator will evaluate the project using methods that examine the effectiveness of implemented strategies and provide performance feedback utilizing the Deming model for continuous improvement as described in Section 5(ii) and the benchmarks listed in Section 5(i).

TAMIU had initially identified Dr. Scott Willison, Director for Multicultural and Educational Opportunities at Boise State University to conduct the external evaluations. Due to the very recent untimely passing of Dr. Willison, we will identify an evaluator in project year 1. We will search for an evaluator who will preferably have at least 8 years' experience as Director or Associate Director of a quality CAMP project, held a leadership position on the National HEP/CAMP Association Board, and has conducted similar evaluations. We will identify the best qualified candidate to conduct evaluations in years 1 and 3 of the project.

Formative and summative strategies include: 1) ascertain if the program's timeline and milestones are being, or were, achieved; 2) assess the cost of the program by comparing actual expenditures and budget; 3) administer and review participant surveys of CAMP services; 4) review staff assessment of the project; 5) evaluate performance progress towards meeting project objectives, and; identify changes to be implemented wherever corrective action is needed.

<b>EVALUATION DESIGN</b>	
1. Type of data to be collected.	The evaluation plan will include quantitative and qualitative measures using formative and summative evaluation methods. Formative strategies include: 1) ascertain if the project's timeline and milestones are being achieved; 2) assess the project's cost by comparing actual expenditures and budget; 3) administer and review participant surveys of CAMP services; and 4) review staff assessment of the project.
2. When data will be collected.	Data will be collected at various points throughout the project year to allow time for making changes as needed to ensure meeting expected outcomes, as described in detail in the milestones in Section 5(i).
3. What methods will be used.	Methods to be used in collecting evaluation data include review of student file documentation, financial records, student surveys, student interviews, staff interviews, as well as OME's Monitoring Guide.
4. What instruments will be developed and when.	Evaluation instruments will include questionnaires for students and staff, OME Monitoring Guide, Annual Performance Reporting requirements, project logic model, project evidence of promise, student files, CAMP database and spreadsheets, and financial records.
5. How data will be analyzed.	The evaluation team will review and analyze data collected during their onsite visit and compare with the CAMP application to monitor compliance with the stated management plan and desired outcomes for GPRA performance and project objectives.
6. When reports of results and outcomes will be available.	An exit interview will be conducted by the evaluation team with the CAMP director providing initial feedback. The evaluator will submit a final evaluation report, including recommendations, to the CAMP director within 30 days of the evaluation. The report will be provided in the Spring semester to allow time for CAMP staff to review and implement any needed changes.
7. How TAMIU CAMP will use the information collected through the evaluation to monitor progress and provide accountability information.	TAMIU CAMP will use the information collected through the evaluation and reported at the exit interview to implement changes needed as early as possible. Upon receipt of the final evaluation report CAMP staff will plan and implement recommendations from the evaluator. Revised milestones and timelines will be in place to monitor progress of the project after implementation of changes.

***(ii) Evaluation methods provide performance feedback and permit assessment of progress***

Internal evaluation will provide performance feedback and permit periodic assessment of progress toward achieving intended outcomes throughout each year. This provides several opportunities each year to implement changes to our implementation strategies when needed. After each external evaluation, the external evaluator will submit a written report to the CAMP Director and

PI with their findings and recommendations for improvements for meeting intended project outcomes. All evaluation processes will culminate in annual and final performance reports to the US Department of Education, in compliance with reporting requirements.

***(iii) Extent to which the methods of evaluation will produce evidence of promise.***

Internal evaluation will be ongoing. External evaluation will provide a perspective essential to promoting increased effectiveness of project strategies. Having both internal and external evaluations provides for examining the effectiveness of project implementation strategies at different points (benchmarks) in each project year throughout the grant. Progress in meeting GPRA measures and project objectives (empirical data) as well as the effectiveness of program activities and services (qualitative data) will be assessed in both internal and external evaluations. Evaluation criteria will address each stated program objective.

Both internal and external evaluations will focus on key aspects of the project’s operation utilizing the project’s logic model. Benchmarks and timelines described earlier in Section 5(i) will be used to measure progress. Outcome measures will assess the impact on teaching and learning.

<b>Evidence of Promise</b>	
The evaluation will identify evidence of promise by collecting empirical data which study linkages shown below between critical project components and outcomes presented in the logic model, and which meet the conditions for evidence of promise as defined in 34 CFR 77.1(c).	
Critical component(s) from Logic Model	Relevant Outcome
Tutoring Academic and support services CAMP Scholarships	CAMP participants will complete the first academic year of their post-secondary program.
Academic and support services	CAMP participants will continue their post-secondary education after completing the first academic year of college.

## Other Attachment File(s)

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# **INDIVIDUAL RESUMES**

# EFRAIN SANCHEZ

## Work Experience

### Director of Migrant Programs

Texas A&M International University

Laredo, Texas

September 2004 to Present

- Established the new College Assistance Migrant Program (CAMP) grant received by Texas A&M International University (funded by the U.S. Department of Education) in 2004.
- Established the new High School Equivalency Program (HEP) grant received by TAMIU in 2006.
- Managed the CAMP and HEP program administration including contract compliance, budget development, program expenditures, financial compliance, program evaluation, performance reporting and financial reporting.
- Provided technical assistance to other program staff in the Office of Special Programs as needed.
- Develop new grant applications and proposals.
- Have been Director of CAMP 2004-2014 and Director of HEP since 1990 (before joining TAMIU).

### Executive Director, SER-Jobs for Progress Southwest Texas, Inc.

Laredo, Texas

September 1990 to September 2004

- Provided general management and development of this non-profit corporation. Responsibilities include program development primarily through proposal writing to generate funding necessary to maintain program operations.
- Provided management of operations to ensure that established goals and objectives are met and that services are provided. Prepare and submit reports to funding agencies as required.
- Provided human resources management and financial oversight.
- Provided fiscal management.
- Grants and Contracts administration: Managed grants and worked with staff from
  - U.S. Department of Education
    - High School Equivalency Program (1990 – 2004)
    - Migrant Education Even Start Program (1996 – 2000)
  - U.S. Department of Health and Human Services
    - Educational Development Program
  - U.S. Department of Labor
    - Adult Education for Migrant Farmworkers Program
  - Texas Education Agency
    - Adult Education Program (GED, Basic Education, ESL)
  - Texas Workforce Commission
    - AmeriCorps
  - South Texas Workforce Development Board
    - Texas Workforce Centers management
    - Basic Education Program
    - Job Readiness
    - Youth Services
- Developed and managed annual operating budgets ranging from \$30,000 to \$6.5 million.
- Managed staff ranging from 10 to over 120 employees located in 7 counties.

- Liaison with program participants, state and federal legislators, local elected officials, the media and the general public.
- Reported to and worked with a 9-member board of directors.

### **Trustee, United Independent School District**

Laredo, Texas

May 1996 to May 2001

- Served on the Board of Trustees of United ISD for 5 years.
  - Served as Vice-President of the Board
  - Served on the Instructional Committee

### **Director of Vocational Services**

Laredo State Center (Texas Department of Mental Health and Mental Retardation)

Laredo, Texas

October 1986 to September 1990

- Managed the training and employment program for individuals with mental or developmental disabilities.
- Developed the employment and training program “from the ground up”, consisting of 20 staff providing rehabilitation training and employment to 60 to 75 participants with disabilities.
- Started and supervised the Employment Rehabilitation Services (ERS) program; Supervised the Developmental Disabilities (DD) Program
- Developed numerous janitorial, lawn maintenance, highway park maintenance and assembly contracts with private and public entities.
- Developed budgets and managed funds from the Texas Department of Mental Health and Mental Retardation, the Texas Rehabilitation Commission and the Texas Planning Council for Developmental Disabilities.
- Developed working knowledge of mental health and mental retardation residential community programs, including applicable laws, standards, policies and functions.
- Developed effective relationships with clients and their families, advocacy groups, state and federal agencies, state legislators and the general public.

