Virginia Department of Education

National Board Certification Incentive Award

Terms of Grant Award

**Grant Details:**

* **Authorized by:** Virginia Department of Education (VDOE)
* **Recipient and Grant Award Amount:** The school division recipients and final grant award amounts for the National Board Certification Incentive Award are specified in the Superintendent’s Memorandum #074-23, April 21, 2023, Attachment B.
* **Grant Authority:** This grant is authorized under the 2022 Virginia Acts of Assembly, Chapter 2, Item 136, Paragraph F.
* **Fund Source:** General
* **Revenue Source Code:** 240399
* **Program Service Area:** 143004
* **Recipient Type:** Subrecipient
* **Grant Award Number**: NBCTFiscalYear2023
* **Project Code:** APE61489
* **Grant Award Type:** Revision 1
* **Fiscal Year:** 2023

**Award Period**

The period of this award will be July 1, 2022 to June 30, 2023.

**Terms and Conditions**

Contingent upon available funding, the General Assembly provides state funds to award incentives to teachers in Virginia’s public schools who hold certification from the National Board for Professional Teaching Standards and meet specified criteria outlined in the Guidelines for Distributing National Board Incentive Awards approved by the Board of Education on June 28, 2012.

The initial award is $5,000 and the continuing award is $2,500. The names of the individuals submitted and verified by the school division as meeting the criteria for an initial award or continuing award for fiscal year 2023 can be accessed through the National Board Certification Incentive Award application on the Single Sign-On for Web Services platform. Once in the application, the reports link will be on the right hand side of the screen.

Original funds were distributed to employing school divisions on December 5, 2022 via a one-time lump sum payment by Electronic Data Interchange (EDI).

The VDOE notified school divisions via email that they could request their NBCIA window to be reopened in February 2023 to allow school divisions to edit their original submissions. School divisions could add teachers who were originally omitted from the Fall data collection or delete teachers who were ineligible for the award.

Additional funds from the Spring collection period will be distributed to employing school divisions by May 26, 2023 via EDI for distribution to eligible teachers. The incentive payment is taxable to the recipient, and the school division assumes responsibility for ensuring all taxes are remitted. School divisions who received an overpayment from the VDOE in December, due to teachers ineligibility, should return funds via check. Please make the check payable to the Treasurer of Virginia. The school division should include a letter providing context. The letter should reference the school division’s payee number and include project code: APE61489. Any unspent funds must be returned to the Virginia Department of Education by June 30, 2023. Please mail the check and accompanying materials to the following address:

Virginia Department of Education

Fiscal Services Division

ATTN: Shawna LeBlond

PO Box 2120

Richmond, VA 23218-2120

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