

REQUEST FOR APPLICATIONS (RFA) #0320-09/2D

OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION

Division of Education Excellent

Enhancing Education Through Technology



The Office of the State Superintendent of Education (OSSE) invites the submission of applications for funding under the FY 2008 Enhancing Education Through Technology (EETT, *pronounced "E2T2"*) Fund, a formula grant from the U.S. Department of Education authorized through provisions of Title II, Part D, of the No Child Left Behind (NCLB) Act of 2001.

RFA Release Date: March 20, 2009

Application Submission Deadline: May 1, 2009 at 6:00 pm.

**LATE, INCOMPLETE, and/or INELIGIBLE APPLICATIONS
WILL NOT BE FORWARDED TO THE REVIEW PANEL**

NOTICE

PRE-APPLICATION CONFERENCES



Attendance is **strongly encouraged** to at least one of the pre-application conferences or teleconferences listed below. Due to space limitations - pre-registration is required – no more than two individuals from each lea/organization can attend the pre-application conferences.

Send an email to carol.wilson@dc.gov to register for the pre-application conferences and/or the teleconferences. Your email should include the conference number or teleconference session, date, and time as well as the attendee(s)' name(s), title(s), phone number(s), and lea/organization

Pre-Application Conference #1

THURSDAY, MARCH 26, 2009

51 N Street NE
3rd Floor Conference Room
2:00 pm – 4:00 pm

Metro: Gallaudet and New York Avenue (Red Line – use the Florida Avenue exit)

(You must pre-register – no more that two individuals from each local educational agency (LEA)/organization.)

Pre-Application Conference #2

FRIDAY APRIL 3, 2009

51 N Street NE
3rd Floor Conference Room
10:00 am – 12:00 noon

Metro: Gallaudet and New York Avenue (Red Line – use the Florida Avenue exit)

(You must pre-register – no more that two individuals from each LEA/organization.)

Pre-Application Conference #3

FRIDAY, APRIL 17, 2009

51 N Street NE
3rd Floor Conference Room
10:00 am – 12:00 noon

Metro: Gallaudet and New York Avenue (Red Line – use the Florida Avenue exit)

(You must pre-register – no more that two individuals from each LEA/organization.)

Teleconferences

WEDNESDAY, APRIL 8, 2009

10:00 a.m. to 12:00 noon – AM session

2:00 p.m. to 4:00 p.m. – PM session

(You must pre-register in order to receive teleconference information.)

CONTACT PERSON: Carol Wilson
carol.wilson@dc.gov (202) 741-6481

Office of the State Superintendent of Education
Division of Education Excellence

**ENHANCING EDUCATION THROUGH TECHNOLOGY
COMPETITIVE GRANT PROGRAM
RFA #0320-09/2D**

TABLE OF CONTENTS

2009 Overview.....1

Submission of Application.....7

General Grant Provisions.....8

Required Application Information.....9

Scoring Criteria.....12

RFA #0320-09/2D Scoring Rubric.....13

List of Attachments

Attachment A	Application Receipt Form
Attachment B	Certifications
Attachment C	Statement of Assurances
Attachment D(a)	Partner Identification Form
Attachment D(b)	Consortia Identification Form
Attachment E	Documentation of Private School Consultation
Attachment F	List of Private Schools
Attachment G	Budget Summary and Budget Narrative
Attachment H	Application Cover Page
Attachment I	Statement of Non-Discrimination
Attachment J	Work Plan
Attachment K	Professional Development Set Aside Waiver
Attachment L	General Education Provision Act (GEPA)
Attachment M	Application Checklist
Additional Document	5 Year State Technology Plan¹ located at http://www.osse.dc.gov

¹ Although this document is labeled “draft,” it is the final version, which the District submitted to the U.S. Department of Education.

2009 OVERVIEW

The District of Columbia Office of the State Superintendent of Education (OSSE), Division Education Excellence is pleased to announce the 2009 competition for the Enhancing Education Through Technology (EETT, *pronounced "E2T2"*) Competitive Grant Program. The Enhancing Education Through Technology Competitive Grant Program is funded through provisions of Title II, Part D, of the No Child Left Behind (NCLB) Act of 2001. The purpose of these funds is to improve student academic achievement through the use of technology. The program is also designed to encourage the effective integration of technology resources and systems with teacher training and professional development to establish research-based instructional models. Each sub grantee under the program is required to use a minimum of 25% of the award for sustained and ongoing professional development unless a waiver is requested and approved by OSSE (Attachment K). Additionally, the program targets funds primarily to Local Educational Agencies (LEAs) that serve concentrations of low-income students.

Background Information. The program emphasizes using both proven and innovative strategies for the use of technology to support improved curricula, instruction, and, ultimately, student achievement. Funding may support internet connections and services, professional development for teachers, and technology applications. In accordance with NCLB legislation, high-need LEAs may participate in the EETT Competitive Grant Program alone or by forming partnerships or consortia with other organizations, LEAs, universities, and public-private initiatives that have been effectively using technology or have expertise in applying educational technology in instruction.

An LEA applying for the EETT Competitive Grant Program must describe how it will use program funds to promote the implementation of technology to improve student academic and teacher effectiveness and how these activities will support the state's current technology plan (attached to this Request for Application (RFA)).

The OSSE has a statewide plan for the integration of technology into the classroom. The goal of the plan is to ensure that all District of Columbia schools – public and charter – have internet access and computer terminals in classrooms. The plan also establishes some quantifiable goals with respect to the amount and type of knowledge children would need to have about computer technology. Finally, the statewide technology plan provides for teachers and administrators to acquire sufficient expertise in technology which would allow them to incorporate technology into both administration of the educational program and classroom instruction. The plan also seeks to provide both theoretical and strategically frameworks from which schools and LEAs can develop operational plans for instituting or expanding educational programs, which prudently and effectively integrate the vast array of technology available. Applicants must attach an approved educational technology plan, approved by DC Public Charter School Board (DC PCSB) for public charter schools, which is consistent with the objectives of the statewide educational technology plan to this RFA. **Applications without a DC PCSB approved educational technology plan will not be forwarded to the review panel.**

Source of Grant Funding. Funding is authorized through the provisions of Title II, Part D of the NCLB (P.L.107-110). Applicants should note that the grant awards are contingent upon continued funding availability from the U.S. Department of Education. This competition has approximately \$1.2 million to award. OSSE maintains the right to adjust the grant awards and amounts as funding becomes available. OSSE does not guarantee a specific award amount, but rather will consider the size, scope and budget of the proposed project when determining the size of the award.

Eligible Applicants. High-need LEAs, including the District of Columbia Public Schools (DCPS) LEA and public charter schools, approved for operation in the 2008-2009 school year, or an eligible local partnership are eligible to apply. Please note that individual schools within the DCPS system and charter school campuses are **not** eligible to apply; the applicable LEA must apply on their behalf. Applicants that do meet the conditions of eligibility, as set forth in this section, and/or do not have an approved technology plan will not be forwarded to the review panel.

A high-need LEA is defined as an LEA that is among those LEAs in the District of Columbia with the highest percentages of children from families with incomes below the poverty line **and**:

- (a) serves one or more schools identified as in need of improvement,
- or**
- (b) has a substantial need for assistance in acquiring and using technology.

An eligible local partnership is a partnership that includes at least one high-need LEA and at least one of the following:

1. a LEA that can demonstrate that teachers in its schools are effectively integrating technology and proven teaching practices into instruction, based on a review of relevant research, and that the integration results in improvement in classroom instruction and in helping students meet challenging academic standards,
 2. an institution of higher education that is in full compliance with the reporting requirements of Section 207(f) of the Higher Education Act of 1965, as amended, and that has not been identified by the State as low-performing under that Act, **or**
 3. a public or private nonprofit organization with demonstrated expertise in the application of educational technology in instruction.
- **Definition of schools identified as in need of improvement:** A school is in its **first year of school improvement** when it has not made annual yearly progress (AYP) for two consecutive years. A school is identified for **year two of school improvement** if it does not make AYP for a second year after initially being identified as in need of improvement [Section 1116(b)(1)(A)]. A school identified for **corrective action** is a school that has not made AYP for four years [Section 1116(b)(7)]. A school identified for **restructuring** is a school that has not made AYP for five years [Section 1116(b)(8)].
 - **Substantial need** can be demonstrated through the needs assessment by documenting the areas listed below:
 - the current number of teachers and other school personnel (including library media personnel) who are not proficient in educational technology. *The applicant must provide the LEA's definition of proficiency in educational technology, and*
 - the current ability of the LEA to disseminate school information to the public, including parents and families, via electronic means such as electronic mail, official school website, and other various electronic resources.

and one or more of the following:

- the current connectivity capabilities of the LEA and its schools, specifically access to a local area network (LAN), which is a system or network of interconnected computers within a building, and where appropriate, a wide area network (WAN), which is a network that electronically interconnects multiple school networks within the district;
- the current connectivity capabilities for the LEA to be connected to broadband, high-speed voice video and data networks in all learning environments;
- the current environment to support for the assessment, acquisition and implementation of assistive and adaptive technology as outlined by the Individuals with Disabilities Education Improvement Act of 2004 (IDEA);
- the current ability of the LEA to develop and acquire instructional or educational materials that will be used to improve students' academic achievement;
- the current ability of the LEA to provide basic technology instruction for all students in middle schools in order to ensure students in the eighth grade have been exposed to word processing, PowerPoint, computer graphics, telecommunications, and database skills;
- the current ability of the LEA to offer advanced courses in technology skills (either academic or vocational in nature) at the secondary level; or
- the current computer to student ratio for student access to computers with internet capabilities.

