



**Virginia Department of Education  
Recruitment Incentive for Public Education (RIPE)  
Terms of Grant Award**

**Grant Details:**

- **Authorized by:** Virginia Department of Education (VDOE)
- **Grant Authority:** 2022 Special Session I, House Bill 30 (Chapter 2), Central Appropriations, Item 486, n.3
- **Recipient and Grant Award Amount:** The recipients and grant award amounts for the Recruitment Incentive for Public Education Award are specified in the [2023-2024 RIPE Division Awards](#).
- **Fund Source:** 12110
- **Revenue Source Code:** 21.027
- **Program Service Area:** 179001
- **Recipient Type:** School Divisions
- **Grant Award Type:** New
- **Fiscal Year:** 2024
- **Grant Award Number:** SLFRP1026
- **Project Code:** APE60053
- **Grant Award Type:** New

**Award Period**

The period of this award will be July 1, 2023 through July 31, 2024.

**Terms and Conditions**

Eligible teachers must be hired to fill a reported vacancy in an instructional position in a Virginia public school division between August 15, 2023 and November 30, 2023. Individuals who are employed by a local school division in Virginia as of July 1, 2023, who accept an otherwise qualifying position in another local school division are not eligible for this incentive. Individuals employed by a local school division as of July 1, 2023, who transfer from a non-hard-to-staff school to a hard-to-staff school within the same division, are eligible for this incentive. An eligible teacher will receive a \$2,500 incentive award for filling a non-hard-to-staff position, or

an incentive award of \$5,000 for a hard-to-staff position. School divisions will provide half of the incentive payment to the individual no earlier than January 1, 2024 and provide the balance of the full amount to the individual no earlier than May 1, 2024, provided the individual receive a satisfactory performance evaluation and provides a written commitment to return to the same school for the 2024-2025 school year.

The RIPE application is open in the Single Sign-On for Web Systems (SSWS) portal for school divisions to submit information on individuals eligible to receive the incentive award. Division superintendents or the superintendent's designee will be requested to verify that individuals receiving the award are employed full-time in a Virginia school division, received a satisfactory performance evaluation for the 2023-2024 school year, and provided a written commitment to return to the same school for the 2024-2025 school year. **The verification report must be submitted by June 14, 2024.**

### **Reimbursement Instructions**

School divisions awarded RIPE funds will be provided funding on a cost reimbursement basis based on the amount indicated on the submitted verification report. Budget transfer requests and reimbursement requests will be processed through the Virginia Department of Education's Online Management of Education Grant Awards (OMEGA) system.

Reimbursements may be processed once funds are distributed from Object Code 0000 to the other object codes in OMEGA. To distribute amounts from Object Code 0000, the OMEGA budget originator needs to submit a budget transfer request by selecting "Change my object code budget:" from the "I want to..." list. Funds will be available for reimbursement when the budget transfer has been approved by all required reviewer levels and the transfer has the status "Transfer Completed." For assistance with OMEGA, please contact OMEGA Support at (804) 371-0993 or [OMEGA.support@doe.virginia.gov](mailto:OMEGA.support@doe.virginia.gov).

Reimbursement requests must be approved through a level 3 approver at the school division level no later than 4pm on August 30, 2024. The incentive awards are taxable to the recipient, and the school division is responsible for ensuring all taxes are remitted.

See attachment A "Additional DOE Special Terms and Conditions" required for this grant.

**ADDITIONAL REQUIRED SPECIAL TERMS AND CONDITIONS**  
**FOR GRANT AWARDS OR COOPERATIVE AGREEMENTS**

**A. Intellectual Property**

(i.e. papers, reports, forms, materials, creations, or inventions (intangible property))

**Special Terms and Conditions for Intellectual Property apply for all grants or cooperative agreements, regardless of funding source (General, Special, Federal).**

Additionally, Federally funded grants or cooperative agreements must meet the requirements of the specific federal grant, such as making any work (e.g., materials, tools, processes, systems) developed freely available to the public, ensuring any websites developed meet government or industry recognized standards for accessibility, and the requirements of **2 CFR §200.315 Intangible Property**, are met.

**SECTION I. Grants or Cooperative Agreements under which no Intellectual Property will be created**

**INTELLECTUAL PROPERTY: The parties agree that no Intellectual Property will be created in performance of this grant or cooperative agreement.**

**B. Suspension and Debarment Compliance – Non-Procurement Covered Transactions**

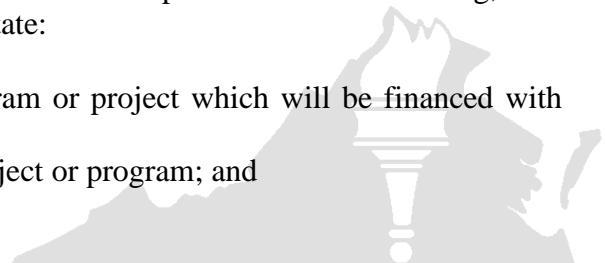
According to 2 CFR §200.213, non-federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

All recipients of federal funds through this transaction must comply with 2 CFR 180, Subpart C as a condition of participation in this transaction, and must include similar terms or conditions in lower-tier covered transactions.

**C. Federal Funding in Public Announcements**

When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal funding, U.S. Department of Education sub-grantees shall clearly state:

1. the percentage of the total costs of the program or project which will be financed with Federal funding;
2. the dollar amount of Federal funds for the project or program; and



## **Attachment A – Special Terms and Conditions**

3. the percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

Recipients must comply with these conditions under Division H, Title V, Section 505 of Public Law 113-76. Consolidated Appropriations Act, 2014.

### **D. Prohibition of Text Messaging and Emailing While Driving During Official Federal Grant Business**

Federal grant recipients, sub-recipients and their grant personnel are prohibited from text messaging while driving a government owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or email while driving.

Recipients must comply with these conditions under Executive Order 13513, “Federal Leadership on Reducing Text Messaging While Driving,” October 1, 2009.

### **E. Monitoring and Reporting**

1. VDOE and auditors shall have access to sub-recipient records and financial statements as necessary to meet monitoring requirements.
2. Project reimbursement and amendment requests must be made utilizing VDOE’s automated system Online Management of Education Grant Awards (OMEGA). Exceptions may be granted by VDOE grants managers via notice on the Notification of Grant Award if project reimbursement submissions are expected to be minimal during the award period.
3. Reimbursement may be requested prior to an activity, after the expenditure of funds, where payment in advance of an activity is required. This includes but is not limited to airfare, deposits, and registrations. The LEA is responsible for reconciling expenses after the activity has occurred. Reimbursement may be requested for the difference of expenses higher than the previously requested amount. Expenses lower than the previously requested amount must be repaid via a credit on a reimbursement request within 30 days of the completed activity.

