

Section X. Application & Proposal Rubric

Application:

Only applicant schools that have interviewed with NAF and met the eligibility standards for the year of planning should proceed with this application. (Letter from NAF must be uploaded with this application). Please provide a comprehensive narrative to address the following items:

- I. **The applicant provides a compelling narrative which states the intent to establish a distinct career academy as prescribed by the DC CAN at a public high school:**
 - a) Identification of the ward where the school is located, the student demographics, and challenges as well as benefits to school location.
 - b) School size would support a cohort of at least 50-75 students (20 students for schools with a student population of less than 1,000 enrolled) per grade level within the academy.
 - c) Either the chosen academy theme is not in close proximity to another school with a similar theme or, the applicant has chosen a similar industry theme and there is evidence to support the need (i.e. the academy theme is over-capacity at the existing school).

<p>No evidence – the category is not addressed</p>	<p>Needs improvement – response is incomplete and lacks details regarding description of school and community.</p> <p>Applicant admits that the cohort numbers are unachievable and is unwilling to restructure to meet numbers.</p> <p>The chosen theme already exists in a neighboring school, with capacity to accommodate additional student enrollments, and neither school offers the alternative themes presented in this RFA.</p>	<p>Competent – response is complete and provides basic description of school and community.</p> <p>Applicant includes a detailed student recruitment plan with a goal to meet the 50 student mark (20 students with a student population of less than 1,000 enrolled) per grade level for 3-4 years.</p> <p>The chosen theme does not exist in a neighboring school or exists in a neighboring school which is over-capacity.</p>	<p>Advanced – response is complete and provides a detailed and compelling description of school and community.</p> <p>Applicant includes a detailed student recruitment plan to reach 75 students (20 students with a student population of less than 1,000 enrolled) per grade level, with a brochure developed and a 3-4 year program of study.</p> <p>The chosen theme does not exist in a neighboring school.</p>
0	3	6	10
<i>Strengths:</i>			
<i>Weaknesses:</i>			

II. Commitment to using the NAF educational design; i.e. academy development & structure; curriculum & instruction; advisory board, and work-based learning:

- a) Indicates how the NAF educational design will be integrated into the existing learning community to improve student achievement.
- b) Describes method(s) that would be utilized to promote student enrollment to the academy.
- c) Demonstrates a commitment to collaborating with Industry Advisory Board (IAB) members to improve career-themed curriculum to ensure lessons have real-world application to the industry.
- d) Provides a plan to implement work-based learning experiences beginning with career awareness activities, progressing to career exploration activities, and culminating in career preparation activities, including internships.
- e) Provides at least three letters of support from the business, higher education community, or individuals who are currently engaged in the industry theme. Letters should include details on the type of assistance that will be offered to the academy.

No evidence – the category is not addressed	Needs improvement – the category is addressed, but the applicant is missing a large portion of the required information.	Competent – response is complete and provides basic information to satisfy each criterion. Application contains three letters of support which provide details on the type of assistance that will be offered to the academy.	Advanced – response is complete and provides a detailed description of the methods that will be utilized to each criterion. Application contains more than three letters of support which provide details on the type of assistance that will be offered to the academy.
0	3	6	10
<i>Strengths:</i>			
<i>Weaknesses:</i>			

III. Commitment to hire and sustain academy staff:

- a) The LEA and school administrator commits to collaborating with the two designated DC CAN Industry Advisory Board (IAB) Chairs to assess candidates for the vacant Academy Director position. The LEA further commits to sustaining the full-time Academy Director position after the initial two years, which will be paid for by the LEA after the initial 2 year period.
- b) The school commits to ensuring that, in addition to the academy staff, a core theme teacher is on staff to work with the student cohort.

