



STATE OF COLORADO

DEPARTMENT OF HIGHER EDUCATION
Colorado Commission on Higher Education

Bill Ritter, Jr.
Governor

David E. Skaggs
Executive Director

No Child Left Behind Act 2001 Improving Teacher Quality, Title II Request for Proposals 2009-2010

GENERAL INFORMATION ABOUT THE GRANT

The No Child Left Behind Act 2001, Improving Teacher Quality, Title II Professional Development Program is a federal program that supports professional development activities for teachers. “The purpose of Title II, Part A, *Improving Teacher Quality State Grants* is to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality and ensure that all teachers are highly qualified.”¹ Under this program, the Colorado Department of Higher Education (DHE) is authorized to administer the competitive grants to institutions of higher education in partnership with local education agencies. In 2009-2010, DHE will award grants to improve teacher quality and increase the number of “highly qualified” teachers.

ELIGIBLE PROPOSALS

Eligibility is limited to partnerships comprised of, minimally,

- (1) a public or private college or university authorized to prepare teachers or principals or both;
- (2) a postsecondary college or school of arts and sciences; and,
- (3) a high-need local education agency (LEA) (**see Addendum A for a list of eligible districts**), that is a public or private school district or agency,
 - (a) that serves 10,000 or more children from families below the poverty line **or** for which not less than 20 percent of children served by the district or agency are from families with incomes below the poverty line² (please see <http://www.census.gov/hhes/www/saipe/district.html> for the most current poverty information for school districts) **AND**
 - (b) in which a high percentage of teachers are not teaching in the academic subjects or grade levels that the teachers were trained to teach; **or** in which a high percentage of teachers

¹ United States Department of Education Non-Regulatory Guidance Title II, Part A, Improving Teacher Quality State Grants, January 16, 2004.

² Free and Reduced Lunch eligibility may not be used as a substitute criterion.

have emergency, provisional, or temporary certification or licensing.

**SELECTION
CRITERIA**

The selection committee will evaluate proposals against teacher education performance standards, the Colorado model content standards, and the points below:

- **Quality Partnerships** – The objective of a partnership should be to implement scientifically validated professional development approaches that increase student achievement that meet the needs of students and teachers in high-need local education agencies. At a minimum, all partnerships must include authorized teacher preparation programs, a high-need local education agency, and a school of arts and sciences. In addition, eligible partnerships may also include another local educational agency, a public charter school, an elementary or secondary school, an educational service agency, a nonprofit educational organization, another institution of higher education, a school of arts and sciences at another institution of higher education, a nonprofit cultural organization, a pre-kindergarten program, a teacher organization, or a business.
- **Coverage** – Federal law requires that grant activities are equitably distributed by geographic areas within a state and ensure that all regions within a state are served. Colorado regions identified by the DHE for the purpose of meeting this criterion are Denver Metro, Northeastern Colorado, Southeastern Colorado, Southwestern Colorado and the Western Slope/Mountains.
- **Impact** – Proposals should demonstrate noteworthy progress toward the goal of ensuring that all teachers are highly qualified and have the knowledge and skills necessary to help all students improve academically.

**DHE
PREFERENCES**

In addition to the above criteria, the DHE is interested in proposed partnerships that address the following:

- Curricula that instruct teachers in high-need schools how to use data from student academic achievement assessments (e.g. CSAP and ACT) to improve instructional practices and student academic achievement, with expected results transferable to other school districts and leading to improved training for teacher candidates;
- Induction and mentoring programs for first-year teachers in low-income school districts that emphasize the needs of underserved students (low-income, minority, and male students) and strategies to improve student academic achievement;
- Enabling highly qualified paraprofessionals (those who possess an associate's degree or higher) to obtain the education necessary to become certified and licensed teachers;
- Local or school-based courses that allow current teachers in rural areas to enroll in and complete content coursework and become "highly qualified"

instructors and offered to such teachers at no cost;

- New courses, or existing sections made available at convenient times and locations, offered to teachers at no cost, that allow current teachers to enroll in and complete content coursework in order to become “highly qualified: instructors in math and science;
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- New courses that offer professional development for elementary reading instructors to employ reading materials from core social studies disciplines (civics/government, economics, geography and history) in reading instruction.
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**PROPOSAL
REQUIREMENTS**

Proposals need to include, in narrative form, a brief description of the teacher project’s implementation plan and priorities; the project's objectives, including activities that will address these objectives; proposed participants; and a detailed budget. Proposals should include letters of support from the partnering organizations.

