

# FY 2007 Teacher Quality Improvement Grant Program

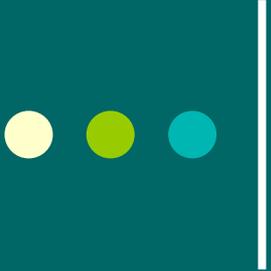
RFA Release Date: May 4, 2007

Application Submission Deadline: June  
8, 2007

DC State Education Office  
Citywide Conference Center  
441 4<sup>th</sup> Street, NW  
Room 1112  
Washington, DC 20001

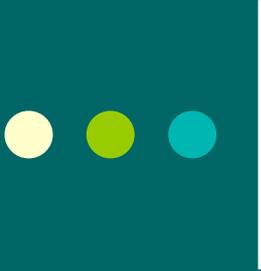
May 14, 2007

All slides referring to the Request for Applications are taken directly from the RFA



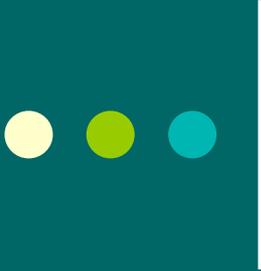
# DC State Education Office

The DC State Education Office (SEO) promotes learning for District residents by providing access to educational information, resources, and services for a higher quality of life. The SEO helps residents make informed decisions about learning opportunities with postsecondary grants and other educational support services, as well as policy analysis, research, and community outreach. The SEO's main functions—services, resources, policy, and oversight—focus on pre-kindergarten through post-secondary education throughout every phase of life learning.



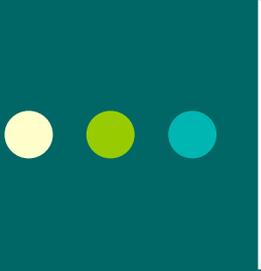
# Teacher Quality Improvement Grant Program

- The U.S. Department of Education has awarded a formula grant under Title II, Part A – Teacher and Principal Training and Recruiting Fund to the District of Columbia. The purpose of this grant is to:
  - Improve skills of teachers;
  - Improve the instruction in mathematics and science; and
  - Increase the access of all students to that instruction.
- The District of Columbia's State Education Office announces that \$340,351 in federal grant funds is available to fund applicants whose programs are designed to provide teachers with skills needed to improve the quality of instruction in mathematics, science, and technology.
- Applicants shall develop training, retraining or in-service programs for elementary or secondary public and private schools teachers in the fields of mathematics, science, and technology and encourage:
  - Teachers to participate in intensive, ongoing professional development programs, both academic and pedagogical, at institutions of higher education; and
  - Students at institutions of higher education studying to become teachers to have direct, practical experience at the schools.



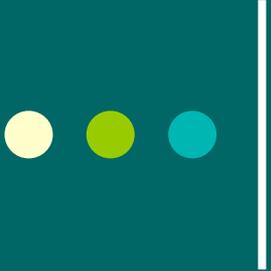
# Eligibility

- The Teacher Quality Improvement Grant Program is a partnership grant. Eligible applicants will apply with a partner representing each of the following categories:
  - “(1) ELIGIBLE PARTNERSHIP- The term eligible ‘partnership’ means an entity that — (A) shall include —
    - (i) a private or State institution of higher education and the division of the institution that prepares teachers and principals;
    - (ii) a school of arts and sciences; and
    - (iii) a high-need local educational agency; and
  - (2) may include another local educational agency, a public charter school, an elementary school or secondary school, an educational service agency, a nonprofit educational organization, another institution of higher education, a school of arts and sciences within such an institution, the division of such an institution that prepares teachers and principals, a nonprofit cultural organization, an entity carrying out a pre-kindergarten program, a teacher organization, a principal organization, or a business.”



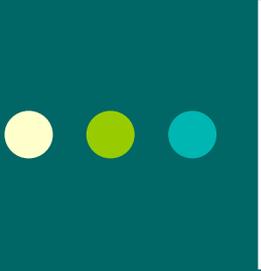
# Eligibility

- Public or private institutions of higher education with their main campus located in the District of Columbia and certified by the US Department of Education are eligible to apply. **Applicants must include documentation of the partnership with the application.**
- The State Education Office (State Agency for Higher Education) has established the following priorities for funding under the grant:
  - Institutes in mathematics for middle grade teachers (grades 5-8) in problem solving techniques and use of state-of-the-art technologies;
  - Institutes for middle grade teachers with an emphasis on integrating mathematics, science and technology; and
  - Opportunities for secondary teachers to improve their instructional strategies in algebra.
- Services must be provided in the District of Columbia, at the applicant's university or college, DC public or private school or other suitable facilities approved by the State Education Office.