This category is not fully addressed.	The applicant commits to assessing candidates for the Academy Director position without any collaboration with the DC CAN IAB Chairs. The applicant also commits to sustaining this full-time position after the initial two years.	The applicant commits to collaborating with the DC CAN IAB Chairs to assess candidates for the Academy Director position. The applicant also commits to sustaining this full-time position after the initial two years.
0	3	6
<i>Strengths:</i>		
<i>Weaknesses:</i>		

IV. Commitment to professional development to ensure the successful implementation and delivery of the NAF educational design:

- a) Describes tool(s) utilized to determine gaps in industry knowledge with core theme teachers.
- b) Describes tool(s) and resources which support professional development related to project-based learning for the Academy Director, and the core theme teacher.
- c) Provides plan to incorporate externships for core teachers to enhance content knowledge.
- d) Describes tool(s) and resource(s) utilized to promote core teacher and industry networking.

No evidence – the category is not addressed	Needs improvement – the category is partially addressed.	Competent – response is complete. Each criterion includes a detailed description of tools and resources that will be utilized.	Advanced – response is complete. Each criterion includes a detailed description of tools and resources that will be utilized. Additionally, there is evidence of a commitment from one or more industry partners to host an externship within the grant period.
0	3	6	10
<i>Strengths:</i>			
<i>Weaknesses:</i>			

V. Experience with the implementation of a career academy:

- a) Demonstrates experience with the implementation of a career academy.

No evidence – the category is not addressed	Needs improvement – the school has never implemented a career academy but has provided a letter of support from LEA or school administrator that has a proven record of success with managing career academies.	Competent – the school currently has one or more career academies.	Advanced – the school currently has at least one NAF academy.
0	3	6	10
<i>Strengths:</i>			
<i>Weaknesses:</i>			

VI. Commitment to prudent management of DC CAN funds:

- a) Commits to adhere to the DC CAN Budget and Expenditure Policy, exercise good fiscal judgment and, disclose accurate information regarding budget; i.e. academy staff salaries and fringe benefits, and projected academy activity expenditures.
- b) Commits to collaborate with DC CAN Industry Advisory Board Chairs on the establishment of the academy activity spending plan to support greater efficiency in the allocation of DC CAN funds for theme-specific resources and activities.

No evidence – the category is not addressed	Needs improvement – the category is partially addressed.	Competent – the category is addressed. The applicant commits to prudent management of DC CAN funds, utilizing the DC CAN Budget and Expenditure Policy.	Advanced – the category is addressed. The applicant commits to prudent management of DC CAN funds, utilizing the DC CAN Budget and Expenditure Policy in collaboration with the DC CAN Industry Advisory Board Chairs.
0	3	6	10
<i>Strengths:</i>			
<i>Weaknesses:</i>			

VII. Commitment to the DC CAN vision and mission:

- a) Commits to the DC CAN brand components (i.e. brand identity, brand communication, and brand awareness) to attain brand prestige and agrees to use the DC CAN logo on all mediums when referencing the academy.
- b) Commits to adhere to the DC CAN structure, which promotes a culture of open communication and collaboration amongst OSSE and all participating LEAs, to demonstrate a cohesive network to all stakeholders.
- c) Commits to the overarching mission of the DC CAN to work collaboratively with the DC CAN subcommittees on all strategic goals established by the Executive Advisory Board (EAB); specifically, to utilize tools or resources recommended by the network governance committee that would benefit all DC CAN students irrespective of LEA designation.

No evidence – the category is not addressed	Needs improvement – the category is partially addressed. There is no credible evidence to support a commitment to the DC CAN’s vision and mission.	Competent – the category is addressed. The applicant has provided a memorandum of understanding as evidence of their commitment to the DC CAN’s vision and mission.	Advanced – the category is addressed. The applicant has provided a memorandum of understanding as evidence of their commitment to the DC CAN’s vision and mission. The applicant fully commits to utilizing the DC CAN logo on <u>all</u> mediums when referencing the academy; will engage in a culture of open communication and collaboration with OSSE staff and among all participating LEA’s; and will utilize tools or resources recommended by the network governance committee that would streamline processes and/or initiatives and benefit all DC CAN students.
0	3	6	10
<i>Strengths:</i>			
<i>Weaknesses:</i>			