Application Requirement: An eligible applicant must have an approved educational plan that is consistent with the objectives of the statewide technology plan located at www.osse.dc.gov. The application must include the eligible applicant's approved technology plan and documentation that shows the plan has been approved. If the school is a public charter school, the applicant must show that the DC PCSB has approved the plan. **Applications without an approved educational technology plan will not be forwarded to the review panel.**

Formation of a Consortium. A high-need LEA may apply for financial assistance under this grant as part of a consortium. The consortium must include a high-need LEA and at least one of the following:

- an LEA who can demonstrate that teachers in schools served by the LEA are effectively integrating technology and proven teaching practices, based on a review of relevant research, into instruction, and that the integration results in improvement in —
 - ◆ classroom instruction in the core academic subjects; and
 - ◆ the preparation of students to meet challenging State academic content and student academic achievement standards;
- an institution of higher education that is in full compliance with the reporting requirements of Section 207(f) of the Higher Education Act of 1965 and that has not been identified by its State as low-performing under Section 208 of such Act;
- a for-profit business or organization that develops, designs, manufactures, or produces technology products or services, or has substantial expertise in the application of technology in instruction; or
- a public or private nonprofit organization with demonstrated experience in the application of educational technology to instruction.

The consortium may also include other LEAs, educational service agencies, libraries, or other educational entities appropriate to provide local programs.

The actual applicant and fiduciary/fiscal agent of this grant must be an eligible LEA. [Section 2412(c)]

Applicant Priority Five (5) points. Five (5) priority points will be given to applications for applicants who have not received EETT Title II D competitive funding in the past.

Program Design Priority Points Eight (8) points. The Division of Education Excellence in the OSSE conducted a survey of the Districts' teachers, administrators, technology coordinators, and media/specialist/computer instructors to measure the state of technology in their schools. When asked "What are your classroom's critical technology need?", 50% or more of the respondents cited the need for more computers, educational software, productivity software, technical support, working computers and other technology equipment other than computers, school technology facilitators to assist teachers, and appropriate computer furniture. **Eight (8) priority points** will be given to proposals which target technology needs in one or more of the following areas: acquisition of hardware, education and productivity software (such as word processing, spreadsheet, presentation, and database software), technology equipment other than computers (such as LCD projectors, digital still and video cameras, network/local printers, computer lab, and mobile laptop lab), and the preparation of one or more teachers in the school as technology leaders who will assist other teachers in technology.

Award Period. The grant award period shall be **July 1, 2009 – September 30, 2010**. All funds must be obligated by September 30, 2010.

Grant Awards and Amounts. Grant awards will be made for a period of one year. The estimated amount of total funding available is **\$ 1.2 million**. The OSSE maintains the right to adjust the grant award and amounts as funding becomes available.

Grant Award Payments. In accordance with Section 80.21(d) of the Education Department General Administrative Regulations (EDGAR), the OSSE has implemented a reimbursement process for all sub-grantees. Reimbursements to sub-grantees for allowable and relevant program expenditures will be made upon execution of a Grant Award Agreement and submission and approval of the "Reimbursement Request" form.

Use of Funds. Recipient of funds under this program must use **no less than 25%** (set aside) of the grant award to provide ongoing, sustained and intensive **professional development**. In addition to increasing teacher proficiency in the use of educational technology, this professional development must include the integration of advanced technologies including innovative and emerging technologies in the school curriculum and instruction, particularly the core academic subjects, and using those technologies to create new learning environments and increase student academic achievement.

Applicants can request a waiver (Attachment K) for the 25% professional development set aside requirement if they can demonstrate, to the satisfaction of OSSE, that they already provide ongoing, sustained, and intensive, high-quality professional development to all teachers in core academic subjects in the integration of advanced technologies, including emerging technologies, into curricula and instruction.

Other uses of funds include:

- Establishing or expanding initiatives, particularly initiatives involving public-private partnerships, designed to increase access to technology for students and teachers, with special emphasis on the access of high-need schools to technology.
- Adapting or expanding existing and new applications of technology to enable teachers to increase student academic achievement, including technology literacy:
 1. through the use of teaching practices that are based on a review of relevant research and are designed to prepare students to meet challenging OSSE academic content and student academic achievement standards; and
 2. by the development and utilization of innovative distance learning strategies to deliver specialized or rigorous academic courses and curricula to areas that would not otherwise have access to such courses and curricula.
- Acquiring proven and effective courses and curricula that include integrated technology and are designed to help students meet challenging OSSE academic content and student academic achievement standards.
- Acquiring, adapting, expanding, implementing, repairing, and maintaining existing and new applications of technology, to support the school reform effort and to improve student academic achievement, including technology literacy.
- Using technology to collect, manage, and analyze data to inform and enhance teaching and school improvement efforts.
- Implementing performance measurement systems to determine the effectiveness of funded education technology programs with an emphasis in determining the extent to which these activities are effective in integrating technology into curricula and instruction, increasing the ability of teachers to teach, and enabling students to meet the OSSE academic content and academic achievement standards.

Equitable Access and Participation. In accordance with Title IX, Part E Uniform Provisions, Subpart 1, Section 9501 of NCLB, “High-need local educational agencies” and “eligible local partnerships/consortium” must:

- Engage in timely and meaningful consultation with appropriate private school(s) at the beginning of application development and
- Continue consultation throughout the implementation of program activities after the application is awarded.
- Such consultation should first determine whether the private school(s) within the area(s) served by the “high-need local educational agency” or “eligible local partnership” wishes to participate in the Title II Part D competitive grant proposal. Applicants must provide documentation pertaining to this consultation requirement on the Documentation of Private School Consultation form (Attachment E). This form must include the signature of the appropriate private school official(s). A listing of participating private/nonpublic schools is attached (Attachment F).

How to Apply. Use **RFA #0320-09/2D** to apply for the EETT program. The RFA will be available on the Office of the State Superintendent of Education's (OSSE) website at <http://www.osse.dc.gov> Mayor's Office of Partnership and Grants Development (OPGD) website at <http://www.opgd.dc.gov> and/or by contacting Carol Wilson, Program Specialist at: (202) 741-6481 or carol.wilson@dc.gov.

Applicants are **strongly encouraged** to attend one of three Pre-Application Conferences scheduled for **Thursday, March 26 2009** from 2:00 p.m. to 4:00 p.m., **Friday, April 3, 2009** from 10:00 a.m. to 12:00 noon, and **Friday, April 17, 2009** from 10:00 a.m. to 12:00 noon at 51 N Street NE, Washington, DC 3rd floor conference room and/or one of two Teleconferences on **Wednesday, April 8, 2009** AM session 10:00 a.m. to 12:00 noon or PM session 2:00 p.m. to 4:00 p.m. **Pre-registration for the pre-application conferences and teleconferences are mandatory.** No more than two individuals from an organization may register for the pre-application conference. **Please bring a copy of the RFA to the Pre-Application Conference.**

Technical Assistance Questions: Applicants are asked to email their questions to carol.wilson@dc.gov on or before 5:00 pm, **Friday, April 24, 2009**. Every effort will be made to respond to questions within 2 business days. Technical assistance questions and responses will be shared with all applicants who attend the pre-application conferences and who email their contact information to carol.wilson@dc.gov. Please include **RFA # 0320-09/2D** in the subject line of your email. Questions submitted after the deadline date will not receive responses.

Award Decisions. The review panel for this RFA is composed of neutral, qualified, professional individuals who have been selected for their unique qualifications in the elementary and secondary education fields and/or instructional technology. The review panel will evaluate and score eligible applications based upon the quality and completeness of the narrative questions, required information, and budgetary reasonableness. The review panel will score and rank the applications using a rubric that assigns point values as demonstrated in the application. All applications are evaluated using the same criteria. Applications that score at or above the state determined score will be further reviewed by the DC OSSE Division of Education Excellence. The OSSE Division of Education Excellence makes the final award determinations.

