Virginia Department of Education

Mentor Teacher Program Grant

Terms of Grant Award

**Grant Details:**

* **Authorized by:** Virginia Department of Education (VDOE)
* **Recipient and Grant Award Amount:** The recipients and grant award amounts for the Mentor Teacher Grant are specified in the Superintendent’s Memorandum #040-23 posted on February 24, 2023.
* **Grant Authority:** This grant is authorized under the Virginia Acts of Assembly, 2022 Special Session 1, HB30 (Chapter 2) Item 137 C.29
* **Fund Source:** Lottery Proceeds
* **Revenue Source Code:** 240291
* **Program Service Area:** 178005
* **Project Code:** APE61474
* **Grant Award Number:** MENTORTCHR-FY23
* **Recipient Type:** School Divisions
* **Grant Award Type:** New
* **Fiscal Year:** 2023

**Award Period**

The dates of the award period are July 1, 2022 - June 30, 2023.

**Terms and Conditions**

This appropriation from the lottery proceeds is to provide grants to school divisions offering mentoring programs for teachers with zero years of teaching experience (this does not include teachers who are new to a division with previous years of experience). Funds should be used to support mentoring programs. All awards are taxable to the recipient if funds are issued to individuals, and the school division is responsible for ensuring all taxes are remitted.

Awards were determined using the General Assembly’s Joint Legislative Audit and Review Commission (JLARC) recommended methodology to allocate a higher amount of teacher mentorship funds to school divisions with the largest teacher shortages. The fiscal year 2023 weighted funding formula factors include: the number of instructional personnel reported, the number of first year teachers, unfilled instructional positions, and the percentage of unfilled of total positions. The VDOE’s 2021-2022 Positions and Exits Collection was used as the primary data source for the number of instructional personnel reported and unfilled instructional positions. The 2021-2022 Mentor Teacher Program provided the number of first year teachers. School divisions with the highest percentage of unfilled of total positions were assigned a weighted score closer to 10 while school divisions with lower percentages were assigned a weighted score closer to 1. The distribution amount was determined based on the assigned ranking.

All funds will be sent via lump-sum payment.

2022 Special Session I, HB 30 (Chapter 2) currently permits school divisions that have met required local effort and required local match for fiscal year 2023 to carry forward to fiscal year 2024 any remaining state Direct Aid fund balances that are unexpended as of June 30, 2023. Specifically Item 137 24.a states: *“Any locality that has met its required local effort for the Standards of Quality accounts for FY 2023 and that has met its required local match for incentive or Lottery-funded programs in which the locality elected to participate in FY 2023 may carry over into FY 2024 any remaining state Direct Aid to Public Education fund balances available to help minimize any FY 2024 revenue adjustments that may occur in state funding to that locality. Localities electing to carry forward such unspent state funds must appropriate the funds to the school division for expenditure in FY 2024.”*

Recipients must complete the Mentor Teacher Program Report by June 9th, 2023. The report can be accessed through SSWS and will open for submission starting May 1, 2023. This report will ask school divisions to report on the status of all new teachers identified from the October data collection including whether the teacher will be returning to the school division for the 2023-2024 school year. An email reminder will be sent to all identified points of contact in SSWS. Each school division has an SSWS account manager who can assign the application to the appropriate individual.

See Attachment A for additional required special terms and conditions for grant awards or cooperative agreements required for this grant.