### **Chairman and Chief Executive Officer**

LULAC Haven, Inc. (Non-profit Corporation)

Laredo, Texas

1984 to 1986

- Prepared proposal and oversaw final phases of construction and operation of a \$1.5 million, 48 unit housing development for elderly and handicapped.
- Established the corporation’s operating procedures, financial accounts and insurance coverage.
- Coordinated work flow and documentation between architects, owners, general contractor and U.S. Department of Housing and Urban Development (HUD).
- Developed budgets and prepared reports to the U.S. Department of Housing and Urban Development.

### **Center Director**

Laredo Job Corps Center

Laredo, Texas

1983 to 1986

- Oversaw all operations including 60 employees and 180 corps members.
- Coordinated training program with Laredo Junior College
- Oversaw annual operations of \$2.5 million, including Accounting and Financial Management, Outreach and recruitment, Basic Education, Work Skills Training, Residential Living, Food Service, Security, Health Services, Job Placement, Capital Improvements
- Introduced computerized data processing to finance department.
- Improved center's performance from low performing (13<sup>th</sup>) to high performing (3<sup>rd</sup> out of 14) in 1 year.
- Received "Most Improved Center" in a five-state region recognition from US Department of Labor in 1985.
- Corrected an inherited cost overrun and received audits with no questioned or disallowed costs.

### **Director of Personnel / Assistant Director of Administrative Services**

Texas A&M International University

Laredo, Texas

1980 to 1983

- Provided Human Resources functions for the University, overseeing HR management of over 160 employees.
- Developed and provided staff development for non-instructional staff.
- Administered benefits programs for all University employees.
- Administered the University's payroll function.
  - Provided oversight of administrative services including student services, financial aid, physical plant, and grounds maintenance.

Child Support Enforcement Officer (1977 to 1980)

Child Protective Services Worker (1975 to 1977)

Food Stamps Eligibility Technician (1974 to 1975)

Texas Department of Human Services

Laredo, Texas

Child Support Enforcement Officer (1977-1980)

- Established child support orders.
- Monitored child support payments.
- Enforced child support court orders.

Child Protective Services Worker (1975-1977)

- Investigated child abuse and child neglect complaints.
- Provided case management in child abuse/neglect families.

Food Stamps Eligibility Worker (1974-1975)

- Determined food stamps eligibility.

Mathematics Teacher

W.B. Travis High School, Austin ISD

Austin, Texas

1973 to 1974

- Taught Algebra, Computer Programming and Fundamentals of Math.

## **Education**

- 1980 – 1982, Post graduate MBA level business courses
  - Texas A&M International University, Laredo, Texas
    - Accounting, Management, Marketing
- 1973, Bachelor of Science in Education
  - University of North Texas, Denton, Texas
    - Major in Mathematics, Minor in History

## **Professional and Civic**

- Commissioner, City of Laredo, Texas Planning and Zoning Commission, 2006 to 2010.
- President, National HEP/CAMP Association, Inc., 2003-2005
- Charter Member, National HEP/CAMP Association, Inc. Board of Directors, 2001-2007
- Trustee, United Independent School District, Laredo, 1996 to 2001.
- Member BEST (Mayor's Committee for the Disabled), 1987-1990.
- Member South Texas Workforce Development Board, 1993 – 1998.
- Member, South Texas Tech-Prep Board of Directors, 1994 to present.
- Member, Literacy Volunteers of America-Laredo Advisory Committee, 1995 to 2009.
- Laredo Community College Adult and Continuing Education Advisory Committee, 1984 to 1986, and 1993 to 2010.
- City of Laredo Charter Revision Committee, 1986-1987.

# **JOB DESCRIPTIONS**

## POSITION DESCRIPTIONS

### **Director of Migrant Programs**

Responsible for the overall planning, management, and administration of the College Assistance Migrant Program (CAMP) and High School Equivalency Program (HEP) federal grants. Oversee office operations; prepare and produce budget and performance reports; and manage student recruitment and program services. Direct, implement, and oversee the CAMP and HEP programs, in accordance with the approved scope of work and budget. Provide vision, planning, leadership, liaison, and accountability for the HEP and CAMP programs. Monitor and manage CAMP and HEP program budgets. Responsible for staffing the CAMP and HEP programs. Supervise, train, and evaluate program staff. Develop and maintain effective office management, data collection, filing, and reporting systems. Prepare and submit required progress and financial reports to the granting agency as required. Participate in outreach and recruitment activities. Attend meetings and serve on University committees. Perform other related duties as assigned.

### **Required Qualifications**

- Master's degree in Education, Business Administration, or other related field.
- Five or more years' experience in student recruitment, student services, or education with supervisory and budgetary responsibilities.
- Additional relevant experience may replace education requirement.
- Strong computer knowledge, including word processing, spreadsheets, databases, and presentation software.

### **Preferred Qualifications**

- Experience working with migrant or seasonal farmworkers.
- Experience administering federal or state grants.
- Experience in grant writing.
- Experience in higher education.
- Knowledge of publication development software.

## **Student Success Coordinator (CAMP)**

Responsible for providing support services (including student retention) to CAMP students under the supervision of the CAMP Director. Monitor CAMP students' academic progress and compliance with attendance, tutoring, and other CAMP requirements and activities. Counsel students, as needed, to ensure that 86% of CAMP students complete their first academic year as required by program regulations and 85% of CAMP students continue for their second year of college. Provide and arrange support services to CAMP students including tutoring, study skills, time management, conflict resolution, financial aid information, scholarship information, orientation to CAMP, career exploration, and other support services as needed. Monitor progress towards meeting CAMP program goals. Evaluate program services to ensure that goals are met. Plan and monitor expenses to ensure that they are in compliance with approved budget. Assist CAMP Director with the preparation of annual progress report, annual budget, and other reports as needed. Supervise CAMP mentors and work study. Organize, plan, and conduct meetings, workshops, community service, and guest speakers for CAMP students. Plan and conduct educational, cultural, and recreational activities and trips. Assist CAMP students with class registration and provide academic advisement. Maintain confidential CAMP student documentation, information, records, and files. Assist the CAMP Outreach & Retention Specialist with outreach and recruitment of prospective CAMP students. Provide follow-up services to monitor the academic progress of previous CAMP students. Coordinate with external agencies and service providers for support services such as health care, child care, etc. Maintain the CAMP website and Facebook page. Provide transportation to students as needed. Serve as advocate for CAMP students. Attend meetings and trainings as required. Perform other related duties as assigned.

### **Required Qualifications**

- Bachelor's degree.
- One or more years' experience providing student support services such as recruitment, retention, counseling, instruction, registration, and/or student activities.
- Additional relevant experience may replace education requirement.
- Additional relevant education may replace experience requirement.
- Knowledge of word processing, spreadsheets, and databases.
- Must possess a valid driver's license.

### **Preferred Qualifications**

- Bachelor's or higher degree in Education, Counseling, or related field.
- Experience working with students from migrant or seasonal farm worker families.
- Experience in management, administration, or counseling in an educational setting.
- Knowledge of Word, Excel, Access, PowerPoint, Publisher, and/or web page development and maintenance.
- Familiarity with Banner and/or FAMIS.
- Bilingual (English/Spanish) skills.

## **Recruiter (CAMP)**

Responsible for outreach, recruitment, and retention of participants in the College Assistance Migrant Program (CAMP), under the supervision of the CAMP Director. Develop and implement an effective CAMP recruitment plan to ensure that the CAMP annual student enrollment goal is met. Travel to high schools within a 200-mile radius to present to students and staff information about TAMIU and CAMP using PowerPoint presentations, brochures, posters, and other materials. Schedule, plan, and conduct visits and tours to TAMIU campus by high schools and prospective students. Maintain CAMP prospect and applicant records, monitor status of applications, and assist applicants with completion and processing of CAMP and TAMIU application documents, financial aid documents, and campus housing documents using Access database, Banner, Word, Excel, or other computer applications as necessary. Assist CAMP Student Success Coordinator in providing support services to CAMP students. Provide student academic advising using the Banner student information system. Assist in planning and conducting educational, cultural, community service, and recreational activities. Assist in the development of CAMP PowerPoint presentations, brochures, posters, correspondence, and other documents. Maintain the CAMP website and Facebook page. Provide transportation to students as needed. Provide advocacy for CAMP applicants and students. Perform other related duties as assigned.