Contact Person. For further information regarding this RFA competitive process, please contact:

Carol Wilson
Office of the State Superintendent of Education
Division of Education Excellence
51 N Street, NE, 3rd Floor, Suite 3014-D
Washington, DC 20002
carol.wilson@dc.gov
202-741-6481

SUBMISSION OF APPLICATIONS

Eligible applicants must submit an original application (marked “original”) with three (3) copies of the application (for a total of four (4) applications) and one electronic copy (on CD-ROM only) on or before **Friday, May 1, 2009 at 6:00 p.m.** In order for the applications to be reviewed in strict anonymity, we request that all identifiers (applicant organization’s and primary partners’ names and addresses, key personnel names, etc…) be removed from the three copies. The applicant is to use the last five (5) digits of the LEA’s Federal Identification Number in the place of the organization’s name on the three copies. Only the original application should include the name, initials, and/or any other naming conventions, addresses, and key personnel names that will identify your organization and its primary partners.

Two (2) copies of Attachment A should be affixed to the outside of the envelope or package. This will serve as your receipt of submission.

This application package must be submitted to the Office of the State Superintendent of Education, Division of Education Excellence, 51 N Street, NE, 3rd Floor, Suite 3014-D, Washington, DC 20002, ATTN: Carol Wilson no later than **6:00 p.m. on May 1, 2009.**

Applications will not be forwarded to the review panel if the applicant fails to submit the required four (4) applications (one (1) original and three (3) copies) and one (1) electronic copy (CD-ROM). Electronic and facsimile submissions will not be accepted.

The following should be included in the appendix section of this application:

- needs assessment,
- proposed program design narrative,
- The LEA’s current Acceptable Use Policy (AUP), and
- The LEA’s Internet Safety Policy Agreement (ISPA).

Application Submission Date and Time. Applications are due no later than **6:00 p.m. on Friday, May 1, 2009.** All applications will be recorded upon receipt. **Applications submitted on or after 6:01 p.m. Friday, May 1, 2009 will not be forwarded to the review panel for funding consideration.**

Any additions or deletions to an application will not be accepted after the deadline of **6:00 p.m. Friday, May 1, 2009.** **Applications must be ready for receipt by the Division of Education Excellence by 6:00 p.m. on Friday, May 1, 2009. No exceptions.**

An original, three (3) copies, and an electronic copy (CD-ROM only) of the application must be delivered to the following location:

Office of the State Superintendent of Education
Division of Education Excellence
51 N Street, NE, 3rd Floor, Suite 3014-D
Washington, DC 20002
ATTN: Carol Wilson

Mail/Courier/Messenger Delivery: Applications that are mailed or delivered by messenger/courier services must be sent in sufficient time to be received by 6:00 p.m. on Friday, May 1, 2009. Applications arriving via messenger/courier services after the posted deadline of 6:00 p.m. on Friday, May 1, 2009 will not be forwarded to the review panel.

Include only the information requested and answer all questions thoroughly. Binders, special covers, marketing materials, etc., will not be reviewed to determine if a provider meets the criteria. Reviewers will not check websites to verify or review documentation. All relevant supplemental materials must be incorporated into the application. No exceptions. Do not exceed the page limit listed for each section. Support documents and examples should only be attached if requested.

GENERAL GRANT PROVISIONS

Insurance. The applicant, when requested, must be able to show proof of all insurance coverage required by law.

Payments. In accordance with Section 80.21(d) of the EDGAR, the OSSE has implemented a reimbursement process for all sub-grantees. Reimbursements to sub-grantees for allowable and relevant program expenditures will be made upon execution of a Grant Award Agreement and submission and approval of the “Reimbursement Request” form. Copies of this form will be provided once the grant is awarded.

Audits. At any time or times before final payment and five (5) years thereafter, the OSSE may have the sub-grantee’s expenditure statements and source documentation audited.

Reporting Requirements. Sub-grantees are required to submit reimbursement requests, interim performance, and financial reports to the OSSE. These reports describe program, expenditures and activities, process data, accomplishments, performance measures, outcomes and other data as required by Federal and State regulations as outlined in the grant application and any subsequent contingencies. The frequency of submission of reimbursement requests should not be less than one month. Required documentation to support expenditures including contracts, purchase orders, cancelled checks, invoices, receipts, etc. are not to be submitted with the reimbursement requests form or interim financial reports but are to be kept on file for review by the OSSE.

Timely submission of these reports is essential to ensure compliance with effective grants management. All applicants are strongly encouraged to review and evaluate their organizational capacity to meet reporting requirements. Failure to submit timely reports may result in possible suspension and/or termination of the grant award.

Technical assistance will be provided on these required reporting activities at the scheduled mandatory post-award meeting. This technical assistance workshop will include a timeline for interim reporting requirements.

Certifications and Assurances. Applicants shall complete and return with the application the information requested in Attachments B and C.

Nondiscrimination in the Delivery of Services. In accordance with Title VI of the Civil Rights Act of 1964 (Public Law 88-352), as amended, no person shall, on the grounds of race, color, religion, nationality, sex, or political opinion, be denied the benefits of , or be subjected to discrimination under any program or activity operating under the District of Columbia’s EETT Program.

REQUIRED APPLICATION INFORMATION

Each LEA requesting funding under this grant shall submit an application consistent with the objectives of the systemic statewide plan attached to this RFA. In its application, the applicant shall be responsible for:

1. A description of how the applicant will use Federal funds to improve the academic achievement, including technology literacy, of all students attending schools served by the LEA and to improve the capacity of all teachers teaching in schools served by the LEA to integrate technology effectively into curricula and instruction;
2. A description of the applicant's specific goals for using advanced technology to improve student academic achievement aligned with the OSSE’s academic content and student academic achievement standards;
3. A description of the steps the applicant will take to ensure that all students and teachers in schools served by the LEA involved have increased access to educational technology, including how funds will be used to ensure:
 - (A) students in high-poverty and high-needs schools have access to technology
 - (B) teachers are prepared to integrate technology effectively into curricula and instruction.
4. A description of the type and costs of technologies to be acquired and including specific provisions for interoperability among components of such technologies
5. A description of how the applicant will coordinate activities paid for with these funds with technology –related activities paid for other funds:
6. A description of how the applicant will—
 - (A) identify and promote curricula and teaching strategies that integrate technology effectively into curricula and instruction, based on scientifically based research, leading to improvements in student academic achievement, as measured by OSSE’s academic content and student academic achievement standards; and
 - (B) provide ongoing, sustained professional development for teachers, principals, administrators, and school library media personnel serving the LEA, to further the effective use of technology in the classroom or library media center, including, if applicable, a list of the entities that will be partners with the LEA involved in providing the ongoing, sustained professional development;
7. A description of how the applicant will integrate technology (including software and other electronically delivered learning materials) into curricula and instruction, and a timeline for such integration;
8. A description of how the applicant will encourage the development and utilization of innovative strategies for the delivery of specialized or rigorous academic courses and curricula through the use of technology, including distance learning technologies, particularly for those areas that would not otherwise have access to such courses and curricula due to geographical isolation or insufficient resources;

9. A description of how the applicant will ensure the effective use of technology to promote parental involvement and increase communication with parents, including a description of how parents will be informed of the technology being applied in their child's education so that the parents are able to reinforce at home the instruction their child receives at school;
10. A description of how programs will be developed, where applicable, in collaboration with adult literacy service providers, to maximize the use of technology
11. A description of the process and accountability measures that the applicant will use to evaluate the extent to which funded activities are effective in integrating technology into curricula and instruction, increasing the ability of teachers to teach, and enabling students to meet the OSSE's academic content and student academic achievement standards: and
12. A description of the supporting resources that will be purchased to ensure successful and effective uses of technology.

Evaluation and Sustainability Plan. The LEA must provide for an evaluation of the progress achieved by the use of and effectiveness of education technology programs funded with these grant funds. The evaluation must contain clear performance indicators and specific outcomes. Additionally, this evaluation must include a determination of the extent in which activities: are effective in integrating technology into curricula and instruction; have increased the ability of teachers to teach; and enabled students to meet the OSSE's academic content and student academic achievement standards. Each applicant must describe its plans for achieving program goals with a clearly defined timeline, what significant benchmarks will be accomplished, and how the program will be monitored at key points. Applicant must include; the type of data that will be collected and how it will be used and a description of the process used that will be used to report to the public on their progress. The individual responsible for performing the evaluation must be identified in the application.

Each LEA must describe its plans to leverage other resources from partners, vendors, and service providers to sustain and further develop operations beyond the grant period.

