



KANSAS BOARD OF REGENTS

**No Child Left Behind
Improving Teacher Quality
State Grant Application
2012**

No Child Left Behind 2012
Improving Teacher Quality
Request for Proposals and Guidelines for Submission
Date for Submittal: February 15, 2012
Funding Period: begins March 1, 2012
Year 1 of 18-24 month grant
Approximately: \$180,000
At least one will be awarded

I. Introduction

The No Child Left Behind 2012 (NCLB) Improving Teacher Quality (ITQ) state grant for higher education is designed to improve teaching and learning. As a federal program, it operates under the NCLB Act of 2001.

The focus of the 2012 Kansas Improving Teacher Quality Grant program will be on conducting teacher professional development projects that increase teacher knowledge and competency in elementary, middle school and/or high school mathematics and/or science. Providing learning experiences that primarily concentrate on content areas is imperative.

II. Basic Requirements

At least one 18-24 month grant will be funded. A total of approximately \$180,000 is available for the grant period. Final proposals are due on February 15, 2012. The grant will begin on March 1, 2012. All institutions submitting a proposal should review the U.S. Department of Education Non-Regulatory Guidance for the NCLB Act of 2001: Improving Teacher Quality. The guide book may be downloaded at: <http://www2.ed.gov/programs/teacherqual/guidance.pdf>. The section that addresses higher education begins on page 36.

III. Proposal Specifications

A. Eligible Applicants -- Only partnerships are eligible to apply for professional development funds through this program. Federal guidelines mandate that, at a minimum, the partnership consist of:

- (1) A four-year public or independent higher education institution's (IHE) school of education;
- (2) A postsecondary institution's school of arts and sciences; and
- (3) A high-need local educational agency (LEA) which is defined as a district where at least 20% or 10,000 children served are from families below the poverty line, and for which there is a high percentage of teachers teaching outside their content area or with

emergency, provisional, or temporary certification or licensing. Please see Appendix A for a list of eligible school districts.

Partnerships also may include the following schools and districts that do not qualify as high need according to the census definition: public charter schools, private schools, an educational service agency, a nonprofit educational organization, a nonprofit cultural organization, an entity carrying out a pre-kindergarten program, a teacher organization, a principal organization, or a business.

B. Use of Funds -- Eligible partnerships shall use funds to support professional development activities that:

(1) Provide core content teachers, highly qualified paraprofessionals working with core content teachers, or principals, as appropriate, with sufficient subject matter knowledge in the core academic subjects in a way that assists teachers in providing intervention in core content areas for students in need of accelerated learning. By definition, core content teachers do not include counselors, media center directors, physical education teachers, etc.

(2) Develop and provide assistance to local educational agencies and individuals who are core content teachers, highly qualified paraprofessionals working with core content teachers, or principals to ensure the individuals are able to use challenging state academic content and student achievement standards, as well as state assessments, to improve instructional practices and outcomes. Professional development may include intensive programs that prepare such individuals to return to a school to provide professional development training to others (e.g., train-the-trainer programs).

(3) Funds may be used to pay for college credit or stipends but not both.

(4) Federal law requires that:

(a) Funds received under Title II, Part A **must supplement and cannot supplant** state and local funds that, in the absence of the program, would be used to support authorized activities.

(b) No single participant in an eligible partnership, (i.e., no single high-need LEA, no single institution of higher education and its division that prepares teachers and principals, no single school of arts and sciences, and no other single partner), may —use more than 50 percent of the award [Section 2132(c)]. The provision focuses not on which partner receives the funds, but on which partner directly benefits from them.

(c) Participants from private schools be invited.

C. Project Requirements -- Proposals shall conform to the following requirements:

- (1) Professional development programs must be of sufficient intensity and duration for teachers to make gains. While summer workshops may be included as a component of a comprehensive program, the focus of the professional development should be on work-embedded activities that are sustained and intensive.
- (2) Projects must facilitate professional networking among postsecondary and P-12 educators. A mentoring component (e.g., college faculty or master teachers paired with classroom teachers) is strongly encouraged.
- (3) Evidence must be provided that all entities of the partnership were represented in the project planning and development.
- (4) Activities proposed must be informed by scientifically based research.
- (5) Proposals should include a plan ensuring ongoing support for participants throughout the project.