### **Required Qualifications**

- Bachelor's degree.
- One year experience working with high school students, student services, student activities, student outreach, recruitment, public relations, or related area.
- Additional relevant education may replace experience requirement.
- Knowledge of PowerPoint, MS Outlook, Word, Excel.
- Valid driver's license.

### **Preferred Qualifications**

- Experience working with students from farmworker families.
- Knowledge of MS Access, MS Publisher, and/or website development/maintenance.
- Familiarity with Banner student information system.

# **LETTERS OF SUPPORT**

# UNITED INDEPENDENT SCHOOL DISTRICT

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## **Board of Trustees**

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**Roberto J. Santos**  
**Superintendent**

201 Lindenwood Drive  
Laredo, Texas 78045  
Phone: (956) 473-6219  
Facsimile: (956) 728-8691

March 3, 2016

Dr. Julio F. Madrigal, Executive Director  
Office of Special Programs  
Texas A&M International University  
5201 University Boulevard  
Laredo TX 78054

Dear Dr. Madrigal:

It is with great pleasure that the United ISD Superintendent's Office submits this letter of support for Texas A&M International University's College Assistance Migrant Program (CAMP) grant proposal that, if funded, will begin on July 1, 2016 and will continue for five years. We recognize and underscore the need for the services provided by CAMP and know that TAMIU is an excellent resource in our community.

The migrant and seasonal farmworker population we mutually serve will continue to benefit from this program. Students will have an opportunity to succeed in a university environment and be better prepared to enter today's society. Without CAMP, many of the students served may not have the financial resources or support needed to succeed in their postsecondary education.

In the past, UISD has collaborated with the TAMIU CAMP through referrals of Migrant seniors to the program. Additionally, we have taken our students on tours of the TAMIU campus with CAMP personnel as tour guides. TAMIU CAMP personnel have presented at monthly Migrant Parent Advisory Council (PAC) meetings and we have provided Certificate of Eligibility (COE) information as needed when students have applied for the CAMP scholarships.

The TAMIU CAMP program has been very beneficial to our Migrant community and it is hoped that you will continue to provide these services for the next five years.

Texas A&M International University is an outstanding institution and we wholeheartedly offer our support to this grant in order that TAMIU may continue to offer much-needed programs for Migrant students.

Very sincerely yours,

Roberto J. Santos  
Superintendent

March 4, 2016

Julio F. Madrigal  
Executive Director, Office of Special Programs  
Texas A&M International University  
5201 University Boulevard  
Laredo, Texas 78401

Dr. Madrigal,

It is with great pleasure that the Pharr-San Juan-Alamo ISD Migrant Education Program submits this letter of support for the Texas A&M International University's College Assistance Migrant Program (C.A.M.P.) for the continuation of the program at Texas A&M International University.

PSJA ISD has sent several migrant students to the CAMP at Texas A&M International University, and they have all shared positive feedback with our counseling staff. PSJA ISD has and will continue to benefit from the program. Without CAMP, many of the students served many not have the financial resources necessary to succeed in post-secondary education.

Please give the Texas A&M International University consideration when awarding the grant to continue this successful program.

Sincerely,

(b)(6)

Pedro Trevino  
Migrant Director  
Pharr-San Juan-Alamo ISD



## La Joya

*Independent School District*

### **Migrant Education Program**

200 E. Expressway 83, La Joya, Texas 78560

Tel. (956) 323-2560

Fax (956) 323-2565

j.flores8@lajoyaisd.net

#### **Board of Trustees**

*John V. Alaniz, President*  
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*Esperanza "Espie" Ochoa., Member*  
*Joel Garcia Sr., Member*

It is with great confidence that the La Joya Independent School District Migrant Education Program endorses TAMIU's CAMP as effective and innovative educational leaders. This program benefits many migrant students and has life changing outcomes for so many people.

Your efforts are greatly appreciated,

(b)(6)

José R. Flores

Migrant Education Program Director

La Joya Independent School District

***Mr. Jose Roel Flores, Migrant Services Director***  
***Educational Excellence: The Right of Every Student***



# Region One Education Service Center

1900 W. Schunior, Edinburg, TX 78541 ♦ Ph (956) 984-6000 ♦ Fax (956) 984-7655

*Cornelio Gonzalez, Ph.D.*  
*Executive Director*

March 1, 2016

Efrain D Sanchez  
Director of Migrant Programs  
Texas A&M International University  
Office of Special Programs  
SC 128D  
Laredo, TX 78041

Dear Mr. Sanchez,

It is with great pleasure that Region One Education Service Center writes this letter in support of the Texas A&M International University College Assistance Migrant Program (CAMP) grant proposal. Migrant students must overcome academic, cultural and language barriers, social isolation, health-related problems and other factors that often hinder academic achievement. The CAMP project being proposed by Texas A&M International University is such a program that will offer these individuals an instructional, motivational and supportive program that will ensure they meet the same challenging standards and student performance standards all college students are expected to meet.

CAMP has traditionally provided support and assistance to freshman migrant students in their transition from high school to the college experience. It has always been an extremely gratifying experience to see a young migrant student complete his or her college education.

The Region One Education Service Center Migrant Program will support the CAMP project by providing assistance with the identification and recruitment of migrant students. To that end, we endorse this program and greatly appreciate the commitment of Texas A&M International University. Thank you for your interest in this valuable project.

Respectfully

(b)(6)

Dr. Cornelio Gonzalez  
Executive Director

(b)(6)

# **BIBLIOGRAPHY**

## BIBLIOGRAPHY

1. U.S. Department of Education, Office of Migrant Education, Annual Directors Meeting 2015.
2. Region I Education Service Center, 2016.
3. National Agricultural Workers Survey (2007-2009).
4. American Council on Education (2007).
5. The Dallas Morning News (2010).
6. U. S. Census (2010).
7. Office of Institutional Research, Texas A&M International University (2015).
8. Morterson (1999).

# **INDIRECT COST AGREEMENT**



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Service  
Division of Cost Allocation

Room 732  
1301 Young Street  
Dallas, TX 75202  
PHONE: (214) 767-3261  
FAX: (214) 767-3264

July 31, 2012

Mr. Juan J. Castillo  
VP for Finance & Administration  
Texas A&M International University  
5201 University Blvd  
Laredo, Texas 78041-1900

Dear Mr. Castillo:

A copy of an indirect cost Rate Agreement is being faxed to you for signature. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the original signed by an authorized representative of your organization and fax it to me, retaining the copy for your files. Our fax number is 214-767-3264. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal, together with the supporting information, is required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on actual costs for the fiscal year ending 8/31/2015 is due in our office by 2/28/2016.

Sincerely

(b)(6)

Arif Karim  
Director, Central States Field Office  
Division of Cost Allocation

Enclosures

PLEASE SIGN AND FAX A COPY OF THE RATE AGREEMENT

**COLLEGES AND UNIVERSITIES RATE AGREEMENT**

EIN: 1741761398A1

DATE:07/31/2012

**ORGANIZATION:**

Texas A & M International University  
 The Texas A & M University System  
 200 Technology Way  
 A&M System Building, Suite 2003  
 College Station, TX 77845-3424

FILING REF.: The preceding agreement was dated 08/27/2009

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

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**SECTION I: Facilities And Administrative Cost Rates**

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RATE TYPES:      FIXED                  FINAL                  PROV. (PROVISIONAL)      PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	09/01/2009	08/31/2012	52.00	On Campus	All Programs (1)
PRED.	09/01/2009	08/31/2012	22.00	Off Campus	All Programs (1)
PRED.	09/01/2012	08/31/2016	39.00	On Campus	All Programs (2)
PRED.	09/01/2012	08/31/2016	13.00	Off Campus	All Programs (2)
PROV.	09/01/2016	Until Amended			Use same rates and conditions as those cited for fiscal year ending August 31, 2016.

