



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

DATE: February 24, 2023

TO: Division Superintendents

FROM: Jillian Balow, Superintendent of Public Instruction

SUBJECT: **Distribution of Mentor Teacher Funds for Fiscal Year 2023**

The Mentor Teacher Program referenced in [Superintendent's Memo #213-22](#) provides grants to school divisions offering mentoring programs for teachers with zero years of teaching experience. Under this grant program, the VDOE will distribute the \$1.0 million in state teacher mentorship funds in a manner that provides a higher amount per first-year teacher by weighting the per teacher amount for the severity of divisions' percentage of unfilled teaching positions. This distribution reflects the weighted funding formula factors which includes: the number of instructional personnel reported, the number of first-year teachers, number of unfilled instructional personnel positions and the percentage of total unfilled positions.

The General Assembly has appropriated \$1.0 million per year in state funds to support mentoring programs for first year teachers with zero years of experience. **Attachment B** lists the Mentor Teacher funding allocations from the Lottery Proceeds Fund by school division for fiscal year 2023. **Attachment C** outlines the terms of the grant award. **Attachment A** contains the Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements.

If you have any questions about the Mentor Teacher Program, please contact Shawna LeBlond, Grants Manager, at Shawna.LeBlond@doe.virginia.gov or (804) 692-0172.

JB/JJ/sl

Attachments:

- A. [Additional Special Terms and Conditions for Grant Awards](#) (Word)
- B. [Mentor Teacher Division Awards](#) (Excel)
- C. [Terms of Grant Award](#) (Word)