Work Plan. All activities, described in the application, which have performance and funding implications must appear in the Work Plan (Attachment J). The Work Plan must demonstrate that the internal management (including subcontractors and/or partners) will ensure the accomplishment of the proposed project and that the submitting team has the capability of managing the project, organizing the work, performing the activities, and meeting deadlines.

Also the following items are to be included in the appendix of the proposal to further support management capacity:

- an organizational chart of the personnel assigned to this project and each person's position in the program;
- the name of the project manager(s), a copy of their résumé(s), and a statement of their experiences. The project manager must have at least two years experience in managing similar or related projects of comparable scope and size;
- a clear description of each staff position and the amount of time each staff person will spend on project activities; and
- résumés for additional proposed personnel team and for each participant who will exercise a major administrative, policy, or consultant role.

Detailed Budget, Budget Worksheet, and Budget Narrative. The applicant must include in the appendix a detailed Budget. Also, the applicant must complete the Budget Worksheet and Budget Narrative (Attachment G) and include it with the application. The detailed Budget, Budget Worksheet and Budget Narrative should be clearly tied to the scope and requirements of the project design. All activities, described in the application and Work Plan, that have funding implications must appear in the detailed Budget, Budget Worksheet, and Budget Narrative. The budget worksheet will be used to identify budget line items according to the following categories: salaries and wages, fringes benefits, contracted services, supplies and materials, equipment, other charges, and indirect costs (if necessary). The detailed Budget will itemize the amounts reported in the budget worksheet (Attachment G). Any in-kind contributions also need to be identified in the detailed budget and budget worksheet.

The Budget Narrative must present a detailed justification of all expenditures and the basis used to derive the proposed costs.

Implementation Strategies. The application should include well thought out and detailed implementation strategies that will be used to obtain the sought after goals and objectives. Implementation strategies should be clearly articulated and linked to the applicant's DC PCSB approved Educational Technology Plan and consistent with the state technology plan. Also, implementation strategies should be based on; best practices; research based; and/on citations from studies of similar populations. Implementation strategies should; be reasonable and obtainable; clearly articulated professional development program; consider developmental needs, diverse learning styles, multiple intelligences, exceptional abilities, and special needs of students; articulate how student achievement will increase; and describe the type of technologies to be acquired and supporting resources.

SCORING CRITERIA

Review Panel

The review panel for this RFA is composed of neutral, qualified, professional individuals who have been selected for their unique qualifications in the elementary and secondary education fields. The review panel is responsible for scoring and ranking applications. Upon completion of the review, the panel shall make recommendations for awards based on the scoring process. The OSSE shall make the final funding determinations.

Decision on Awards

The recommendations of the review panel are advisory only and not binding on the OSSE. The final decision on awards is vested solely with the OSSE. After reviewing the recommendations of the panel and any other information considered relevant, the OSSE shall make the decisions regarding which applications will be awarded and the amounts to be funded.

If the application meets all of the basic formatting and eligibility requirements detailed in this RFA, the review panel will evaluate each application using the following scoring rubric.

**ENHANCING EDUCATION THROUGH TECHNOLOGY
COMPETITIVE GRANT PROGRAM
RFA #0320-09/2D
SCORING RUBRIC**

Application #: _____
Reviewer's Initials: _____

Date of Review: _____

Directions: Please indicate the appropriate point values and place the total score in the last column for each selection criteria as listed in the RFA. Additionally, please write comments regarding specific strengths and weaknesses for each criterion. Each criterion should have a minimum of one substantive comment for each strength and weakness. Whenever possible, and as appropriate, please indicate a specific page number to illustrate this citation.

Application Requirements (to be completed by OSSE)	Yes	No
Does the application clearly indicate that the applicant is a “high need LEA”? A high-need LEA is defined as an LEA that is among those LEAs in the District of Columbia with the highest percentages of children from families with incomes below the poverty line <u>and</u> : serves one or more schools identified as in need of improvement <u>or</u> has a substantial need for assistance in acquiring and using technology, and: Is there an approved educational technology plan included with the application?	Submit application for review	Application not submitted for review. “High Need” LEA and/or approved education technology plan requirement(s) not meet.

Application Priority (5 points) (to be completed by OSSE)	Yes	No	Total Score
Has this applicant received Title II D competitive grant funds in the past?	0	5	



Application #: _____

Reviewer's Initials: _____

Program Design Priority (8 points)	Yes	No	Total Score
Does the program design target one or more of the following areas identified in the State Needs Assessment survey:			
◆ acquisition of hardware			
◆ acquisition of education and/or productivity software			
◆ acquisition of technology equipment other than computers (LCD projectors, digital still and/or video cameras, network/local printers, etc...)	8	0	
◆ installation of a computer lab			
◆ acquisition of a mobile laptop lab			
◆ preparation of one or more teachers in the school as technology leaders who will assist other teachers in technology			
TOTAL POINTS FOR PROGRAM DESIGN CRITERIA OUT OF 8 POINTS			

Reviewer's Comments:

Application #: _____

Reviewer's Initials: _____

STATEMENT OF NEED (20 Points)

Application must include a needs assessment. Applicants must demonstrate that they have identified specific needs of their students and teachers in the area of technology. When selecting information technology resources, educators are encouraged to consider the following: developmental needs of elementary, middle school, and high school students; diverse learning styles and multiple intelligences; exceptional abilities and aptitudes; and special needs populations.

Scoring Criteria	No Evidence	Partial Evidence	Full Evidence	Total Score for Criteria
Application contains a detailed needs assessment.	0	1	2	
Applicant has identified specific technology needs of students.	0	1	2	
Applicant has identified specific technology needs of teachers.	0	1	2	
Applicant has identified the number of students, teachers, and other school personnel who are not proficient in educational technology.	0	1	2	
Applicant has provided the LEA's definition of proficiency in educational technology.	0	1	2	
Applicant has described the current ability of the LEA to disseminate school information to the public, including parents and families, and the method for dissemination.	0	1	2	
Applicant has adequately described one or more of the following items:				
	0 Items	1-3 Items	4-5 Items	
connectivity capabilities to LANS, WANS, broadband, etc				
environment to support the assessment/acquisition/implementation of assistive and adaptive technology ability				
ability to develop/acquire instructional/educational materials to be used to improve student academic achievement	0	5	8	
ability to provide basic technology instruction to ensure exposure of eighth grade students to production applications				
computer to student ratio				
TOTAL POINTS FOR STATEMENT OF NEED CRITERIA OUT OF 20 POINTS				

Reviewer's Comments:

Application #: _____

Reviewer's Initials: _____

GOALS and OBJECTIVES – WORK PLAN (ATTACHMENT J) (16 Points)

Applicants must have clearly identified goals and objectives for the outcome(s) of the proposal. The goals and objectives must be stated in a manner that is measurable and unambiguous. This should be presented on the Work Plan (Attachment J) and must reflect plans presented in the design. Goals and objectives should have positive and long-term impacts on student achievement. Applicant must show how its program goals and objectives support one or more of the current priorities outlined in the state’s technology plan located at www.osse.dc.gov as well as in the LEA’s own current technology plan.

Scoring Criteria	No Evidence	Partial Evidence	Full Evidence	Total Score for Criteria
Applicant has identified clear goals and objectives for the outcome(s) of the proposal.	0	1	2	
Applicant’s goals and objectives for outcome are stated in measureable terms.	0	1	2	
Applicant’s goals and objectives are reasonable and appear to be obtainable.	0	1	2	
Applicant’s goals and objectives accurately reflect plans presented in the proposal.	0	1	2	
Applicant’s activities appear to be effective in obtaining its respective goals and objectives.	0	1	2	
Applicant has identified short-term goals and objectives for student achievement.	0	1	2	
Applicant has identified long-term goals and objectives for student achievement.	0	1	2	
Applicant has adequately related one or more program goals and objectives to the current priorities outlined in the State’s technology plan (located at www.osse.dc.gov) and its own DC PCSB approved technology plan.	0	1	2	

TOTAL POINTS FOR GOAL AND OBJECTIVES – WORK PLAN CRITERIA OUT OF 16 POINTS

Reviewer Comments:

Application #: _____

Reviewer's Initials: _____

STRATEGIES (18 Points)

The strategies must be consistent with the state's technology plan located at www.osse.dc.gov and the LEA's approved educational technology plan. Strategies must be based on best practices, research-based findings, or citations from studies of similar populations. These strategies must be clearly linked to research-based best practices and must be clearly articulated.