\*BASE

ORGANIZATION: Texas A & M International University The Texas A & M University System

AGREEMENT DATE: 7/31/2012

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(1) Direct salaries and wages including vacation, holiday, sick pay and other paid absences but excluding all other fringe benefits.

(2) Modified total direct costs, consisting of all salaries and wages, fringe benefits, materials, supplies, services, travel and subgrants and subcontracts up to the first \$25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, student tuition remission, rental costs of off-site facilities, scholarships, and fellowships as well as the portion of each subgrant and subcontract in excess of \$25,000.

ORGANIZATION: Texas A & M International University The Texas A & M University System

AGREEMENT DATE: 7/31/2012

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**SECTION II: SPECIAL REMARKS**

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TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

OFF-CAMPUS DEFINITION: For all activities performed in facilities not owned by the institution and to which rent is directly allocated to the project(s), the off-campus rate will apply. Actual costs will be apportioned between on-campus and off-campus components. Each portion will bear the appropriate rate.

Equipment Definition -

Equipment means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

FRINGE BENEFITS:

FICA

Retirement

Worker's Compensation

Group Life Insurance

Unemployment Insurance

Health Insurance

Accrued Compensated Absences

ORGANIZATION: Texas A & M International University The Texas A & M University System

AGREEMENT DATE: 7/31/2012

**SECTION III: GENERAL**

**A. LIMITATIONS:**

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

**B. ACCOUNTING CHANGES:**

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

**C. FIXED RATES:**

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

**D. USE BY OTHER FEDERAL AGENCIES:**

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

**E. OTHER:**

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

Texas A & M International University The Texas A & M University System

(b)(6)

(SIGNATURE)

Juan J. Castillo

(NAME)

VP for Fin. & Adm.

(TITLE)

08-06-2012

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(b)(6)

Arif Karim

(NAME)

Director, Central States Field Office

(TITLE)

7/31/2012

(DATE) 0510

HHS REPRESENTATIVE: Denise Shirlee

Telephone: (214) 767-3261

## Budget Narrative File(s)

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\* **Mandatory Budget Narrative Filename:**

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To add more Budget Narrative attachments, please use the attachment buttons below.

**Texas A&M International University  
CAMP Year 1 (2016-2017) Budget**

<b>1. PERSONNEL</b>	<b>Persons</b>	<b>Monthly Salary</b>	<b>Time %</b>	<b>No. of Months</b>	<b>Total</b>
Project Director	1	\$7,413	100%	12	\$ 88,960
Student Success Coordinator	1	\$3,304	100%	10.5	34,689
Recruiter	1	\$3,264	100%	10.5	34,271
Student Mentor - Work Study	2	\$0	49%	9	-
<b>TOTAL PERSONNEL</b>					<b>\$ 157,920</b>

<b>2. FRINGE BENEFITS</b>		<b>% Fringe</b>	<b>Ins Amt</b>	<b>Total</b>
Project Director	1	17.80%	\$695.00	\$ 24,175
Student Success Coordinator	1	17.80%	\$695.00	13,472
Recruiter	1	17.80%	\$695.00	13,398
Student Mentor - Work Study	2	2.40%	\$0.00	-
<b>TOTAL FRINGE BENEFITS</b>				<b>\$ 51,045</b>

<b>3. TRAVEL</b>	<b>Total</b>
A. HEP/CAMP Conference - Sacramento CA - October 2016 (Project Director / Student Success Coordinator / Recruiter) Travel to/from Airport \$120; Airfare \$1,875; Lodging \$1,159; Meals \$768 Registration \$675	4,598
B. Texas Migrant Conference - South Padre Island, TX, October 2016 (Director / Academic Coordinator / Recruiter) Car Rental and Fuel - \$285; Registration \$350 per person Lodging \$587; Meals \$531	2,453
C. Annual meeting with OME - Washington, DC - July 2016 (Director) Airfare & baggage fees - \$680; Lodging \$200/night x 4 nights Meals \$69/day x 5 days, Ground Transportation \$80	1,905
D. School Recruitment Visits (Recruiter) - Year round 35 days car rental @ \$49/day; Gasoline - \$20/day X 35; 12 days lodging @ \$95/day; 24 days per diem @ \$51/day	4,779
E. Staff costs for CAMP Leadership academy -	236
<b>TOTAL STAFF TRAVEL</b>	<b>\$ 13,971</b>

<b>4. EQUIPMENT</b>	<b>Total</b>
None	0
<b>TOTAL EQUIPMENT</b>	<b>\$ -</b>

**Texas A&M International University  
CAMP Year 1 (2016-2017) Budget**

<b>5. SUPPLIES</b>	<b>Total</b>
A. Office supplies - Filing supplies, mailing supplies, pens, paper, desk supplies, markers, printer supplies, toner, ink, etc. for staff and student use	4,000
B. 1 printer for CAMP student lab	400
C. 1 laptop computer, 2 desktop computers, 2 printers for staff	3,200
<b>TOTAL SUPPLIES</b>	<b>\$ 7,600</b>

<b>6. CONTRACTUAL</b>	<b>Total</b>
A. External Evaluator - 2 days onsite plus desk work. Includes travel costs and professional fees.	5,000
B. Shredding services for confidential CAMP materials (contracted by TAMIU)	336
C. Two team building / developmental workshops for CAMP Students	600
<b>TOTAL CONTRACTUAL</b>	<b>\$ 5,936</b>

<b>7. CONSTRUCTION</b>	<b>Total</b>
None	\$ -

<b>8. OTHER</b>	<b>Total</b>
A. Communications- Phone service \$80/mo, Postage and shipping \$10/mo for 12 months	1,080
B. Printing and publications (brochures, recruitment materials, posters)	600
C. Participant Recruitment and Promotional Materials (T-Shirts, Pens, Cups, Signs, Displays, other items)	2,200
D. Meals for High School CAMP prospects during campus visits to cover additional costs above what the schools provide - \$3/student & HS staff X 40/visit X 10/year	1,200
E. National HEP/CAMP Association Dues	1,200
F. Participant Activities	
(1) Community Service Activities (\$12/person X 40 students/mentors/staff X 4/year)	1,920
(2) CAMP Participant monthly meeting expenses	270
(3) Meals for CAMP Students during CAMP Orientation	2,400
G. Participant Educational Materials - Class & lab supplies, USB sticks, backpacks Notebooks, consumable school supplies- \$100/student X 36	3,600
H. Participant Health Care and Medicine - Based on \$80 /student x 36 students	2,880
I. Participant Cultural/Educational Trips and Student Activities	
(1) 2 Events throughout the year - \$40/student + 3 staff + 2 mentors	3,280
(2) 4 Student activities throughout the year - \$15/student (31) + 2 staff + 2 mentors	2,100
J. Participant Recognition Ceremonies - End of Fall and Spring semesters	1,000
K. Participant Costs for CAMP Student Summer Leadership Academy - 6 students, 1 staff Reg - \$300/student; Minivan rental-\$70/day x 4; Gasoline-\$60; Meals- \$70/student	2,560
L. Participant Test Fees (CLEP-\$105 ea. X 40 tests, Noel-Levitz CSI-\$8 ea.)	4,488
<b>TOTAL OTHER</b>	<b>\$ 30,778</b>

