

RFA # GD0—CTEIF—2015-01

District of Columbia

Office of the State Superintendent of Education



2015 DC Career Academy Network (DC-CAN)

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Part 1. Overview Information

Funding Opportunity Title: 2015 DC Career Academy Network (DC-CAN)

Announcement Type: New

Funding Opportunity Purpose: The Office of the State Superintendent of Education (OSSE), Post-secondary and Career Education Division invites the submission of applications for funding for the DC-CAN. The purpose of this grant is to provide seed money to support the establishment of one National Academy Foundation (NAF) career academy within one of the existing themes: information technology, engineering, and hospitality & tourism at a District of Columbia Public or Charter high school.

Ultimately, this funding will support strategies identified within the District of Columbia's CTE Strategic Plan by preparing students to succeed in college and the District's most promising career sectors (<http://osse.dc.gov/publication/career-and-technical-education-cte-strategic-plan>).

Key Dates

Grant Announcement	December 17, 2014
RSVP to Pre-application Conference Due Date	January 23, 2015
Pre-application Conference Date	January 27, 2015
Letter of Intent Due Date	January 30, 2015
Open Date (Earliest Submission Date)	February 2, 2015
Application Due Date	February 23, 2015
Award Announcement	February 27, 2015
Grant Period	March 1, 2015 – September 30, 2015
Annual Report Disseminated	September 1, 2015
Annual Report Due	September 30, 2015

Part 2. Full Text of the Announcement

Section I. Funding Opportunity Description

The District of Columbia Office of the State Superintendent of Education (OSSE) is pleased to announce a funding opportunity for the District of Columbia Career Academy Network (DC-CAN). CTE is a proven strategy for engaging students, effectively connecting them to college and careers, increasing high school graduation rates, and improving labor market outcomes for high school graduates. The CTE Innovation Fund, which is the funding source that supports Washington D.C.'s CTE Strategic Plan was approved and incorporated into the Budget Support Act of 2013. DC-CAN is one component of the Plan, which supports the establishment of National Academy Foundation (NAF) Career Academies at DC Public and Charter high schools, thereby promoting the City's mission to strengthen the pipeline to college and careers.

The NAF Career Academy model includes rigorous, industry-focused curricula, integrated industry partnerships, and work-based learning experiences. It aligns closely with the Program Quality model laid forth in the District's CTE Strategic Plan. NAF Academy students have higher attendance, school engagement, academic performance, graduation, college enrollment and completion, employment, and career earning rates than peers who do not attend NAF academies. In 2013-2014, nine NAF Career Academies were established in the District within three career sectors: information technology, engineering, and hospitality & tourism.

The purpose of this grant is to provide seed money to support the establishment of one additional National Academy Foundation (NAF) Career Academy within one of the existing themes at a District of Columbia Public or Public Charter high school. Before opening the doors to students, the NAF Academy must engage in a structured Year of Planning (YOP). The YOP process involves activities, technical assistance, and supports to align resources and programs prior to implementation.

Section II. Award Information

This DC-CAN grant application is competitive. The Academy will receive funds to support a full-time Academy Director and a College & Career Coordinator, as well as funds to support Academy activities. Funds will be distributed as a cost reimbursement.

A total of \$310,000 is available for award through this RFA. The duration of this grant is for a period from March 1, 2015 through September 30, 2015.

Additionally, NAF will receive \$6K from OSSE to provide Year of Planning supports to the Academy which includes, but is not limited to providing technical assistance to District education leaders at OSSE, the awarded LEA, and District industry leaders within the chosen theme who will be providing supports to the Academy and their students.

OSSE intends to request Career Academy funds for Fiscal Year 2016. If FY16 funds are successfully secured, OSSE will continue to support the Academy created in FY15.

Section III. Eligibility Information

This RFA is open to all Public and Public Charter high schools located in the District of Columbia that seeks to establish a NAF Career Academy within Information Technology; Engineering; or Hospitality & Tourism.

To be eligible, all schools must first be interviewed by the National Academy Foundation (NAF) *and* receive a letter indicating that the school meets YOP standards. Each LEA must then apply on a school's behalf for the DC-CAN fund.

The NAF application process will be open from January 1 – 15, 2015. To apply:

- School applicants will utilize the National Academy Foundation (NAF) Academy Application Center at <http://mis.naf.org/public/applications/> . (there you will: (1) register for a MyNAF account to log in (2) select “Academy Applications” (3) select “Apply” and complete the online application)
- The full application includes an interest survey which must be completed by the school principal and is accompanied by 3 – 5 letters of support.
- Any school interested in opening an Academy of Engineering must also designate one of three curriculum options: Project Lead the Way; STEM 101; or, Paxton-Patterson.
- NAF staff will review each application and schedule a “Formal Qualified” interview.
- A final determination of the grant recipient will be made on January 30.