D. Grant Timeline

February 15, 2012 – Grant proposals due by 5 p.m.

March 1, 2012 – Grant awarded

III. The full application should include:

A. Cover Page (see Appendix B)

B. Brief abstract of project – no more than 50 words

C. Table of contents

D. Project Narrative:

- (1) Number of teachers/principals/highly qualified paraprofessionals participating in the project
- (2) Timeline and duration of project
- (3) Staff involved and qualifications of project director and staff (not to exceed one page per person and attach as an appendix)
- (4) High-need LEA(s) partner – Reasons for choosing the LEA(s)

- (5) Additional partners (additional LEAs, non-profits, etc.), if any
- (6) Needs analysis
- (7) Program objectives
- (8) Program plan/description of activities
- (9) Capacity, resources
- (10) Evaluation plan
- (11) Budget narrative
- (12) Budget Form

Complete the budget using forms provided (KBOR web page http://www.kansasregents.org/no_child_left_behind)

Each budget item must be included in the narrative. For example, if funds are requested for a specific piece of equipment, use of the equipment in the project should be included in the description of the project.

(13) Budget Narrative

The budget form will guide the narrative. All budget items must fit into one of the categories below.

Personnel, Item 1: Show the salary and wages, title, and time commitment of all persons charged to the project. Explain how salaries are calculated. Consultant fees and expenses must be included in Item 6- Contractual on budget form.

Fringe Benefits, Item 1: Include contributions for Social Security, employee insurance, pension plans, etc. Leave blank if fringe benefits applicable to direct salaries and wages are treated as part of the indirect cost rate.

Participant Costs, Item 2: Include costs for tuition, books/materials, room/board, mileage, and stipends. List other participant support. Explain how each item is calculated. Participants may receive a stipend or tuition, but not both. Travel for participants will generally not be funded unless it is essential for conducting the project.

Other Travel, Item 3: Travel for project staff must be essential for conducting the project. For example, travel to remote LEAs would be acceptable; travel to national meetings would not be acceptable.

Equipment, Item 4: List nonexpendable property that has a useful life of more than two years and an acquisition cost of \$5000 or more per unit. However, consistent with institutional policy, lower limits may be established. List items of equipment in the following format: Item, Number of Units, Cost per Unit, and Total Cost. Fully justify the need for each item of equipment.

Supplies, Item 5: Include the cost of consumable supplies and materials to be used in the project. Supplies are defined as items that cost less than \$5000 per unit and have a useful life of less than two years.

Contractual, Item 6: For consultant expenses, give the total number of consultants that will work on the project and their costs (fees, per diem, and travel). Provide the basis for the determination of the rate identified for consultant costs for which Federal funds are requested. The justification should demonstrate how the consultant costs are reasonable, customary and consistent with the established institutional, organizational, or agency policy governing consultant costs. Note: consultants are defined as specialists not affiliated with any of the institutions partnering in the project.

Other, Item 7: Provide an itemized list of all remaining direct costs not clearly covered by lines 1-6 above. Examples are computer use charges, space or equipment rental, communication costs, rental of space, utilities and custodial services and printing materials.

Total Indirect Costs, Item 8: The indirect cost rate is 8% to be charged to the project. If no indirect costs are requested, enter "none." Indirect costs are those costs of an organization that are not readily identifiable with a particular project or activity but are necessary for the general operation of the organization and the conduct of its activities.

Total Project Costs: Total line

(14) Signed Statement of Assurances: Federal Assurances required forms may be found on the KBOR web page http://www.kansasregents.org/no_child_left_behind.