<b>9. TOTAL DIRECT COSTS</b>	<b>Total</b>
	<b>\$ 267,250</b>

<b>10. TOTAL INDIRECT COSTS (8%)</b>	<b>Total</b>
	<b>\$ 21,380</b>

**Texas A&M International University  
CAMP Year 1 (2016-2017) Budget**

**11. PARTICIPANT STIPENDS**

**Total**

A. CAMP Scholarships for participant educational expenses for Fall and Spring to apply towards Room and Board, Tuition, Fees, Textbooks - \$1,500 per semester X 36	108,000
B. Weekly Stipends - Fall/Spring - \$15/week/participant X 34 weeks	18,360
C. Participant Educational Expenses for Wintermester Short Term Tuition, Fees, Housing, Textbooks - \$1,250/student X 8	10,000
<b>TOTAL PARTICIPANT STIPENDS</b>	<b>\$ 136,360</b>

**BUDGET SUMMARY**

**Total**

	<b>Total Personnel Cost</b>	157,920
	<b>Fringe Benefits</b>	51,045
	<b>Total Staff Travel</b>	13,971
	<b>Total Equipment</b>	-
	<b>Total Supplies</b>	7,600
	<b>Total Contractual</b>	5,936
	<b>Total Construction</b>	-
	<b>Total Other</b>	30,778
	<b>Total Direct Costs</b>	267,250
	<b>Total Indirect Costs</b>	21,380
	<b>Participant Stipends</b>	136,360
	<b>Total Cost</b>	<b>\$ 424,989</b>

**Texas A&M International University  
CAMP Year 2 (2017-2018) Budget**

<b>1. PERSONNEL</b>	<b>Persons</b>	<b>Monthly Salary</b>	<b>Time %</b>	<b>No. of Months</b>	<b>Total</b>
Project Director (New Director to New Director to be hired upon current Director's retirement.	1	\$5,827	100%	12	\$ 69,930
Student Success Coordinator	1	\$3,370	100%	12	40,440
Recruiter	1	\$3,329	100%	12	39,952
Student Mentor - Work Study	2	\$0	49%	9	-
<b>TOTAL PERSONNEL</b>					<b>\$ 150,322</b>

<b>2. FRINGE BENEFITS</b>		<b>% Fringe</b>	<b>Ins Amt</b>	<b>Total</b>
Project Director	1	17.80%	\$695.00	\$ 20,787
Student Success Coordinator	1	17.80%	\$695.00	15,538
Recruiter	1	17.80%	\$695.00	15,451
Student Mentor - Work Study	2	2.40%	\$0.00	-
<b>TOTAL FRINGE BENEFITS</b>				<b>\$ 51,777</b>

<b>3. TRAVEL</b>	<b>Total</b>
A. HEP/CAMP Conference - October (Project Director / Student Success Coordinator / Recruiter) Travel to/from Airport \$120; Airfare \$1,875; Lodging \$1,159; Meals \$768 Registration \$675	4,598
B. Texas Migrant Conference - November (Director / Academic Coordinator / Recruiter) Car Rental and Fuel - \$285; Registration \$350 per person Lodging \$587; Meals \$531	2,453
C. Annual meeting with OME - Washington, DC - July (Director) Airfare & baggage fees - \$680; Lodging \$200/night x 4 nights Meals \$69/day x 5 days, Ground Transportation \$80	1,905
D. School Recruitment Visits (Recruiter) - Year round 35 days car rental @ \$49/day; Gasoline - \$20/day X 35; 12 days lodging @ \$95/day; 24 days per diem @ \$51/day	4,779
E. Staff costs for CAMP Leadership academy -	236
<b>TOTAL STAFF TRAVEL</b>	<b>\$ 13,971</b>

<b>4. EQUIPMENT</b>	<b>Total</b>
None	0
<b>TOTAL EQUIPMENT</b>	<b>\$ -</b>

**Texas A&M International University  
CAMP Year 2 (2017-2018) Budget**

<b>5. SUPPLIES</b>	<b>Total</b>
A. Office supplies - Filing supplies, mailing supplies, pens, paper, desk supplies, markers, printer supplies, toner, ink, etc. for staff and student use	4,000
<b>TOTAL SUPPLIES</b>	<b>\$ 4,000</b>

<b>6. CONTRACTUAL</b>	<b>Total</b>
A. External Evaluator - 2 days onsite plus desk work. Includes travel costs and professional fees.	5,000
B. Shredding services for confidential CAMP materials (contracted by TAMIU)	336
C. Two team building / developmental workshops for CAMP Students	600
<b>TOTAL CONTRACTUAL</b>	<b>\$ 5,936</b>

<b>7. CONSTRUCTION</b>	<b>Total</b>
None	<b>\$ -</b>

<b>8. OTHER</b>	<b>Total</b>
A. Communications- Phone service \$80/mo, Postage and shipping \$10/mo for 12 months	1,080
B. Printing and publications (brochures, recruitment materials, posters)	600
C. Participant Recruitment and Promotional Materials (T-Shirts, Pens, Cups, Signs, Displays, other items)	2,400
D. Meals for High School CAMP prospects during campus visits to cover additional costs above what the schools provide - \$3/student & HS staff X 40/visit X 10/year	1,200
E. National HEP/CAMP Association Dues	1,200
F. Participant Activities	
(1) Community Service Activities (\$12/person X 40 students/mentors/staff X 4/year)	1,920
(2) CAMP Participant monthly meeting expenses	270
(3) Meals for CAMP Students during CAMP Orientation	2,400
G. Participant Educational Materials - Class & lab supplies, USB sticks, backpacks Notebooks, consumable school supplies- \$100/student X 36	3,600
H. Participant Health Care and Medicine - Based on \$80 /student x 36 students	2,880
I. Participant Cultural/Educational Trips and Student Activities	
(1) 2 Events throughout the year - \$40/student + 3 staff + 2 mentors	3,280
(2) 4 Student activities throughout the year - \$15/student (31) + 2 staff + 2 mentors	2,100
J. Participant Recognition Ceremonies - End of Fall and Spring semesters	1,000
K. Participant Costs for CAMP Student Summer Leadership Academy - 6 students, 1 staff Reg - \$300/student; Minivan rental-\$70/day x 4; Gasoline-\$60; Meals- \$70/student	2,560
L. Participant Test Fees (CLEP-\$105 ea. X 40 tests, Noel-Levitz CSI-\$8 ea.)	4,488
<b>TOTAL OTHER</b>	<b>\$ 30,978</b>

<b>9. TOTAL DIRECT COSTS</b>	<b>Total</b>
	<b>\$ 256,984</b>

<b>10. TOTAL INDIRECT COSTS (8%)</b>	<b>Total</b>
	<b>\$ 20,559</b>

**Texas A&M International University  
CAMP Year 2 (2017-2018) Budget**

**11. PARTICIPANT STIPENDS**

**Total**

A. CAMP Scholarships for participant educational expenses for Fall and Spring to apply towards Room and Board, Tuition, Fees, Textbooks - \$1,500 per semester X 36	108,000
B. Weekly Stipends - Fall/Spring - \$15/week/participant X 34 weeks	18,360
C. Participant Educational Expenses for Wintermester Short Term Tuition, Fees, Housing, Textbooks - \$1,250/student X 8	10,000
<b>TOTAL PARTICIPANT STIPENDS</b>	<b>\$ 136,360</b>

**BUDGET SUMMARY**

**Total**

	<b>Total Personnel Cost</b>	150,322
	<b>Fringe Benefits</b>	51,777
	<b>Total Staff Travel</b>	13,971
	<b>Total Equipment</b>	-
	<b>Total Supplies</b>	4,000
	<b>Total Contractual</b>	5,936
	<b>Total Construction</b>	-
	<b>Total Other</b>	30,978
	<b>Total Direct Costs</b>	256,984
	<b>Total Indirect Costs</b>	20,559
	<b>Participant Stipends</b>	136,360
	<b>Total Cost</b>	<b>\$ 413,903</b>