Scoring Criteria	No Evidence	Partial Evidence	Full Evidence	Total Score for Criteria
Applicant's implementation strategies are clearly articulated and linked to the LEA's DC PCSB approved Educational Technology Plan.	0	1	2	
Applicant's implementation strategies are consistent with the state technology plan located at www.osse.dc.gov .	0	1	2	
Applicant has clearly identified how strategies are based on best practices, research –based findings, and/or citations from studies of similar populations.	0	1	2	
Applicant's implementation strategies are reasonable and obtainable.	0	1	2	
Applicant's implementation strategies include clearly articulated professional development for teachers, including follow-up and monitoring of strategy implementation by teachers and an explanation of how the program will be developed to maximize the use of the technology by teachers.	0	1	2	
Applicant's implementation strategies take into consideration developmental needs, diverse learning styles, multiple intelligences, exceptional abilities, and special needs of students	0	1	2	
Applicant's implementation strategies clearly articulate how student achievement will increase.	0	1	2	
Applicant provides a description of the type of technologies to be acquired, including specific provisions (i.e. extended warranties, maintenance agreements) for inoperability among components of such technologies.	0	1	2	
Applicant provides a description of supporting resources, such as services, software and print resources, which will be acquired to ensure successful and effective use of technologies acquired.	0	1	2	
TOTAL POINTS FOR STRATEGIES CRITERIA OUT OF 18 POINTS				

Reviewer Comments:

Application #: _____

Reviewer's Initials: _____

EVALUATION AND SUSTAINABILITY (18 Points)

All applicants are required to establish performance indicators as part of their plans and to report to the public on their progress annually. LEAs are required to describe a process for the ongoing evaluation of how technology acquired will be integrated into improving the school curriculum and increasing student achievement. The Government Performance and Results Act (GPRA) apply. The evaluation plan must address who will be responsible for completing the evaluation, what implementation and outcome data will be collected, the implementation and outcome data collection instruments, and the timeline for implementation and outcome data to be collected.

Scoring Criteria	No Evidence	Partial Evidence	Full Evidence	Total Score for Criteria
Applicant has established clear performance indicators (e.g. integrating technology into curricula and instruction, increasing the ability of teachers to teach, and enabling students to meet state standards) with specific outcomes.	0	1	2	
Applicant has indicated how they will report to the public on their progress.	0	1	2	
Applicant has clearly described the process for ongoing evaluation of technology's role in increasing student achievement and improving school curriculum.	0	1	2	
Applicant has clearly identified who will be responsible for completing the evaluation.	0	1	2	
Applicant has clearly identified what type of data will be collected and how it will be used.	0	1	2	
Applicant has clearly identified an evaluation timeline, including how the program will be monitored at key points of implementation	0	1	2	
Applicant gives a description of how it will leverage other resources to sustain and further develop operations beyond the grant period.	0	1	2	
Applicant's sustainability plan appears to be reasonable and obtainable.	0	1	2	
Applicant identifies the resources (i.e. partners, vendors, service providers, etc.) it will use to sustain and develop operations beyond grant period.	0	1	2	

TOTAL POINTS FOR EVALUATION AND SUSTAINABILITY CRITERIA OUT OF 18 POINTS

Reviewer Comments:

Application #: _____

Reviewer's Initials: _____

WORK PLAN, DETAILED BUDGET, BUDGET WORKSHEET, AND BUDGET NARRATIVE (28 Points)

Applicants must provide detailed description of the costs for all proposed activities according to category of expenditures provided. This section should say exactly what will be purchased, where it will be installed, and who the intended users will be.

Scoring Criteria		No Evidence	Partial Evidence	Full Evidence	Total Score for Criteria
Application includes a complete and comprehensive Budget Narrative.		0	1	2	
Applicant has provided a detailed Budget which gives a description of the costs for all proposed activities, including projected costs of technologies to be acquired and related expenses needed to implement the plan.		0	1	2	
Program costs are necessary, reasonable, allowable, and allocable under the guidelines of Title II D- Enhancing Education Through Technology.		0	1	2	
Costs associated with activities in Work Plan are reasonable, allowable, and allocable under the guidelines of Title II D – Enhancing Education Through Technology.		0	1	2	
Timeframes associated with activities listed in Work Plan are reasonable and obtainable.		0	1	2	
Professional Development	Application includes the appropriate 25% set aside for ongoing, sustained, and intensive professional development.	0	1	2	
	Application includes the Professional Development Set Aside Waiver with sufficient documentation that demonstrates the granting of this waiver.				
Applicant has provided résumé for the project manager which contains a statement of their experiences which includes at least two years in managing similar or related projects of comparable scope and size.		0	1	2	
Applicant has provided résumé(s) for each responsible persons listed in the Work Plan.		0	1	2	
Responsible persons/contractor/organization listed in the work plan appears to have the expertise required for the associated activity.		0	1	2	
Activities listed in the work plan are reasonable for obtaining project goals/objectives.		0	1	2	
Applicant has indicated where equipment will be installed.		0	1	2	
Applicant has clearly identified who will be the intended users of the equipment.		0	1	2	
Applicant has clearly indicated that Federal funds will be used to supplement not supplant other Federal and local dollars, including a description of how the LEA will coordinate the technology provided by this grant with other grant funds available for technology from State and local sources.		0	1	2	
Applicant has clearly indicated what will be purchased.		0	1	2	
WORK PLAN, DETAILED BUDGET, BUDGET WORKSHEET, AND BUDGET NARRATIVE CRITERIA OUT OF 28 POINTS					

Reviewer Comments:

Application #: _____

Reviewer's Initials: _____

SCORE SUMMARY		
<i>Criteria</i>	<i>Possible Score</i>	<i>Application Score</i>
Application Priority Points	5	
Program Design Priority Points	8	
Statement of Need	20	
Goals and Objectives – Work Plan	16	
Strategies	18	
Evaluation and Sustainability	18	
Work Plan, Budget Summary and Budget Narrative	28	
TOTAL	113	

Overall Reviewer Comments. Evaluate the quality of the application in its entirety. Aside from your comments in the individual sections, consider how well the whole application flowed and was logical. Was the information found in the appropriate section of the proposal, where there any excessive grammatical and spelling errors, and was it a comprehensive and inclusive proposal? Do all of the sections support each other? Was there a table of contents and where supporting documents in the appendices labeled and clearly identified which allowed for information to be readily identified?

Reviewer's Signature: _____

Date: _____

Strengths: _____

Weaknesses: _____

Attachment A – Application Receipt Form

**Office of the State Superintendent of Education (OSSE)
Division of Education Excellence**

**Enhancing Education Through Technology (EETT)
Competitive Grant Program
RFA #0320-09/2D**

**OSSE Division of Education Excellence USE ONLY
(To be completed at time of Submission)**

Please Indicate Time: _____ a.m./p.m.

Applicant: _____

ORIGINAL APPLICATION, _____ COPIES, and _____ CD-ROMS
RECEIVED ON THIS DATE. _____ / _____ / _____ 2009

Received from: _____
(print name)

Title: _____

Initials: _____

Received by: _____
(OSSE Staff – print name)

Attachment B – Certifications

Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters, and Drug-Free Workplace Requirements Combined Assurance

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Non Procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Agency determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (Including sub-grants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of

any of the offenses enumerated in paragraph (2)(b) of this certification; and

d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 -

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the address provided in the application instructions. Notice shall include the identification number(s) of each affected grant;

Attachment B – Certifications

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 —

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to the address provided in the application instructions. Notice shall include the identification number(s) of each affected grant.

Place of Performance (Street address, city, county, state, zip code)

* Address:

— if there are workplaces on file that are not identified here.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

* NAME OF APPLICANT

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

* Name

* Title:

SIGNATURE

DATE

08-13-1967

ATTACHMENTS

File Name

Mime Type

ED 80-0013

12/98

Attachment B – Certifications

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms “covered transaction,” “debarred,” “suspended,” “ineligible,” “lower tier covered transaction,” “participant,” “person,” “primary covered transaction,” “principal,” “proposal,” and “voluntarily excluded,” as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled A Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions, and without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to, check the Non Procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph S of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

* NAME OF APPLICANT

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

* Name:

* Title:

Signature:

Submitted Date: 08-13-1967

Optional Attachment

File Name

Mime Type

Attachment B – Certifications

CERTIFICATION REGARDING LOBBYING

Applicants must review the requirements for certification regarding lobbying included in the regulations cited below before completing this form. Applicants must sign this form to comply with the certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying." This certification is a material representation of fact upon which the Department of Education relies when it makes a grant or enters into a cooperative agreement.

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a Federal contract, grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts under grants and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certification.