# Grant Awards

- Section 2132 of Title II Part A requires that:
  - “(c) SPECIAL RULE- No single participant in an eligible partnership may use more than 50 percent of the funds made available to the partnership under this section.”
- Grant award payments will be made on a progress basis in three increments, at 25%, 25% and 50%, with invoices, or at the end of the grant period with a final invoice. Final payments will not be made until a final report, reflecting actual final expenditures has been completed.



# Application Submission

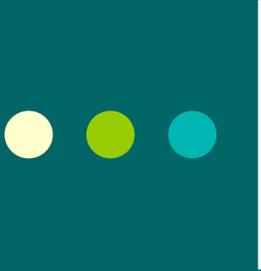
- **Application Submission Date and Time:**

Applications are due no later than 5:00 p.m., on June 8, 2007. All applications will be recorded upon receipt. **Applications received at or after 5:01 p.m., June 8, 2007, will not be forwarded to the review panel for funding consideration.** Any additions or deletions to an application will not be received after the deadline of 5:00 p.m., June 8, 2007.

- An original and five (5) copies of the application **must be** hand delivered to the following location:

The State Education Office  
441 4th Street, NW # 350 North  
Washington, D.C. 20001

Telephonic, telegraphic, email and facsimile submissions **will not be accepted.**



# Program and Administrative Requirements

- **Use of Funds**

Applicants shall only use funds for projects designed to provide teachers with skills needed to improve the quality of instruction in mathematics and science.

- **Administrative/Indirect Costs**

Applicants' budget submissions must adhere to a seven-percent (7%) maximum for administrative costs and coordination and one-percent (1%) for audit purposes. All proposed costs must reflect either a direct charge to specific budget line items or an indirect cost.

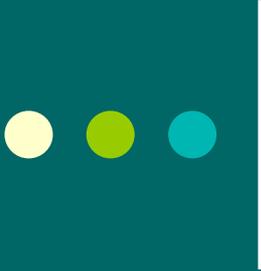
- **Certifications and Assurances**

Applicants shall complete and return the Certifications and Assurances listed in Attachments B and C with the application submissions.



# Applicant Responsibilities

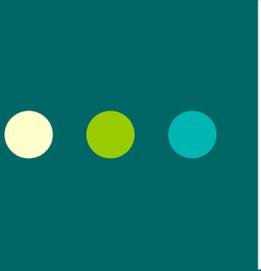
- The applicant is responsible for demonstrating knowledge of assessments of local needs for professional development as identified by the educational institution and school staff.
- The applicant is responsible for creating a professional development plan.
- The applicant is responsible for outlining a plan of operation.
- The applicant is responsible for describing additional teaching resources that will ensure project objectives and goals are maintained i.e., information showing resources to be used to accomplish objectives; teaching/learning facilities, laboratories, or computer assisted instruction facilities; and other relevant equipment and supplies needed.



# Scoring Criteria

## **Criterion A                      Improvement or Expansion of Instruction (Total 30 Points)**

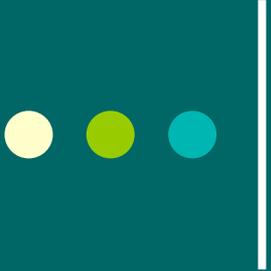
- The applicant shall show the extent to which the project will contribute to the improvement or expansion of instruction in mathematics, science, and/or technology by the following:
- The objective of the proposed project and how it promotes recent reforms in math and science as they reflect emerging national standards; **(5 points)**
- The manner in which the objectives of the project would further the purpose of improving or expanding instruction in mathematics and/or science; **(5 points)**
- A direct relationship to national mathematics standards and emerging science standards; **(5 points)**
- The extent to which the project involves techniques that are innovative and offer “hands-on” activities such as the use of appropriate technology; **(5 points)**
- The extent to which the project builds upon and adds to current information and research in mathematics and/or science, as well as addresses the specific needs of the DC Public Schools and DC Public Charter Schools; **(5 points)**
- The extent to which the project will provide a model or other information that could be used by others to solve educational problems; and **(5 points)**



# Scoring Criteria

## **Criterion B Plan of Operation (Total 30 Points)**

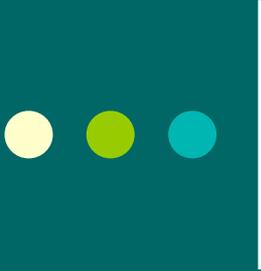
- The applicant shall describe the quality of the plan of operation through the following:
  - High quality in the design of the project; **(5 points)**
  - An effective plan of management that insures proper and efficient administration of the project; **(5 points)**
  - A clear description of how the objectives of the project relate to the purpose of the Teacher Quality program and the DCPS Mathematics/Science/Technology Framework; **(5 points)**
  - The plan for which resources and personnel are used to achieve each objective; **(5 points)**
  - A clear description of how equal access and treatment for eligible project participants who are members of groups that have been traditionally underrepresented, specifically: **(5 points)**
    - Students from historically underrepresented and under-served groups;
    - Gifted and talented students; and
    - Students enrolled in Special Education Programs.
  - A clear description of how the applicant will provide the opportunity for equitable participation of private school children and teachers. **(5 points)**