**Texas A&M International University  
CAMP Year 3 (2018-2019) Budget**

<b>1. PERSONNEL</b>	<b>Persons</b>	<b>Monthly Salary</b>	<b>Time %</b>	<b>No. of Months</b>	<b>Total</b>
Project Director	1	\$5,944	100%	12	\$ 71,324
Student Success Coordinator	1	\$3,471	100%	12	41,652
Recruiter	1	\$3,429	100%	12	41,144
Student Mentor - Work Study	2	\$0	49%	9	-
<b>TOTAL PERSONNEL</b>					<b>\$ 154,120</b>

<b>2. FRINGE BENEFITS</b>		<b>% Fringe</b>	<b>Ins Amt</b>	<b>Total</b>
Project Director	1	17.80%	\$695.00	\$ 21,036
Student Success Coordinator	1	17.80%	\$695.00	15,754
Recruiter	1	17.80%	\$695.00	15,664
Student Mentor - Work Study	2	2.40%	\$0.00	-
<b>TOTAL FRINGE BENEFITS</b>				<b>\$ 52,453</b>

<b>3. TRAVEL</b>	<b>Total</b>
A. HEP/CAMP Conference - October (Project Director / Student Success Coordinator / Recruiter) Travel to/from Airport \$120; Airfare \$1,875; Lodging \$1,159; Meals \$768 Registration \$675	4,598
B. Texas Migrant Conference - November (Director / Academic Coordinator / Recruiter) Car Rental and Fuel - \$285; Registration \$350 per person Lodging \$587; Meals \$531	2,453
C. Annual meeting with OME - Washington, DC - July (Director) Airfare & baggage fees - \$680; Lodging \$200/night x 4 nights Meals \$69/day x 5 days, Ground Transportation \$80	1,905
D. School Recruitment Visits (Recruiter) - Year round 35 days car rental @ \$49/day; Gasoline - \$20/day X 35; 12 days lodging @ \$95/day; 24 days per diem @ \$51/day	4,779
E. Staff costs for CAMP Leadership academy -	236
<b>TOTAL STAFF TRAVEL</b>	<b>\$ 13,971</b>

<b>4. EQUIPMENT</b>	<b>Total</b>
None	0
<b>TOTAL EQUIPMENT</b>	<b>\$ -</b>

**Texas A&M International University  
CAMP Year 3 (2018-2019) Budget**

<b>5. SUPPLIES</b>	<b>Total</b>
A. Office supplies - Filing supplies, mailing supplies, pens, paper, desk supplies, markers, printer supplies, toner, ink, etc. for staff and student use	4,200
<b>TOTAL SUPPLIES</b>	<b>\$ 4,200</b>

<b>6. CONTRACTUAL</b>	<b>Total</b>
A. External Evaluator	-
B. Shredding services for confidential CAMP materials (contracted by TAMIU)	336
C. Two team building / developmental workshops for CAMP Students	600
<b>TOTAL CONTRACTUAL</b>	<b>\$ 936</b>

<b>7. CONSTRUCTION</b>	<b>Total</b>
None	\$ -

<b>8. OTHER</b>	<b>Total</b>
A. Communications- Phone service \$80/mo, Postage and shipping \$10/mo for 12 months	1,080
B. Printing and publications (brochures, recruitment materials, posters)	600
C. Participant Recruitment and Promotional Materials (T-Shirts, Pens, Cups, Signs, Displays, other items)	2,400
D. Meals for High School CAMP prospects during campus visits to cover additional costs above what the schools provide - \$3/student & HS staff X 40/visit X 10/year	1,200
E. National HEP/CAMP Association Dues	1,200
F. Participant Activities	
(1) Community Service Activities (\$12/person X 40 students/mentors/staff X 4/year)	1,920
(2) CAMP Participant monthly meeting expenses	270
(3) Meals for CAMP Students during CAMP Orientation	2,400
G. Participant Educational Materials - Class & lab supplies, USB sticks, backpacks Notebooks, consumable school supplies- \$100/student X 36	3,600
H. Participant Health Care and Medicine - Based on \$80 /student x 36 students	2,880
I. Participant Cultural/Educational Trips and Student Activities	
(1) 2 Events throughout the year - \$40/student + 3 staff + 2 mentors	3,280
(2) 4 Student activities throughout the year - \$15/student (31) + 2 staff + 2 mentors	2,100
J. Participant Recognition Ceremonies - End of Fall and Spring semesters	1,000
K. Participant Costs for CAMP Student Summer Leadership Academy - 6 students, 1 staff Reg - \$300/student; Minivan rental-\$70/day x 4; Gasoline-\$60; Meals- \$70/student	2,560
L. Participant Test Fees (CLEP-\$105 ea. X 40 tests, Noel-Levitz CSI-\$8 ea.)	4,488
<b>TOTAL OTHER</b>	<b>\$ 30,978</b>

<b>9. TOTAL DIRECT COSTS</b>	<b>Total</b>
	<b>\$ 256,658</b>

<b>10. TOTAL INDIRECT COSTS (8%)</b>	<b>Total</b>
	<b>\$ 20,533</b>

**Texas A&M International University  
CAMP Year 3 (2018-2019) Budget**

**11. PARTICIPANT STIPENDS**

**Total**

A. CAMP Scholarships for participant educational expenses for Fall and Spring to apply towards Room and Board, Tuition, Fees, Textbooks - \$1,500 per semester X 36	108,000
B. Weekly Stipends - Fall/Spring - \$15/week/participant X 34 weeks	18,360
C. Participant Educational Expenses for Wintermester Short Term Tuition, Fees, Housing, Textbooks - \$1,250/student X 8	10,000
<b>TOTAL PARTICIPANT STIPENDS</b>	<b>\$ 136,360</b>

**BUDGET SUMMARY**

**Total**

	<b>Total Personnel Cost</b>	154,120
	<b>Fringe Benefits</b>	52,453
	<b>Total Staff Travel</b>	13,971
	<b>Total Equipment</b>	-
	<b>Total Supplies</b>	4,200
	<b>Total Contractual</b>	936
	<b>Total Construction</b>	-
	<b>Total Other</b>	30,978
	<b>Total Direct Costs</b>	256,658
	<b>Total Indirect Costs</b>	20,533
	<b>Participant Stipends</b>	136,360
	<b>Total Cost</b>	<b>\$ 413,551</b>

**Texas A&M International University  
CAMP Year 4 (2019-2020) Budget**

<b>1. PERSONNEL</b>	<b>Persons</b>	<b>Monthly Salary</b>	<b>Time %</b>	<b>No. of Months</b>	<b>Total</b>
Project Director	1	\$6,122	100%	12	\$ 73,464
Student Success Coordinator	1	\$3,575	100%	12	42,900
Recruiter	1	\$3,531	100%	12	42,376
Student Mentor - Work Study	2	\$0	49%	9	-
<b>TOTAL PERSONNEL</b>					<b>\$ 158,740</b>

<b>2. FRINGE BENEFITS</b>		<b>% Fringe</b>	<b>Ins Amt</b>	<b>Total</b>
Project Director	1	17.80%	\$695.00	\$ 21,417
Student Success Coordinator	1	17.80%	\$695.00	15,976
Recruiter	1	17.80%	\$695.00	15,883
Student Mentor - Work Study	2	2.40%	\$0.00	-
<b>TOTAL FRINGE BENEFITS</b>				<b>\$ 53,276</b>

<b>3. TRAVEL</b>	<b>Total</b>
A. HEP/CAMP Conference - October (Project Director / Student Success Coordinator / Recruiter) Travel to/from Airport \$120; Airfare \$1,875; Lodging \$1,159; Meals \$768 Registration \$675	4,598
B. Texas Migrant Conference - November (Director / Academic Coordinator / Recruiter) Car Rental and Fuel - \$285; Registration \$350 per person Lodging \$587; Meals \$531	2,453
C. Annual meeting with OME - Washington, DC - July (Director) Airfare & baggage fees - \$680; Lodging \$200/night x 4 nights Meals \$69/day x 5 days, Ground Transportation \$80	1,905
D. School Recruitment Visits (Recruiter) - Year round 35 days car rental @ \$49/day; Gasoline - \$20/day X 35; 12 days lodging @ \$95/day; 24 days per diem @ \$51/day	4,779
E. Staff costs for CAMP Leadership academy -	236
<b>TOTAL STAFF TRAVEL</b>	<b>\$ 13,971</b>