NAME OF APPLICANT	PR/AWARD NUMBER AND / OR PROJECT NAME
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
SIGNATURE	DATE

Attachment B – Certifications

Approved by OMB
0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

<p>1. Type of Federal Action: a. contract _____ b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p>	<p>2. Status of Federal Action: a. bid/offer/application _____ b. initial award c. post-award</p>	<p>3. Report Type: a. initial filing _____ b. material change</p> <p>For material change only: Year _____ quarter _____ Date of last report _____</p>
<p>4. Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known:</p> <p>Congressional District, if known:</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known:</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable: _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known: \$ _____</p>	
<p>10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i></p>	<p>b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i></p>	
<p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>	<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Telephone No.: _____ Date: _____</p>	
<p>Federal Use Only</p>	<p>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</p>	

Attachment B – Certifications

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks “Subawardee,” then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., “RFP-DE-90-001.”
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

Attachment C – Statement of Assurances

OMB Approval No. 0348-0040

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

- Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
- Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

Attachment C – Statement of Assurances

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, AAudits of States, Local Governments, and Non-Profit Organizations.≡
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

In addition to the above assurances, should an award of funds from the Enhancing Education Through Technology Program be made to the applicant in support of the activities proposed in this application, the authorized signature on the cover page of this application certifies to the Department of Education that the authorized official will:

- 1. Upon request, provide the Office of the State Superintendent of Education - Division of Education Excellence with access to records and other sources of information that may be necessary to determine compliance with appropriate federal and state laws and regulations;**
- 2. Conduct educational activities funded by this project in compliance with the following federal laws:**
 - a. Americans with Disabilities Act of 1990; and**
 - b. No Child Left Behind Act of 2001.**

Attachment C - Statement of Assurances

- 3. Use grant funds to supplement and not supplant funds from nonfederal sources;**
- 4. Take into account during the development of programming the need for greater access to and participation in the targeted disciplines by students from historically under represented and under served groups.**
- 5. Submit, in accordance with stated guidelines and deadlines, all program evaluation reports required by the U.S. Department of Education and the (Office of the State Superintendent of Education - Division of Education Excellence).**

The applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including but not limited to OMB Circulars No. A-21, A-87, A-122, A-133; Uniform Administrative Requirements for Grants and Agreements With Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations; and Education Department General Administrative Regulations (EDGAR) Title 34 Code of Federal Regulations Parts 74-86 and 97-99 that govern the application, acceptance and use of Federal funds for this federally-assisted project.

Also, the Applicant assures and certifies that:

- 1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.**
- 2. It will comply with the minimum wage and maximum hour's provisions of the Federal Fair Labor Standards Act if applicable.**
- 3. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.**
- 4. It will give the sponsoring agency of the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.**
- 5. It will comply with all requirements imposed by the Federal-sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.**
- 6. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.**

Attachment C - Statement of Assurances

7. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348), dated October 19, 1982, (16 USC 3501 et. seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.
8. It will participate in all State Math/Science Partnership training and post-award conferences.
9. It will submit, in a timely manner, all required State reports, to include data, financial and performance reports as requested.
10. It will maintain financial accounting and program evaluation records and will make available such records for review by the SEA, legislative auditors, and all other required personnel for at least 3 years after the end of the Math and Science Partnership Program.
11. It has conducted meaningful consultation with eligible private/nonpublic school officials regarding the design and implementation of the proposed program and has obtained documentation of such consultation.
12. It understands that compliance with the above-stated assurances constitutes a condition of continued receipt of federal funding under this program and is binding upon all partners in the partnership.

SIGNATURE OF ALL PARTNERS IS REQUIRED BELOW

Signature	Organization	Date
Signature	Organization	Date
Signature	Organization	Date
Signature	Organization	Date

Attachment D(a) – Partner Identification Form

Enhancing Education Through Technology RFA #0320-09/2D

Partner Institution:	Brief Description of Partnership (Expanded description should be given in narrative form in the Partnerships section of Program Narrative). Attach a formal MOU or letter of commitment for each partnership with this partner identification form.	
Department:		
Primary Contact Name:		
Primary Contact Title:		
Address: _____ _____		
Phone Number: _____		Fax Number: _____
Email Address: _____		

Type of Organization (Check all that applies.)

- Local Educational Agency
- Institution of Higher Education
- DCPS Public School
- Charter School
- Private School
- Business
- For-Profit
- Non-Profit
- Other _____

Signature of Authorized Organization/Institution Official

Date

Print Name and Title (if different from primary contact)

Attachment D(b) – Consortia - Identification Form

Enhancing Education Through Technology RFA #0320-09/2D

Name:	<p>The LEA must demonstrate that teachers in schools served by the LEA are effectively integrating technology and proven teaching practices into instruction, based on a review of relevant research, and that the integration results in improvement in:</p> <ol style="list-style-type: none"> 1) classroom instruction in the core academic subjects; and 2) the preparation of students to meet challenging State academic content and student academic achievement standards. <p>Other consortia entities must include at least one of the following:</p> <ul style="list-style-type: none"> • institution of higher education that is in full compliance with the reporting requirements of section 207(f) of the Higher Education Act of 1965 and that has not been identified by its State as low-performing under section 208 of such Act; • for-profit business or organization that develops, designs, manufactures, or produces technology products or services, or has substantial expertise in the application of technology in instruction; or • public or private nonprofit organization with demonstrated experience in the application of educational technology to instruction; and <p>The consortium may also include other local educational agencies, educational service agencies, libraries, or other educational entities appropriate to provide local programs.</p> <p>The actual applicant and fiduciary/fiscal agent of this grant must be an eligible LEA. <i>[Section 2412(c)] Members of the consortium must complete a MOU and attach with this consortia-identification form.</i></p>
Fiduciary LEA : <input type="checkbox"/> Yes <input type="checkbox"/> No	
Primary Contact Name:	
Primary Contact Title:	
Address: _____ _____	
Phone Number:	Fax Number:
Email Address:	

Type of Organization (check all that applies.)

- Local Educational Agency
- Institution of Higher Education
- DCPS Public School
- Charter School
- Private School
- Business
- For-Profit
- Non-Profit
- Other _____

Signature of Authorized Organization/Institution Official

Date

Print Name and Title (if different from primary contact)

Attachment E – Documentation of Private School Consultation

Enhancing Education Through Technology RFA #0320-09/2D

Applicant Name:

In accordance with the federal NCLB requirements, the following private school representatives were contacted. They were offered a genuine opportunity to express their view regarding the above Request for Applications. This opportunity was provided before any decision that affects the opportunities of the students, teachers and other educational personnel from these nonpublic schools, became final as part of this application.

Name of Consulted Private School:

Private School Contact Person:

Telephone Number:

Date of Consultation:

E mail Address:

How was the consultation delivered (i.e. email, mail, telephone, in person)?

Please provide a Brief Summary of Consultation. (Your summary should include responses to the following questions; What services will be offered? How will the participant's needs be identified? How, where, and by whom will the services be provided? How will the services be assessed? How will the results of the assessment be used to improve the services above?)

Outcome of Consultation: Yes, will participate No, will not participate

(Use additional sheets as necessary and please sign each sheet.)

Signature of Applicant

____/____/____
Date Signed

Signature of Private School Representative

____/____/____
Date Signed

ATTACHMENT F - List of Private Schools – SY 2009

Academia De La Recta Porta
7614 Georgia Avenue, NW
Washington, DC 20012
202-726-8737

Academy for Ideal Education
1501 Gallatin St, N.W.
Washington, DC 20011
202-726-0313

**The Ambassador Baptist Church
Christian School**
1412 Minnesota Ave., S.E.
Washington, DC 20020
202-678-1993

Adventureland
4015 Kansas Avenue NW
Washington, DC 20011
202-722-0828

Aidan Montessori School
2700 27th Street, N.W.
Washington, DC 20008
202-387-2700

**Anacostia Bible Church Christian
School**
1610 T Street, S.E.
Washington, DC 20020
202-678-6555

Annunciation School
3825 Klingle Place, NW,
Washington, DC 20016
202-362-1408

*** Archbishop Carroll High School**
4300 Harewood Road, NE
Washington, DC 20017
202-529-0900

Auguste Montessori School
3600 Ellicott Street, N.W.
Washington, DC 20008
202-237-1788

**Beauvoir–The National Cathedral
Elementary School**
3500 Woodley Road, NW,
Washington, DC 20016
202-537-6485

Blessed Sacrament Elementary School
5841 Chevy Chase Parkway, NW
Washington, DC 20815
202-966-6682

Bridges Academy
6119 Georgia Avenue, N.W
Washington, DC 20011
202-829-1901

British School of Washington
4715 16th Street, N.W.
Washington, DC 20011
202-829-3700

Calvary Christian Academy
806 Rhode Island Avenue, N.E.
Washington, DC 20018
202-526-5176

Capitol Hill Day School
210 South Carolina, SE
Washington, DC 20003
202-547-2244

Clara Muhammad School
2313 M.L. King, Jr. Avenue, S.E.
Washington, DC 20020
202-610-1090

Coeus International School
4401 Connecticut Avenue, NW
6th Floor
Washington, DC 20008
202-237-0040