# Scoring Criteria

## **Criterion C      Staffing Requirement (Total 10 Points)**

- The applicant shall demonstrate how the qualifications of key personnel will be used. The project must describe the following:
  - The qualifications of the project director;
  - The qualifications of key personnel assigned to the project;
  - The time that key personnel will commit to the project; and
  - The extent to which applications are encouraged from persons who are members of groups that have been traditionally underrepresented such as:
    - Members of racial or ethnic minority groups;
    - Women; and
    - Persons with a disability.



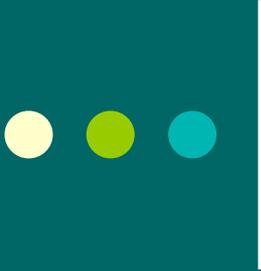
# Scoring Criteria

## **Criterion D Adequacy of Resources (Total 10 Points)**

- The applicant clearly demonstrates that adequate resources will be devoted to the project; and **(5 points)**
- The applicant delineates clear information by: **(5 points)**
- The facilities proposed for use, such as mathematics and science laboratories are adequate; and
- The proposed equipment and supplies to be used are adequate.

## **Criterion E Evaluation Plan (Total 10 Points)**

- The applicant demonstrates clear information on the quality of the evaluation plan for the project; and **(5 points)**
- The applicant describes the methods of the project evaluation that are appropriate for the objectives and to the extent possible produces data that are quantifiable. **(5 points)**



# Scoring Criteria

## **Criterion F Sound Fiscal Management and Reasonable Budget (Total 10 Points)**

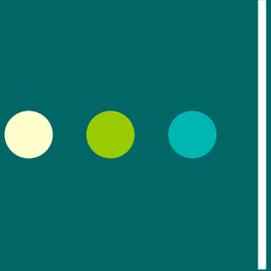
- The applicant demonstrates that the proposed project has an adequate budget and is cost effective; and **(5 points)**
- The applicant demonstrates that the proposed budget is realistic and is consistent with the level of effort for the project. **(5 points)**

## **Criterion G Applicant's Commitment and Capacity (Total 10 Points)**

- 1. The applicant demonstrates clear information to the extent of the commitment to the project, its capacity to continue the project and the likelihood that it will build upon the project when Federal assistance ends; and **(5 points)**
- 2. The applicant shall provide a local financial match:
  - a. 01-20% of federal funds requested **1 Point**
  - b. 21-40% of federal funds requested **2 Points**
  - c. 41-60% of federal funds requested **3 Points**
  - d. 61-80% of federal funds requested **4 Points**
  - e. 81-100% of federal funds requested **5 Points**
- Other Federal Grant funds are not permitted to be used as a local financial match. However, other funding may be used for a local financial match.

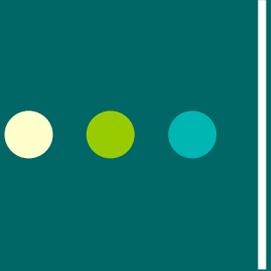
## **Criterion H Bonus Points (Total 10 Points)**

- The applicant has demonstrated previous success as a grantee of the SEO Teacher Quality Improvement Grant; and **(5 points)**
- The applicant expresses a commitment to work with teachers who work directly with DC Gaining Early Awareness and Readiness for Undergraduate Programs (DC GEAR UP) students. **(5 points)**



# Application Format

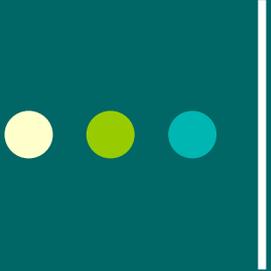
- Applicants are required to follow the format below and each application must contain the following information:
- Applicant Profile (**See Attachment A**)
- Table of Contents
- Application Summary (**5 pages**)
- Project Description (**25 pages**)
- Project Work Plan (**Not counted in page total, See Attachment E**)
- Staffing Plan (**Not counted in page total, See Attachment F**)
- Program Budget and Budget Narrative (**Not counted in page total, See Attachment G**)
- Certifications and Assurances (**Not counted in page total, See Attachments B and C**)
- Appendices (Resumes, Organization Chart, Position Descriptions) (**Not counted in page total**)



# Questions?

- All questions and answers from this session and asked directly of the SEO staff will be posted on the SEO website ([www.seo.dc.gov](http://www.seo.dc.gov)) on May 29, 2007. Direct questions will not be accepted after this date.

Questions?



# Contact Information

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