Proposed objectives should be specific, achievable and measurable. The narrative should describe how the project aligns with content standards, assessment practices and the use of current educational technologies.

Proposals **may not exceed eight double-spaced pages**, not including supplementary information such as vitae, budgets, and the like, which may be included in addendums.

Previously funded grant proposals may be re-submitted for continuance.

“50% RULE”

“No single participant in an eligible partnership may use more than 50 percent of the *Title II, Part A* funds made available to the partnership.”

Special Rule (G-29) of the Improving Teacher Quality State Grants Non-Regulatory Guidance states the following: Section 2132(c) of the law requires that no single participant in an eligible partnership, (i.e. no single high-need LEA, no single IHE 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 total revenues of a particular grant. This provision focuses not on which partner receives the funds, but on which partner directly benefits from them.

**REQUIRED
SECTIONS AND
DOCUMENTS**

1. Abstract: a project abstract of not more than 200 words.
2. Project Description: a description of proposed objectives and activities and how they relate to each other; the nature of faculty involvement in project activities and how it will foster collaboration between education and arts and sciences faculty.
3. Budget: a completed budget form; an explanation of how budget items are associated with project objectives; budget percentage for each partner. Indirect costs are limited to eight percent of direct costs.

4. Completed Transmittal Form (Attached)
 5. Completed Certificate of Assurances (Attached): signed by the chief executive officer of the college or university
 6. Vita(e) (in Addendum): proposals should include one-page vitae for the project director and key project staff
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**PROPOSAL AND
APPLICATION
DEADLINE:
AUGUST 14, 2009**

Proposals must be submitted by the higher education institution's academic vice president to the Colorado Department of Higher Education by 5:00 p.m., **August 14, 2009**. All proposals need to be submitted electronically in Microsoft Word or PDF format with "NO CHILD LEFT BEHIND GRANT PROPOSAL" in the subject line of the e-mail message to: **Ian Macgillivray (ian.macgillivray@dhe.state.co.us)**.

**AWARD
AMOUNT AND
CONDITIONS**

The nature and scope of the proposed project will determine the size of the award. The DHE may reduce proposed budgets or impose additional special conditions to any funded project or both. The proposed budget shall not exceed \$250,000.

GRANT PERIOD

The funding period for these grants will be **AUGUST 31, 2009 THROUGH DECEMBER 31, 2010**. Due to the timing of the release of this RFP, funding will be based on availability from the U.S. Department of Education.

NOTIFICATION

The Department will notify the selected grant recipients by **AUGUST 28, 2009**.

**REPORTING
AND AUDIT**

The director of each project selected for funding must complete a performance report using the major performance objectives of the No Child Left Behind program and a final accounting report. Additionally the report should contain how many "high-need districts were involved as well as the number of teacher participants from those districts. The financial records of each funded project shall be made available for inspection or audit on reasonable notice from the DHE. A desk audit will be performed throughout the life of the grant

**DHE CONTACT
INFORMATION**

Questions regarding the RFP may be addressed to:

Heather DeLange (heather.delange@dhe.state.co.us), Grant Administrator

-or-

Ian Macgillivray (ian.macgillivray@dhe.state.co.us), Academic Policy Officer for Teacher Education

**Colorado Department of Higher Education
1560 Broadway, Suite 1600 Denver, CO 80202
Phone:(303) 866-2723; Fax: (303) 866-4266**

2009-2010 No Child Left Behind, Improving Teacher Quality

Transmittal Form

New Project Title:		
Applicant (Institution Name):		
Project Director Name:		
Estimated Number of Teacher Participants:		
Project Start Date:	Proposed Project Total Budget: \$	
Project End Date: December 31, 2010		
Address (city, state, zip)		
Telephone	Fax	
E-mail		
Signature of Chief Academic Officer		Date:
Fiscal Contact Responsible for Grant (Must be employed by applicant)		
Name:		Title:
Address (city, state, zip)		
Telephone	Fax	
E-mail		
Signature of Fiscal Contact		Date:
Extension:		
For DHE Use Only	Action Taken: <input type="checkbox"/> a. Awarded <input type="checkbox"/> b. Rejected <input type="checkbox"/> c. Returned for Amendment <input type="checkbox"/> d. Withdrawn	Funding: No Child Left Behind Act 2001, Improving Teacher Quality Grant Amount Awarded \$

2009-2010 No Child Left Behind, Improving Teacher Quality Certificate of Assurances

Project Title:

The Certificate of Assurances must be completed by the Chief Executive Officer of the institution or nonprofit organization applying for the No Child Left Behind Act 2001, Improving Teacher Quality.