**Cornerstone Beulah Christian
Academy**
5820 Dix Street, N.E.
Washington, DC 20019
202-388-0627

Cornerstone Community School
907 Maryland Avenue NE
Washington, DC 20002-5307
202-543-2881

**Cornerstone Mt. Carmel Christian
Academy**
901 3rd Street NW
Washington, DC 20001
202-840-0490

DuPont Park Adventist School
3942 Alabama Avenue, S.E.
Washington, DC 20020
202-583-2500

Edmund Burke School
4101 Connecticut Avenue NW
Washington, DC 20008-1155
202-362-8882

Emerson Preparatory School
1324 18th Street, NW,
Washington, DC 20036
202-785-2877

Emery L. Fears Boys Academy
1544 5th Street, NW
Washington, DC 20001
202-232-2860

ATTACHMENT F - List of Private Schools – SY 2009

Episcopal Center for Children
5901 Utah Avenue, N.W.
Washington, DC 20015
202-363-1333

First Rock Christian School
834 Hilltop Terrace, S.E.
Washington, DC 20019
202-583-0992

Georgetown Day School
4200 Davenport Street, NW
Washington, DC 20016
202-274-3210

* **Georgetown Visitation Preparatory
School**
1524 35th Street, N.W.
Washington, DC 20007
202-337-3350

* **Gonzaga College High School**
19 Eye Street, N.W.
Washington, DC 20001
202-336-7100

High Road School of DC
711-A Edgewood Street, N.E.
Washington, DC 20017
202-529-7677 or 202-635-7171

Holy Redeemer Catholic School
1135 New Jersey Avenue NW
Washington, DC 20001
202-638-5723

Holy Trinity School
1325 36th Street NW
Washington, DC 20007
202-337-2339

Kuumba Learning Center
3328 MLK Avenue SE
Washington, DC 20032
202-563-5917

Howard University Early Learning
450 Howard Place, N.W.
Room 1019
Washington, DC 20059
202-806-7102

Kendall Demonstration Elementary
800 Florida Avenue, N.E.
Washington, DC 20002
202-651-5031

Kennedy Institute
801 Buchanan Street, N.E.
Washington, DC 20017
202-529-7600

Kirov Academy of Ballet
4301 Harewood Road, NE
Washington, DC 20017
202-832-1087

Lab School of Washington
4759 Reservoir Road, N.W.
Washington, DC 20007
202-965-6600

**Learning, Life and Leadership
Christian Academy**
2683 Douglas Road SE
Washington, DC 20020
202-889-2942

Lowell School
1640 Kalmia Road, N.W.
Washington, DC 20012
202-577-2000

Metropolitan Day School
1240 Randolph Street, N.E.
Washington, DC 20017
202-234-3210

Model Secondary School for the Deaf
800 Florida Ave, N.E.
Washington, DC 20002
202-651-5031

Muhammad University of Islam
1615 Kenilworth Avenue NE
Washington, DC 20019
202-399-5216

Nannie Helen Burroughs
601 50th Street, N.E.
Washington, DC 20019
202-398- 5266

Nation House Watoto School
770 Park Road, NW,
Washington, DC 20010
202-291-5600

National Cathedral School
3612 Woodley Road NW
Washington, DC 20016
202-537-6374

National Presbyterian School
4121 Nebraska Avenue NW
Washington, DC 20016
202-537-7504

Naylor Road School
2403 Naylor Road SE
Washington, DC 20020
202-584-5114

ATTACHMENT F - List of Private Schools – SY 2009

New Macedonia Christian Academy
4115 Alabama, N.E.
Washington, DC 20020
202-575-0856

Our Lady of Victory School
4755 Whitehaven Pkwy., NW
Washington, DC 20007
202-337-1421

The Preparatory School of DC
33 K Street, N.W.
Washington, DC 20001
202-722-5080

Randall Hyland Private School of DC
4339 Bowen Road SE
Washington, DC 20019
202-582-2966

Roots Learning Center
6222 North Capitol Street, N.W.
Washington, DC 20011
202-882-5155

*** Sacred Heart**
1625 Park Road NW
Washington, DC 20010
202-265-4828

St. Albans School
Mount St. Alban
Washington, DC 20016
202-537-6435

St. Ann's Academy
4404 Wisconsin Avenue NW
Washington, DC 20016
202-363-4460

*** St. Anthony Catholic School**
12th and Lawrence Sts. NE
Washington, DC 20017
202-526-4657

*** St. Anselm Abbey**
4501 South Dakota Avenue, N.E.
Washington, DC 20017
202-269-2350

St. Augustine School
1421 V Street NW
Washington, DC 20009
202-667-2608

*** St. Francis Xavier School**
2700 O Street SE
Washington, DC 20020
202-581-2010

*** St. John's College High School**
2607 Military Road, N.W.
Washington, DC 20011
202-363-2316

St. Peter's Interparish School
422 Third Street SE
Washington, DC 20003
202-544-1618

*** St. Thomas More Cathedral**
4265 4th Street SE
Washington, DC 20032
202-561-1189

San Miguel Middle School
1525 Newton Street, N.W.
Washington, DC 20010
202-232-8345

Sheridan School
4400 36th Street NW
Washington, DC 20008
202-362-7900

Sidwell Friends School
3825 Wisconsin Avenue NW
Washington, DC 20016
202-537-8111

**Washington International School
Primary Campus**
1690 36th Street NW
Washington, DC 20007
202-243-1815

**Washington International School
Tregonon Campus**
3100 Macomb Street NW
Washington, DC 20008
202-243-1815

Washington Jesuit Academy
900 Varnum Street, N.E.
Washington, DC 20017
202-832-7679

Washington Middle School for Girls
1901 Mississippi Avenue, S.E.
Washington, DC 20020
202-678-1113

***denotes Archdiocese of Washington Schools. Contact and consultation with these schools must go through Dr. Michael G. Caruso, Ph.D., Asst. Superintendent for Secondary Schools and Government Relations, Archdiocese of Washington, 5001 Eastern Avenue, Hyattsville, MD 20781, 301-853-5357.**

ATTACHMENT G – Budget Summary and Budget Narrative

Enhancing Education Through Technology RFA # 0320-09/2D

Applicant: _____ **EETT Funding Request: \$** _____

	EETT Funds Requested	Local Funds	Other Sources of Funds (specify)
Salaries	\$	\$	\$
Fringe Benefits	\$	\$	\$
Travel (meetings and conferences)	\$	\$	\$
Equipment	\$	\$	\$
Supplies and Consumables	\$	\$	\$
Contractual Services (including evaluation and professional development)	\$	\$	\$
Training Stipends	\$	\$	\$
25% Professional Development Set Aside(unless submitting a Professional Development Waiver Request Attachment L)			
Other (specify)	\$	\$	\$
Indirect Costs (Include your rate):	\$		
Total Project Cost:			
\$	\$	\$	\$

Your proposal must have a Budget Narrative explaining each line item of Budget Worksheet. List each of your requested budget items, whether they are federally funded, local funded, or other the purpose, and the basis used to calculate the proposed costs. Include in your Budget Narrative an itemization of the project costs included in “Other”. Specify the source(s) of funds to be used in the “Other Sources of Funds” column.

Note: It is your responsibility to maintain documentation (for five (5) years) to support expenditures. Invoices, receipts, contracts, and timesheets will be required documents when submitting interim reports.

ATTACHMENT H – Application Cover Page

Enhancing Education Through Technology RFA #0320-09/2D

Total Federal Amount Requested: \$ _____

Have you received an award for this grant in the past? Yes No

I HERBY CERTIFY that, to the best of my knowledge, the information contained in this application is correct, the agency or agencies named below have authorized me, as their representative, to file this application.

Authorizing Signature: _____ Date: _____

Printed Name: _____ Position/Title: _____

Applicant Name (Name of LEA):

Tax ID Number:

Have you received Title II D Competitive Grant Fund in the past? Yes No If yes, give the RFA #(s) and grant year(s).

School Levels To Be Served in the LEA:

Elementary Junior High/Middle School High School

Name of President of Board of Trustees or LEA
Chancellor:

Board of Trustees President or LEA Chancellor (if applicable):

Signature

Date

Name of LEA Title II D Grant Administrator:

LEA Title II D Grant Administrator:

Signature

Date

Name of Grant Contact:

Office Address:

Phone Number:

Fax Number:

E-mail Address:

Certification by Authorized or Institutional Official:

The applicant certifies that to the best of his/her knowledge the information in this application is correct, that the filing of this application is duly authorized by the governing body of this organization, or institution, and that the applicant will comply with the attached statement of assurances.