Section IV. Permissible Use of Funds

All expenditure of the DC-CAN grant funds shall be consistent with the goals, objectives and project plan set forth by the District of Columbia Task Force. The plan specified the following: \$125,000 toward the Academy Director position; \$100,000 toward the College & Career Coordinator position, and \$85,000 toward Academy Activities.

The funds designated for Academy activities shall be utilized for any or all of the following:

- Student outreach and marketing
- Industry and pedagogically focused professional development opportunities to Academy faculty
- Supporting industry engagement and work-based learning efforts and programs
- Student supports

Section V. Application and Submission Information

Any information and/or updates regarding this RFA will be e-mailed to those who are listed on the Contact Page of the application.

Application Release Date: The release date is February 2, 2015. This application is available through OSSE’s electronic grants management system (EGMS) at <http://grants.osse.dc.gov>. All applicants must be a registered vendor of EGMS to access the application. New vendors should allot at least 72 hours for the registration process.

Pre-Application Conference: Applicants are required to attend a mandatory pre-application conference prior to grant submission. The pre-application conference will be held at OSSE. Absence from this conference will make an applicant ineligible to apply.

Mandatory Pre-Application Conference

When: Tuesday, January 27, 2015

Time: 11:00am - noon

Where: OSSE – 810 First Street, NE, Grand Hall B (3rd floor), Washington, DC 20002

At least one representative from each LEA must be present. Participants should confirm their attendance by emailing the LEA and participant’s names to osse.cteif@dc.gov by 5:00pm on Friday, January 23, 2015, with “Pre-application Conference Confirmation” in the subject of the email. (Example: GDO-CTEIF_2015_01_LEA_Pre-Application Conference Confirmation)

Letter of Intent: All eligible applicants seeking to receive funding under this grant must submit the “Intent to Apply” form to OSSE by 5:00 pm on Friday, January 30, 2015. The form should be submitted via e-mail to osse.cteif@dc.gov with the title, Intent to Apply in the subject line of the e-mail. (Example: GDO-CTEIF_2015_01_LEA_Intent to Apply).

Applications Due: Applicants must submit the application through EGMS by 5:00 p.m. on Monday, February 23, 2015. The Office of the State Superintendent of Education will not accept or review applications submitted at or after 5:01 p.m.

Section VI. Application & Proposal Rubric

Application:

Only applicant schools that have interviewed with NAF and met the eligibility standards for the YOP should proceed with this application. (Letter from NAF must be uploaded with this application)

Please provide a comprehensive narrative to address the following items:

1. The location, size of school, and chosen Academy theme.
2. Respondent’s commitment to using the NAF Academy model.
3. Respondent’s commitment to hiring Academy staff.
4. Respondent’s commitment to professional development related to project based learning for Academy faculty.
5. Experience with implementing a Career Academy.

Proposal Rubric:

I. Location, size of school, and chosen academy theme			
Prompt:	Needs Improvement 0-2 points	Competent 3-6 points	Advanced 7-10 points
<ul style="list-style-type: none"> ○ Identification of Ward where the school is located. The student demographics. Challenges as well as benefits to school location. ○ School size would support a cohort of at least 50-75 students per grade level within the academy. ○ The chosen academy theme is not in close proximity to another school with a similar theme. 	<ul style="list-style-type: none"> ● Response does not adequately provide the requested demographic data. ● The applicant admits that the cohort numbers are unachievable and are unwilling to restructure to meet numbers. ● The chosen academy theme exists in a neighboring school and neither this school nor the neighboring schools offer the alternative themes presented in this grant. 	<ul style="list-style-type: none"> ● Response is complete. ● Response includes a discussion on recruitment with a goal to meet the 50 student mark per grade level for 3-4 years ● The chosen academy theme exists in a neighboring school which is over-capacity 	<ul style="list-style-type: none"> ● Response is complete and provides a detailed and compelling description of the school and community. ● Response includes a detailed recruitment plan to reach 75 students per grade level, with a brochure developed and a 4-year program of study. ● The chosen academy theme does not exist in a neighboring school