I hereby provide assurances to the Colorado Department of Higher Education that if this institution/nonprofit organization receives a grant under the terms of the No Child Left Behind Act 2001, Improving Teacher Quality, it will:

- 1) Conduct the professional development activities as described in this proposal;*
- 2) Provide institutional/organization funding and resources as stated in this application;*
- 3) Comply with state requirements regarding the audit of a grant-funded program and supply the Professional Development Coordinator/DHE with a copy of the audit report and any findings for each fiscal year in which those grant monies were expended within 60 days of the completion of the audit;*
- 4) Keep all records necessary for fiscal and program auditing and give DHE, the Federal Agency, or the State Auditor access to and the right to examine all records, books, papers, or documents, related to this grant;*
- 5) Retain all fiscal records for a period of five years;*
- 6) Comply with all regulations and requirements of the No Child Left Behind grant;*
- 7) Comply with the administrative procedures and fiscal guidelines of DHE and the United States Department of Education, including submission of final performance reports;*
- 8) Use grant funds to supplement, and not supplant, funds from non-federal sources;*
- 9) Commit to developing a performance-based teacher ed model;*
- 10) Comply with Title IV of the Civil Rights Act of 1964 (42 USC 2000d) prohibiting employment discriminatory practices will result in unequal treatment of persons who are or should be benefiting from the grant aided activity; and*
- 11) Ensure equitable participation of faculty from non-public schools to the extent feasible.*

Institution

Name/Title of Chief Academic Officer

Signature/Date

2009-2010 No Child Left Behind, Improving Teacher Quality NPO Demonstrated Effectiveness Document

Project Title:

Under federal regulations, each nonprofit organization (NPO) that applies for a No Child Left Behind Act 2001, Improving Teacher Quality Grant must furnish the following written evidence: 1) past demonstrated effectiveness in providing professional development for teachers, 2) financial stability as outlined below, and 3) have a partner institution of higher education with approved teacher education program.

1) Documentation of Past Effectiveness

- a) Name of Project
- b) Dates of Operation
- c) City/State of Operation
- d) Number of Teacher Participants
- e) One-Page Summary of Course/Workshop Content and Activities
- f) Evidence of Project Outcomes, e.g., such as a final evaluation report of project effectiveness or documentation of improved student outcomes based on teacher participation in the project

2) Documentation of Financial Stability

- a) Complete Copy of Organization's most recent independently reviewed financial statement
- b) Evidence of nonprofit corporate status from the Colorado Secretary of State

I hereby provide assurances that the attached evidence accurately reflects the fiscal stability and demonstrated effectiveness of this organization.

Organization

Name of Chief Executive Officer

Signature/Date

Addendum A – Eligible Colorado School Districts*

District Name	Children age 5 to 17	Children age 5 to 17 in poverty	Poverty Rate
ADAMS COUNTY 14	8,476	2,097	25%
ADAMS-ARAPAHOE 28J	37,253	8,865	24%
AGUILAR REORGANIZED 6	183	58	31%
ALAMOSA RE-11J	2,469	698	31%
ARICKAREE R-2	92	20	22%
BETHUNE R-5	98	30	31%
BIG SANDY 100J	434	92	21%
BRANSON REORGANIZED 82	39	11	28%
CAMPO RE-6	47	16	34%
CENTENNIAL R-1	250	86	34%
CENTER 26JT	887	320	36%
CHERAW 31	131	39	30%
CROWLEY COUNTY RE-1-J	578	182	31%
DEL NORTE C-7	677	217	32%
DENVER COUNTY 1	92,685	22,580	24%
EDISON 54JT	67	14	21%
ENGLEWOOD 1	3,872	844	22%
FLORENCE RE-2	2,008	422	21%
FOUNTAIN 8	5,067	941	19%
FOWLER R-4J	312	101	32%
FRENCHMAN RE-3	194	46	24%
GENOA-HUGO C113	232	49	21%
GRANADA RE-1	245	74	30%
HARRISON 2	13,790	2,732	20%
HI-PLAINS R-23	105	26	25%
HOLLY RE-3	354	99	28%
HUERFANO RE-1	776	226	29%
KARVAL RE-23	58	15	26%
LA VETA RE-2	188	35	19%
LAMAR RE-2	1,889	491	26%
LAS ANIMAS RE-1	601	198	33%
MANZANOLA 3J	176	90	51%
MC CLAVE RE-2	157	38	24%
MIAMI/YODER 60JT	445	106	24%
MOFFAT 2	173	72	42%
MONTE VISTA C-8	1,112	278	25%
MONTEZUMA-CORTEZ RE-1	3,382	734	22%
MONTROSE COUNTY RE-1J	6,280	1,193	19%
MOUNTAIN VALLEY RE-1	233	72	31%
NORTH CONEJOS RE-1J	934	262	28%
NORTH PARK R-1	232	48	21%
PAWNEE RE-12	154	52	34%
PLAINVIEW RE-2	40	10	25%
PLATEAU RE-5	122	26	21%