<b>4. EQUIPMENT</b>	<b>Total</b>
None	0
<b>TOTAL EQUIPMENT</b>	<b>\$ -</b>

**Texas A&M International University  
CAMP Year 4 (2019-2020) Budget**

<b>5. SUPPLIES</b>	<b>Total</b>
A. Office supplies - Filing supplies, mailing supplies, pens, paper, desk supplies, markers, printer supplies, toner, ink, etc. for staff and student use	4,200
<b>TOTAL SUPPLIES</b>	<b>\$ 4,200</b>

<b>6. CONTRACTUAL</b>	<b>Total</b>
A. External Evaluator - 2 days onsite plus desk work. Includes travel costs and professional fees.	5,000
B. Shredding services for confidential CAMP materials (contracted by TAMIU)	336
C. Team Building / Developmental Workshops for CAMP Students	600
<b>TOTAL CONTRACTUAL</b>	<b>\$ 5,936</b>

<b>7. CONSTRUCTION</b>	<b>Total</b>
None	\$ -

<b>8. OTHER</b>	<b>Total</b>
A. Communications- Phone service \$80/mo, Postage and shipping \$10/mo for 12 months	1,080
B. Printing and publications (brochures, recruitment materials, posters)	600
C. Participant Recruitment and Promotional Materials (T-Shirts, Pens, Cups, Signs, Displays, other items)	2,400
D. Meals for High School CAMP prospects during campus visits to cover additional costs above what the schools provide - \$3/student & HS staff X 40/visit X 10/year	1,200
E. National HEP/CAMP Association Dues	1,200
F. Participant Activities	
(1) Community Service Activities (\$12/person X 40 students/mentors/staff X 4/year)	1,920
(2) CAMP Participant monthly meeting expenses	270
(3) Meals for CAMP Students during CAMP Orientation	2,400
G. Participant Educational Materials - Class & lab supplies, USB sticks, backpacks Notebooks, consumable school supplies- \$100/student X 36	3,600
H. Participant Health Care and Medicine - Based on \$80 /student x 36 students	2,880
I. Participant Cultural/Educational Trips and Student Activities	
(1) 2 Events throughout the year - \$40/student + 3 staff + 2 mentors	3,280
(2) 4 Student activities throughout the year - \$15/student (31) + 2 staff + 2 mentors	2,100
J. Participant Recognition Ceremonies - End of Fall and Spring semesters	1,000
K. Participant Costs for CAMP Student Summer Leadership Academy - 6 students, 1 staff Reg - \$300/student; Minivan rental-\$70/day x 4; Gasoline-\$60; Meals- \$70/student	2,560
L. Participant Test Fees (CLEP-\$105 ea. X 40 tests, Noel-Levitz CSI-\$8 ea.)	4,488
<b>TOTAL OTHER</b>	<b>\$ 30,978</b>

<b>9. TOTAL DIRECT COSTS</b>	<b>Total</b>
	<b>\$ 267,101</b>

<b>10. TOTAL INDIRECT COSTS (8%)</b>	<b>Total</b>
	<b>\$ 21,368</b>

**Texas A&M International University  
CAMP Year 4 (2019-2020) Budget**

**11. PARTICIPANT STIPENDS**

**Total**

A. CAMP Scholarships for participant educational expenses for Fall and Spring to apply towards Room and Board, Tuition, Fees, Textbooks - \$1,500 per semester X 36	108,000
B. Weekly Stipends - Fall/Spring - \$15/week/participant X 34 weeks	18,360
C. Participant Educational Expenses for Wintermester Short Term Tuition, Fees, Housing, Textbooks - \$1,250/student X 8	10,000
<b>TOTAL PARTICIPANT STIPENDS</b>	<b>\$ 136,360</b>

**BUDGET SUMMARY**

**Total**

	<b>Total Personnel Cost</b>	158,740
	<b>Fringe Benefits</b>	53,276
	<b>Total Staff Travel</b>	13,971
	<b>Total Equipment</b>	-
	<b>Total Supplies</b>	4,200
	<b>Total Contractual</b>	5,936
	<b>Total Construction</b>	-
	<b>Total Other</b>	30,978
	<b>Total Direct Costs</b>	267,101
	<b>Total Indirect Costs</b>	21,368
	<b>Participant Stipends</b>	136,360
	<b>Total Cost</b>	<b>\$ 424,829</b>

**Texas A&M International University  
CAMP Year 5 (2020-2021) Budget**

<b>1. PERSONNEL</b>	<b>Persons</b>	<b>Monthly Salary</b>	<b>Time %</b>	<b>No. of Months</b>	<b>Total</b>
Project Director	1	\$6,305	100%	12	\$ 75,664
Student Success Coordinator	1	\$3,682	100%	12	44,184
Recruiter	1	\$3,637	100%	12	43,648
Student Mentor - Work Study	2	\$0	49%	9	-
<b>TOTAL PERSONNEL</b>					<b>\$ 163,496</b>

<b>2. FRINGE BENEFITS</b>		<b>% Fringe</b>	<b>Ins Amt</b>	<b>Total</b>
Project Director	1	17.80%	\$695.00	\$ 21,808
Student Success Coordinator	1	17.80%	\$695.00	16,205
Recruiter	1	17.80%	\$695.00	16,109
Student Mentor - Work Study	2	2.40%	\$0.00	-
<b>TOTAL FRINGE BENEFITS</b>				<b>\$ 54,122</b>

<b>3. TRAVEL</b>	<b>Total</b>
A. HEP/CAMP Conference - October (Project Director / Student Success Coordinator / Recruiter) Travel to/from Airport \$120; Airfare \$1,875; Lodging \$1,159; Meals \$768 Registration \$675	4,598
B. Texas Migrant Conference - November (Director / Academic Coordinator / Recruiter) Car Rental and Fuel - \$285; Registration \$350 per person Lodging \$587; Meals \$531	2,453
C. Annual meeting with OME - Washington, DC - July (Director) Airfare & baggage fees - \$680; Lodging \$200/night x 4 nights Meals \$69/day x 5 days, Ground Transportation \$80	1,905
D. School Recruitment Visits (Recruiter) - Year round 35 days car rental @ \$49/day; Gasoline - \$20/day X 35; 12 days lodging @ \$95/day; 24 days per diem @ \$51/day	4,779
E. Staff costs for CAMP Leadership academy -	236
<b>TOTAL STAFF TRAVEL</b>	<b>\$ 13,971</b>

<b>4. EQUIPMENT</b>	<b>Total</b>
None	0
<b>TOTAL EQUIPMENT</b>	<b>\$ -</b>

**Texas A&M International University  
CAMP Year 5 (2020-2021) Budget**

<b>5. SUPPLIES</b>	<b>Total</b>
A. Office supplies - Filing supplies, mailing supplies, pens, paper, desk supplies, markers, printer supplies, toner, ink, etc. for staff and student use	4,200
<b>TOTAL SUPPLIES</b>	<b>\$ 4,200</b>

<b>6. CONTRACTUAL</b>	<b>Total</b>
A. External Evaluator	-
B. Shredding services for confidential CAMP materials (contracted by TAMIU)	336
C. Team Building / Developmental Workshops for CAMP Students	600
<b>TOTAL CONTRACTUAL</b>	<b>\$ 936</b>

