

California Commission on Teacher Credentialing



Annual Appendix D Update For Teacher Residency Implementation and/or Expansion Grants

Introduction:

Any local education agency (LEA) grantee/consortium with an existing Teacher Residency Implementation and/or Expansion Grant may modify their program by adding diversification characteristics, residency areas, and/or LEA partners.

Note: Grantees will not be allowed to request additional resident projections or grant funding using this process.

The opportunity to update Appendix D will be offered annually and will be announced on the Commission's [Teacher Residency Grant Program](#) webpage as well as in the weekly [Professional Services Division \(PSD\) e-News](#) when available.

Once the submission window is open, grantees may begin completing the required documents. It is possible that staff will review early submissions and determine approval prior to the formal deadline.

Grantees should understand:

- Modifications requested can only be implemented with cohorts enrolled after the LEA grantee/consortium receives formal approval from Commission staff.
- Once approved, the Updated Appendix D will replace the version submitted with the funded application.

Allowable Modifications:

Refer to the "Submitting a Request to Update Appendix D" section below for links to all required forms that Commission staff will review to approve proposed programmatic modifications.

Grantees may:

- Amend the definition the program uses when recruiting residents to diversify the workforce. Definitions may include but are not limited to race, ethnicity, gender, sexual orientation, other protected status, socioeconomic status, education (i.e., first-generation college going), etc.
- Add residency areas. Existing grantees may add new shortage areas (as defined in authorizing legislation) to a grant-funded program.
- Include new LEA partners. Grantees may transition from a single LEA program to a consortium or add LEAs to an existing consortium.

Non-Allowable Modifications:

- **Grantees may not request to increase annual resident projections or additional grant funds.** To apply to increase resident projections and grant funding, please respond to the Teacher Residency Implementation or Expansion Grant Request for Applications by 5:00 pm on January 30, 2026.

Submitting a Request to Update Appendix D

The request to Update Appendix D is a multi-step process. Each step must be completed for any grant-funded programs being modified.

Modifications requested can only be implemented with cohorts enrolled after the LEA grantee/consortium receives formal approval from Commission staff. Complete the tasks listed below on or before **5:00 pm on April 24, 2026**. *See all key dates on next page.*

- **Step #1 (required):** Complete and submit a [Microsoft form](#) for each grant-funded program being modified.
- **Step #2 (if applicable):** Complete an [Updated Appendix D](#) online form for each grant-funded program being modified. Forms must be emailed to Commission staff at TeacherResGrants@ctc.ca.gov. *If the only program modification is to update the diversification characteristics, this step may be skipped.*
- **Step #3 (if applicable):** Complete an [Appendix E – Partnership Agreement](#) form for each new LEA being added to an existing grant program. Forms must be emailed to Commission staff at TeacherResGrants@ctc.ca.gov. *If new LEA partners are not being added, this step may be skipped.*

Key Dates

Date	Activity
October 17, 2025	Annual Appendix D Update Submission Window Opens
April 24, 2026	Annual Appendix D Update Submission Window Closes <ul style="list-style-type: none">• Microsoft Form (required),• Appendix D (if applicable), and• Appendix E (if applicable) due by 5:00 pm
April 27 – May 22, 2026	Review submissions
May 26, 2026	Announcement

Note about adding IHE partners

Grantees may continue to add IHE partner(s) to existing grants. To add IHE partners, please complete an [Appendix E Partnership Agreement](#) form and email it to TeacherResGrants@ctc.ca.gov with the grant number and the grantee LEA name included in the body of the email.