Typed or Printed Name of Authorized Official

Title

Signature of Authorized Official

Date

ATTACHMENT I – Statement of Non-Discrimination

OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION

In accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act of 1990, and the D.C. Human Rights Act of 1977, the Office of the State Superintendent of Education, including Public Charter Schools, do not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, sexual orientation, gender identity or expression, personal appearance, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, or place of residence or business in its programs and activities. Sexual harassment is a form of sex discrimination, which is prohibited by the D.C. Human Rights Act. In addition, harassment based on any of the above-protected categories is prohibited. Discrimination in violation of the aforementioned laws will not be tolerated. Violators will be subject to disciplinary action.

For further information on Federal non-discrimination regulations, contact the Office for Civil Rights at ocr.dc@ed.gov or call 1(800) 421-3481.

For further information on the D.C. Human Rights Act of 1977, contact the D.C. Office of Human Rights at www.ohr.dc.gov or call (202) 727-4559

ATTACHMENT J – Work Plan

Goals/Objectives (must be aligned with the State Technology Plan and stated in measurable statements)	Activity	Timeline	Responsible Person/Contractor/Organization		Projected Costs	
			Name/Title(if applicable)	Qualifications Include resumes and other documentation to support the qualifications listed below in the appendices.	Title II D	Other *
Total Projected Work Plan Cost						
Less Total Project Cost from Budget Summary (Attachment G)						
Difference (use the space below for explanation)						
<p><i>* Note that RFA #0320-09/2D grantees only receive Title II funding.</i></p>						

ATTACHMENT K – Professional Development Set Aside Waiver

IN CONSIDERATION of submission of an application for the Enhancing Education Through Technology Grant **RFA # 0320-09/2D**, on behalf of _____

(LEA name)

I, _____
(print name) (title)

as authorized representative of _____,
(LEA name)

request a **waiver**, pursuant to P.L. 107-110 section 2416.(a)(2), of the 25 % Professional Development as required under P.L. 107-110 section 2416.(a)(1)(A)-(C).

As a condition of this waiver, I _____
state that _____ already provides

(LEA)

ongoing, sustained, and intensive, high-quality professional development that is based on a review of relevant research, to all teachers in core academic subjects in the integration of advanced technologies, including emerging technologies, into curricula and instruction.

I, _____, understand that approval of
(print name)

this waiver is subject to the documentation presented to and the satisfaction of the Office of the State Superintendent of Education that said professional development is occurring.

Documentation can include, but is not limited to:

Professional Development documents such as agendas, class rosters, sign in sheets, syllabus, and feedback forms, and

Statements from participants, instructors, and students.

It is also understood that the Office of the State Superintendent of Education may request additional documentation as well as survey a sample of school faculty and staff to determine the existence, nature, quality, and frequency of professional development conducted by the LEA.

(print name)

(title)

(signature)

(date)

All documentation to support this waiver request should be clearly marked “Professional Development Waiver documentation” and submitted with your application.

ATTACHMENT L – General Education Provisions Act (GEPA)

OMB Control No. 1894-0005 (Exp. 01/31/2011)

NOTICE TO ALL APPLICANTS

The purpose of this enclosure is to inform you about a new provision in the Department of Education's General Education Provisions Act (GEPA) that applies to applicants for new grant awards under Department programs. This provision is Section 427 of GEPA, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P.L.) 103-382).

To Whom Does This Provision Apply?

Section 427 of GEPA affects applicants for new grant awards under this program. **ALL APPLICANTS FOR NEW AWARDS MUST INCLUDE INFORMATION IN THEIR APPLICATIONS TO ADDRESS THIS NEW PROVISION IN ORDER TO RECEIVE FUNDING UNDER THIS PROGRAM.**

(If this program is a State-formula grant program, a State needs to provide this description only for projects or activities that it carries out with funds reserved for State-level uses. In addition, local school districts or other eligible applicants that apply to the State for funding need to provide this description in their applications to the State for funding. The State would be responsible for ensuring that the school district or other local entity has submitted a sufficient section 427 statement as described below.)

What Does This Provision Require?

Section 427 requires each applicant for funds (other than an individual person) to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. Based on local circumstances, you should determine whether these or other barriers may prevent your students, teachers, etc. from such access or participation in, the Federally-funded project or activity. The description in your application of steps to be taken to overcome these barriers need not be

lengthy; description of how you plan to address those barriers that are applicable to your circumstances. In addition, the information may be provided in a single narrative, or, if appropriate, may be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of civil rights statutes, but rather to ensure that, in designing their projects, applicants for Federal funds address equity concerns that may affect the ability of certain potential beneficiaries to fully participate in the project and to achieve to high standards. Consistent with program requirements and its approved application, an applicant may use the Federal funds awarded to it to eliminate barriers it identifies.

What are Examples of How an Applicant Might Satisfy the Requirement of This Provision?

The following examples may help illustrate how an applicant may comply with Section 427.

- (1) An applicant that proposes to carry out an adult literacy project serving, among others, adults with limited English proficiency, might describe in its application how it intends to distribute a brochure about the proposed project to such potential participants in their native language.
- (2) An applicant that proposes to develop instructional materials for classroom use might describe how it will make the materials available on audio tape or in braille for students who are blind.
- (3) An applicant that proposes to carry out a model science program for secondary students and is concerned that girls may be less likely than boys to enroll in the course, might indicate how it intends to conduct "outreach" efforts to girls, to encourage their enrollment.

We recognize that many applicants may already be implementing effective steps to ensure equity of access and participation in their grant programs, and we appreciate your cooperation in responding to the requirements of this provision.

Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is **1894-0005**. The time required to complete this information collection is estimated to average 1.5 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. **If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to:** U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4537.

ATTACHMENT M – Application Checklist RFA # 0320-09/2D

The following sections, in the order identified below, must be included in your application. *If your application does not contain all of the following sections in the specified sequence, your application may be determined incomplete. Also, missing or out of sequence documents may cause the reviewers difficulty in identifying your information. This can result in a lower rating score and subsequent failure to receive funding.*

Use this Application Checklist in assembling your Enhancing Education Through Technology grant application and insert it behind the Application Receipt Form.

- Application Receipt Form.** Two (2) copies of this Application Receipt Form should be included on the outside of the application package. This serves as your receipt for submission.
- Application Checklist.**
- Application Cover Page.** The applicant must provide all contact descriptive information requested on the required Application Cover Page. This page must be the first page of the application.
- Table of Contents.** The applicant must include a Table of Contents with all sections and page numbers clearly identified.
- Project Summary (1 page).** The applicant must include a summary of the project that clearly states the major goals and objectives; the proven and innovative strategies technology will be used to support improved curricula, instruction, and student achievement; partners and their roles; and how the project will benefit the teachers and students in the District of Columbia. The applicant should highlight exemplary aspects of the proposed program and relate these to the selection criteria.
- Narrative Section (15 page maximum).** This section of the application should contain the program narrative that justifies and describes the program to be implemented. The Narrative must address the following items:
 - Statement of Need – 20 points
 - Goals and Objective – Work Plan – 16 points
 - Strategies – 18 points
 - Evaluation and Sustainability Plan – 18 points
 - Work Plan, Detailed Budget, Budget Worksheet, and Budget Narrative – 28 points
- Private School Consultation Statement.** The applicant must attach a Documentation of Private School Participation form if applicable.
- Partner/Consortia Identification Form.** The applicant must attach a Partner/Consortia Identification Page for each identified partner and/or consortia member. Additionally, a formal Memorandum of Understanding (MOU) for each partner must be included in the application appendix.
- General Education Provisions Act (GEPA) Statement.** Section 427 of the Department of Education’s GEPA requires all local school districts and other eligible applicants to include in their applications for funding a description of the steps they propose to take to ensure equitable access to, and participation in, its federally assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. Based on its specific circumstances, each applicant should determine whether the barriers outlined in GEPA might prevent students or teachers from such access to, or participation in, the federally funded project or activity. The applicant must provide a clear and succinct description of how it plans to address those barriers that are applicable to its circumstances.
- Work Plan, Detailed Budget, Budget Worksheet and Budget Narrative.** The applicant must include a detailed work plan, detailed budget, budget worksheet, and budget narrative for the proposed activities.
- Certifications and Assurances.** The applicant must include the appropriate signatures on all Certifications and Assurances.
- LEA Technology Plan.** The applicant must include a copy of its **approved** technology plan. Include documentation of DC Charter Board Approval.
- Professional Development Set Aside Waiver,** if applicable waivers requested.
- Appendices.** Additional required documentation not listed above (ie... résumés, AUP, ISPA, etc..).

The application must be printed on 8 ½ by 11-inch paper, original only on three hole punched paper, double-spaced (including bulleted items), on one side, using 12-point type font with one inch margins. The maximum number of pages for the total Narrative section cannot exceed 15 double-spaced pages. Applications that do not conform to the aforementioned formatting requirements will not be forwarded to the review pane.