PRIMERO REORGANIZED 2	194	42	22%
PRITCHETT RE-3	56	12	21%
PUEBLO CITY 60	19,304	5,142	27%
ROCKY FORD R-2	1,037	434	42%
SANFORD 6J	274	65	24%
SANGRE DE CRISTO RE-22J	279	103	37%
SARGENT RE-33J	206	64	31%
SHERIDAN 2	1,593	601	38%
SIERRA GRANDE R-30	239	97	41%
SILVERTON 1	66	15	23%
SOUTH CONEJOS RE-10	401	140	35%
SPRINGFIELD RE-4	262	61	23%
TRINIDAD 1	1,684	325	19%
WALSH RE-1	198	45	23%
WESTMINSTER 50	16,039	3,041	19%
WILEY RE-13 JT	197	48	24%

- The school districts listed above meet the U.S. Department of Education's definition of high need according to census data circa 2007.

**Colorado Department of Higher Education
No Child Left Behind, Improving Teacher Quality Title II, Part A**

Instructions for Completing the NCLB Budget Request Form

Please use these instructions as a guide for completing the NCLB Budget Request form. The form was recently amended to help comply with the US Department of Education's 50% Rule (see page 3 of RFP for definition). If you have any questions while developing your budget, please contact Heather DeLange at the Colorado Department of Higher Education at (303) 866-2723.

Formulas for all "totals", "sub-totals", and "total budget as percentage" are already built into the spreadsheet and will automatically adjust as you enter figures. If it is necessary for you to add rows to the spreadsheet, please contact DHE for assistance.

The following steps are required to complete the NCLB Budget Request Form.

1. Enter the title of the grant project (cell C1).
2. Enter the names of the partnering school districts, partnering institutions of higher education, the names of the partnering individual schools and/or partnering organization and a description of the how the organization is involved in the project proposal.

Note: Partner A will be designated as the primary partner and fiscal agent.

3. Enter the names of persons involved in the project and enter the budget amount that will be allocated to each in the appropriate partner column. The total must add up to the budget amount requested.
4. Enter the amount requested for equipment. Note: All equipment purchased must stay with the teacher participants, partner school or partner district.
5. If student stipends/scholarships are offered, please indicate this in the grant project partners section and name it as such. DHE will not require a list of stipend/scholarship recipients; however, the stipend recipients must be included in the final report.

Section 1

Grant Project Title:								
		Organization Name	Description of Organization					
Grant Project Partners:	Partner A							Primary
	Partner B							
	Partner C							
	Partner D							
	Partner E							
	Partner F							

Section 2

Budget Category and Description	Amount Requested	Amount of Budget Request to Grant Project Partners, by Partner (As Identified In Section 1)						Total (Must Equal Amount Request)	Direct or Indirect (Click to Select)
		A	B	C	E	F			
Personnel (list by name and title)							\$ -	Direct	
							\$ -	Direct	
							\$ -	Direct	
							\$ -	Direct	
							\$ -	Direct	
							\$ -	Direct	
Fringe Benefits							\$ -	Direct	
							\$ -	Direct	
Travel							\$ -	Direct	
							\$ -	Direct	
Equipment over \$5,000							\$ -	Direct	
							\$ -	Direct	
Supplies and Materials							\$ -	Direct	
							\$ -	Direct	
Contractual							\$ -	Direct	
							\$ -	Direct	
Student Stipends (if applicable)							\$ -	Direct	
							\$ -	Direct	
Other							\$ -	Direct	
							\$ -	Direct	
Sub-total		\$ -	\$0	\$0	\$0	\$0	\$0	\$ -	
		<i>Direct Costs</i>	\$0	\$0	\$0	\$0	\$0	\$0	
		<i>Indirect Costs (not to exceed 8%)</i>	\$0	\$0	\$0	\$0	\$0	\$0	
		<i>Indirect Percentage</i>	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	