IV. Scoring Rubric and Checklist

A scoring rubric has been developed to help facilitate rating the proposals. A checklist has also been provided. (See Appendix C)

V. Formatting and Submission

Type the proposal in Times New Roman 12 point font. Use margins of 1.0 inches on the left, and 0.5 inches on the top, right, and bottom. Number pages consecutively beginning with the abstract as page 1. Clearly label the project narrative (a) through (d). Use single spacing with block paragraphs and spaces between paragraphs. **Limit narrative to 10 pages.**

Submit full application as a **single** Word or PDF attachment to **jwarren@ksbor.org**. Do not include any additional items such as letters of support, etc.

The Cover Page and additional required forms (see below) should be signed and mailed so that they arrive at KBOR on or before the due date for the proposal. Mail forms to:

Dr. Joan Warren
Kansas Board of Regents
1000 S.W. Jackson St., Suite 520
Topeka, Kansas 66612-1368

Appendix A - List of High-Need LEAs

Altoona-Midway Unified School District 387
Argonia Public Schools Unified School District 359
Bucklin Unified School District 459
Chautauqua County Community, 286
Cherryvale, 447
Coffeyville, 445
Erie Unified School District 101
Emporia Unified School District 253
Galena, 499
Grinnell Public Schools Unified School District 291
Hamilton, 390
Hanston Unified School District 228
Haviland Unified School District 474
Holcomb Unified School District 363
Independence, 446
Iola, 257
Kansas City, 500
Little River Unified School District 444
Marmaton Valley Unified School District 256
Neodesha Unified School District 461
North East, 246
Northern Valley Unified School District 212
Oswego, 504
Palco Unified School District 269
Paradise Unified School District 399
Parsons, 503
Pleasanton, 344
Riverton Unified School District 404
Salina Unified School District 305
South Brown County, 430
Southern Cloud, 334
Stafford, 349
Stockton Unified School District 271
Topeka, 501
West Elk, 282
Wichita, 259
Woodson, 366

Appendix B – Cover Page

Name of Institution-

2012 Improving Teacher Quality Grant Program

Project Title

IN PARTNERSHIP WITH
High Need LEA name(s)

PROJECT DIRECTOR NAME

Mailing Address

Director's Telephone:

Director's E-mail Address:

Assistant's or Department's Telephone #:

Department's Fax#:

Funding requested

\$ _____

**Authorized Representative
Approving Submission signature**

Project Director's signature

**Appendix C—Scoring Rubric
2012-2013 Improving Teacher Quality Grant Proposal Evaluation Rubric**

PROPOSAL NAME _____

INSTITUTION _____

Scoring Rubric for Improving Teacher Quality 2012

Evaluation criteria	Points possible	Reviewer score	Comments/ Recommendations
Project Requirements- Rigorous professional development Sustainable work activities Activities research based Collaboration plans	20		
Overall quality of Program Plan/Narrative- Number of participants participating Description of partnership Needs analysis Measurable goals and objectives Description of activities Clear timeline of project activities and role(s) of each project member	40		
Evaluation Performance indicators relate to specific project objectives Explanation of measurement of gains in participants' content knowledge Evidence of pre/post content knowledge assessments Demonstration of positive (or negative) effect on student performance Documentation of collaborative efforts	20		
Use of Funds/Budget Detailed account of how funds will be used What is the cost per teacher? Reasonable amounts designated for salaries, clerical, consultant, materials, and travel	20		
Total	100		

PROPOSAL CHECKLIST

Kansas Board of Regents (KBOR) No Child Left Behind Grant Competition - FY2012
(to be completed by KBOR)

Institution _____ Project Director _____

Project Title _____

IHE Project Director _____

1. Cover Page _____

2. Project Abstract _____

3. Table of Contents _____

5. Partners meet definition of eligibility as defined by statute _____

6. Project Narrative _____

- Project based on a current needs assessment
- Provides evidence of multiple evaluation components
- Proposal emphasizes subject matter knowledge as opposed to pedagogy
- Scientifically-based research was used to guide proposal

7. Budget Summary _____

- No partner directly benefits from more than 50% of grant funds
- Detailed budget narrative provided

9. Vitae for key personnel (not to exceed 1 page per person) _____

10. All pages numbered _____

11. All material provided by deadline _____

12. Signed Certificate of Assurances _____