II. Commitment to using the NAF Academy model			
Prompt:	Needs Improvement 0-2 points	Competent 3-6 points	Advanced 7-10 points
<ul style="list-style-type: none"> ○ Why does the school want to implement a NAF Academy model? ○ How will the students benefit from the Academy? ○ What type(s) of support will the school have from the community? 	<ul style="list-style-type: none"> ● Response fails to discuss or demonstrates a limited understanding of how the NAF model can improve student achievement. ● Response fails to 	<ul style="list-style-type: none"> ● Response explains why the NAF model is a logical next step for student achievement ● Response links this initiative to one of the following: rigor/relevance/relationships, 	<ul style="list-style-type: none"> ● Response builds a compelling case for addressing student achievement through full-scale school redesign using the NAF model ● Response links

	<p>connect this initiative to issues of rigor/relevance/relationships, contextual learning, college preparation, etc.</p> <ul style="list-style-type: none"> • There's no mention of community benefit and support 	<p>contextual learning, college preparation, etc.</p> <ul style="list-style-type: none"> • Proposal contains 3 letters of support which provides details on the type of assistance that will be offered to the academy 	<p>this initiative to several of the following issues: rigor/relevance/relationships, contextual learning, college preparation, etc.</p> <ul style="list-style-type: none"> • Proposal contains more than 3 letters of support which provides details on the type of assistance that will be offered to the academy
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III. Commitment to hire Academy staff			
Prompt:	Needs Improvement 0-2 points	Competent 3-6 points	Advanced 7-10 points
<ul style="list-style-type: none"> ○ The school commits to hiring an Academy Director and to sustaining the position after the initial two years, which will be paid through a grant from OSSE. ○ The school commits to hiring a College & Career Coordinator and to sustaining the position after the initial two years, which will be paid through a grant from OSSE. ○ The school commits to ensuring that, in addition to the Academy staff, a core theme teacher is on staff to work with the cohort. 	<ul style="list-style-type: none"> • The applicant admits that they do not see the value in hiring an Academy Director and/or is unable or unwilling to sustain the position after the initial two year grant period • The applicant admits that they do not see the value in hiring a College & Career Coordinator and/or is unable to sustain the position after the initial two year grant period • At this time, the school does not have any staff that is experienced within the selected theme and can be 	<ul style="list-style-type: none"> • The applicant commits to hiring an Academy Director and to sustaining the position after the initial two year grant period • The applicant commits to hiring a College & Career Coordinator and to sustaining the position after the initial two year grant period • The school has 1 teacher who is experienced within the selected theme and can be assigned to the cohort 	<ul style="list-style-type: none"> • The applicant commits to hiring an Academy Director and through relationships with business entities, can provide a letter of guaranteed funding to sustain the position after the initial two year grant period • The applicant commits to hiring a College & Career Coordinator and through relationships with business entities, can provide a letter of guaranteed funding to sustain the position after the initial two year grant period

	assigned to the cohort		<ul style="list-style-type: none"> The school has more than 1 teacher who is experienced within the selected theme and can be assigned to multiple cohorts
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IV. Commitment to professional development related to project based learning for academy faculty			
Prompt:	Needs Improvement 0-2 points	Competent 3-6 points	Advanced 7-10 points
<ul style="list-style-type: none"> The school understands the importance of curriculum integration. The school can demonstrate evidence of planned activities which supports professional development related to project based learning for the academy faculty. 	<ul style="list-style-type: none"> The school admits they have little to no experience incorporating a CTE theme into the curriculum 	<ul style="list-style-type: none"> The school has provided ample evidence of their understanding of the importance of incorporating a CTE theme into the curriculum 	<ul style="list-style-type: none"> The school understands the importance of incorporating a CTE theme into the curriculum <i>and</i> is evidenced to currently have an integrated curriculum

V. Experience with the implementation of a career academy			
Prompt:	Needs Improvement 0-2 points	Competent 3-6 points	Advanced 7-10 points
<ul style="list-style-type: none"> Demonstrate any experience with the implementation of a career academy. 	<ul style="list-style-type: none"> The school has never implemented a career academy 	<ul style="list-style-type: none"> The school currently has one or more career academies 	<ul style="list-style-type: none"> The school currently has multiple career academies and at least one adheres to the NAF model

Section VII. Application Review Information/Process

The grant within this RFA is competitive.

- OSSE staff will evaluate and score all applications to identify the DC-CAN awardee.

Section VIII. Award Administration Information

Awards will be announced via e-mail to each respective LEA on February 27, 2015. The grant award notification will be available for vendor download from EGMS.

Section IX. Agency Contacts

The authorized contact person for this grant opportunity is:

Simone García

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