<b>7. CONSTRUCTION</b>	<b>Total</b>
None	\$ -

<b>8. OTHER</b>	<b>Total</b>
A. Communications- Phone service \$80/mo, Postage and shipping \$10/mo for 12 months	1,080
B. Printing and publications (brochures, recruitment materials, posters)	600
C. Participant Recruitment and Promotional Materials (T-Shirts, Pens, Cups, Signs, Displays, other items)	1,900
D. Meals for High School CAMP prospects during campus visits to cover additional costs above what the schools provide - \$3/student & HS staff X 40/visit X 10/year	1,200
E. National HEP/CAMP Association Dues	1,200
F. Participant Activities	
(1) Community Service Activities (\$12/person X 40 students/mentors/staff X 4/year)	1,920
(2) CAMP Participant monthly meeting expenses	270
(3) Meals for CAMP Students during CAMP Orientation	2,400
G. Participant Educational Materials - Class & lab supplies, USB sticks, backpacks Notebooks, consumable school supplies- \$100/student X 36	3,600
H. Participant Health Care and Medicine - Based on \$80 /student x 36 students	2,880
I. Participant Cultural/Educational Trips and Student Activities	
(1) 2 Events throughout the year - \$40/student + 3 staff + 2 mentors	3,280
(2) 4 Student activities throughout the year - \$15/student (31) + 2 staff + 2 mentors	2,100
J. Participant Recognition Ceremonies - End of Fall and Spring semesters	1,000
K. Participant Costs for CAMP Student Summer Leadership Academy - 6 students, 1 staff Reg - \$300/student; Minivan rental-\$70/day x 4; Gasoline-\$60; Meals- \$70/student	2,560
L. Participant Test Fees (CLEP-\$105 ea. X 40 tests, Noel-Levitz CSI-\$8 ea.)	4,488
<b>TOTAL OTHER</b>	<b>\$ 30,478</b>

<b>9. TOTAL DIRECT COSTS</b>	<b>Total</b>
	<b>\$ 267,203</b>

<b>10. TOTAL INDIRECT COSTS (8%)</b>	<b>Total</b>
	<b>\$ 21,376</b>

**Texas A&M International University  
CAMP Year 5 (2020-2021) Budget**

**11. PARTICIPANT STIPENDS**

**Total**

A. CAMP Scholarships for participant educational expenses for Fall and Spring to apply towards Room and Board, Tuition, Fees, Textbooks - \$1,500 per semester X 36	108,000
B. Weekly Stipends - Fall/Spring - \$15/week/participant X 34 weeks	18,360
C. Participant Educational Expenses for Wintermester Short Term Tuition, Fees, Housing, Textbooks - \$1,250/student X 8	10,000
<b>TOTAL PARTICIPANT STIPENDS</b>	<b>\$ 136,360</b>

**BUDGET SUMMARY**

**Total**

	<b>Total Personnel Cost</b>	163,496
	<b>Fringe Benefits</b>	54,122
	<b>Total Staff Travel</b>	13,971
	<b>Total Equipment</b>	-
	<b>Total Supplies</b>	4,200
	<b>Total Contractual</b>	936
	<b>Total Construction</b>	-
	<b>Total Other</b>	30,478
	<b>Total Direct Costs</b>	267,203
	<b>Total Indirect Costs</b>	21,376
	<b>Participant Stipends</b>	136,360
	<b>Total Cost</b>	<b>\$ 424,940</b>

**Grand Total Years 1 - 5 \$ 2,102,211**

U.S. DEPARTMENT OF EDUCATION  
SUPPLEMENTAL INFORMATION  
FOR THE SF-424

**1. Project Director:**

Prefix: Mr.	First Name: Efrian	Middle Name: D	Last Name: Sanchez	Suffix:
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Address:

Street1:	5201 University Boulevard
Street2:	
City:	Laredo
County:	Webb
State:	TX: Texas
Zip Code:	78041-1920
Country:	USA: UNITED STATES

Phone Number (give area code)	Fax Number (give area code)
956-326-2708	

Email Address:  
esanchez@tamui.edu

**2. Novice Applicant:**

Are you a novice applicant as defined in the regulations in 34 CFR 75.225 (and included in the definitions page in the attached instructions)?

Yes  No  Not applicable to this program

**3. Human Subjects Research:**

a. Are any research activities involving human subjects planned at any time during the proposed Project Period?

Yes  No

b. Are ALL the research activities proposed designated to be exempt from the regulations?

Yes Provide Exemption(s) #:  1  2  3  4  5  6

No Provide Assurance #, if available:

c. If applicable, please attach your "Exempt Research" or "Nonexempt Research" narrative to this form as indicated in the definitions page in the attached instructions.

	Add Attachment	Delete Attachment	View Attachment
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**U.S. DEPARTMENT OF EDUCATION  
BUDGET INFORMATION  
NON-CONSTRUCTION PROGRAMS**

OMB Number: 1894-0008  
Expiration Date: 06/30/2017

Name of Institution/Organization

Texas A&M International University

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

**SECTION A - BUDGET SUMMARY  
U.S. DEPARTMENT OF EDUCATION FUNDS**

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	157,920.00	150,322.00	154,120.00	158,740.00	163,496.00	784,598.00
2. Fringe Benefits	51,045.00	51,777.00	52,453.00	53,276.00	54,122.00	262,673.00
3. Travel	13,971.00	13,971.00	13,971.00	13,971.00	13,971.00	69,855.00
4. Equipment	0.00	0.00	0.00	0.00	0.00	0.00
5. Supplies	7,600.00	4,000.00	4,200.00	4,200.00	4,200.00	24,200.00
6. Contractual	5,936.00	5,936.00	936.00	5,936.00	936.00	19,680.00
7. Construction	0.00	0.00	0.00	0.00	0.00	0.00
8. Other	30,778.00	30,978.00	30,978.00	30,978.00	30,478.00	154,190.00
9. Total Direct Costs (lines 1-8)	267,250.00	256,984.00	256,658.00	267,101.00	267,203.00	1,315,196.00
10. Indirect Costs*	21,380.00	20,559.00	20,533.00	21,368.00	21,376.00	105,216.00
11. Training Stipends	136,360.00	136,360.00	136,360.00	136,360.00	136,360.00	681,800.00
12. Total Costs (lines 9-11)	424,990.00	413,903.00	413,551.00	424,829.00	424,939.00	2,102,212.00

**\*Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government?  Yes  No

(2) If yes, please provide the following information:

Period Covered by the Indirect Cost Rate Agreement: From: 09/01/2012 To: 08/31/2016 (mm/dd/yyyy)

Approving Federal agency:  ED  Other (please specify): Department of Health and Human Services

The Indirect Cost Rate is 39.00%.

(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC?  Yes  No If yes, you must comply with the requirements of 2 CFR § 200.414(f).

(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages?  Yes  No If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.

(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:

Is included in your approved Indirect Cost Rate Agreement? Or,  Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is 8.00%.

PR/Award # S149A160011

Name of Institution/Organization Texas A&M International University	Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.	
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**SECTION B - BUDGET SUMMARY  
NON-FEDERAL FUNDS**

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	0.00	0.00	0.00	0.00	0.00	0.00
2. Fringe Benefits	0.00	0.00	0.00	0.00	0.00	0.00
3. Travel	0.00	0.00	0.00	0.00	0.00	0.00
4. Equipment	0.00	0.00	0.00	0.00	0.00	0.00
5. Supplies	0.00	0.00	0.00	0.00	0.00	0.00
6. Contractual	0.00	0.00	0.00	0.00	0.00	0.00
7. Construction	0.00	0.00	0.00	0.00	0.00	0.00
8. Other	0.00	0.00	0.00	0.00	0.00	0.00
9. Total Direct Costs (lines 1-8)	0.00	0.00	0.00	0.00	0.00	0.00
10. Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
11. Training Stipends	0.00	0.00	0.00	0.00	0.00	0.00
12. Total Costs (lines 9-11)	0.00	0.00	0.00	0.00	0.00	0.00

**SECTION C - BUDGET NARRATIVE (see instructions)**

ED 524