

WIDA Professional Development Grant

**Title III
Elementary and Secondary Education Act of 2001**

March 20, 2014

Purpose

- The No Child Left Behind (NCLB) Act of 2001 requires that State Education Agencies (SEAs) allocate funds to LEAs to support Title III districts identified for district improvement to meet the progress goals in their District Unified Improvement Plan and thereby improve English Learner (EL) student performance.
- Title III LEAs to utilize professional development (PD) on developing and implementing a sustainable, systems-improvement approach from the WIDA Consortium. The PD will bring an EL focus to systems change, acknowledges existing systems, and is not dependent on one leader or teacher. The PD will focus on districts but will also include school-level involvement. Funds will be dispersed annually to LEAs to contract with the World-Class Instructional Design and Assessment (WIDA) Consortium.
- Through the WIDA PD program, multidisciplinary (school and district) teams will engage in a systems-improvement process centered on data--informed decision making, team leadership, and coaching to develop and implement an action plan for EL success. The WIDA PD program includes a unique team coaching component to ensure program sustainability. WIDA will train district team coaches to lead and expand a continuous improvement process focused on ELs beyond the program period.

Available Funds

- Approximately \$860,000 is available for distribution to eligible LEAs. Grants will be awarded for a two-year grant term. The estimated awards will be approximately \$152,000 per district, with \$127,000 for the WIDA contract and an additional \$25,000 for district costs associated with grant participation (e.g., substitutes, travel) and reporting. CDE anticipates awarding funding to approximately 5 LEAs.
- Funding for year 2 of the grant will be contingent upon CDE approval and successfully meeting grant requirements in year 1.

Eligibility

- Applicants for the WIDA PD are limited to Title III LEAs identified for improvement that have not met the NCLB Title III Annual Measurable Assessment Objectives (AMAOs) for four or more consecutive years. See Attachment B for the complete list of eligible LEAs.

Allowable Use of Funds

- Funds must be used to contract with WIDA for professional development.
 - A sample contract is included in the RFP (Attachment A) and will be provided upon grant award.
- Additional funds may be used to support district costs for participation in this grant and meeting the reporting requirements. Up to \$10,000 may be used for the first year and up to \$15,000 may be used for the second year (\$25,000 total for the two-year award).
- Funds must be used to supplement and not supplant any moneys currently being used to provide ELD PD. Title III funding may not be used to supplement any additional costs associated with PD received through this grant.

Duration of Grant

- Grants will be awarded for a two-year term beginning July 1, 2014. Year 1 funds must be expended by: September 30, 2015 (July 1, 2014-September 30, 2015).
- Year 2 (July 1, 2015 – September 30, 2016) is contingent upon CDE approval and successfully meeting the requirements of the grant. Year 2 funds must be expended by September 30, 2016.

Evaluation & Reporting

- Applications for the WIDA PD grant require pre-grant data analysis and reporting. Training will be provided to districts for using a shortened version of the EL Data Dig Tool to summarize the disaggregated data to identify areas of need as part of the application process. See Attachment C for the Modified EL Data Dig Tool.
- Applicants will submit a summary of the findings from the EL Data Dig Tool that highlights the strengths and challenges of the district. Attaching the completed data tool, or a similar structure that includes all required data, is required (see Part II of the rubric, page 11).

Evaluation & Reporting (continued)

End of the Grant Requirement:

The WIDA PD Grant requirements include submitting an End of Cycle Report, due at the end of the second year of the grant (October 1, 2016). The final report will provide:

- Summary of baseline data based on the Modified EL Data Dig Tool.
- Summary of end of grant data based on the Full EL Data Dig Tool and any changes noted from baseline.
- Responses to the End of Grant Cycle Report questions.

Note: For details see the End of Cycle Report (Attachment D).

Review Process

- Applications will be reviewed by CDE staff and experts from the field to ensure they contain all required components. Note: This is a competitive process – applicants must score **68 out of 100 total points** to receive approval.
- There is no guarantee that submitting a proposal will result in funding or funding at the requested level. Applicants will be notified of award by Friday, May 30, 2014.

Submission Process and Deadline

- The **original application and electronic budget plus 3 copies** must be received at CDE by ***Wednesday, April 16, 2014 at 4p.m.***
- In addition to the 4 hard copies, **an electronic copy of the application and electronic budget must be submitted to: CompetitiveGrants@cde.state.co.us**
- The electronic version should include all required components of the proposal as one document. Faxes will not be accepted.
- **Incomplete or late applications will not be considered.**
- The application materials and budget are available for download on the CDE Web site at: <http://www.cde.state.co.us/FedPrograms/tiii/tiii.asp>.
- Proposals will be due by 4 p.m. on Wednesday, April 16, 2014 to:

Camila Zardo
Colorado Department of Education
Competitive Grants and Awards
1560 Broadway, Suite 1450
Denver, CO 80202

Required Elements

The format outlined below must be followed in order to assure consistent application of the evaluation criteria. See evaluation rubric for specific selection criteria needed in Part II (pages 11 – 14).

- Part I: Proposal Introduction**
Cover Page and Certification Form

- Part II: EL Data Dig Tool**

- Part III Application Narrative**
 - Section 1: Needs Assessment**
 - Section 2: Establishing Commitment**
 - Section 3: Evaluation**
 - Section 4: Budget Narrative**
 - Electronic Budget**

Part II: English Learner (EL) Data Dig Tool

Use Attachment C (Modified EL Data Dig Tool) to develop a summary of the disaggregated data that establishes the District's need for this grant. The sections identified as "required" in Attachment C must be described in the summary. (Required: The data used for summarizing the required sections of EL Data Dig Tool must also be attached to the grant, either by attaching the completed EL Data Tool to grant application or using existing district tables or reports that contain the data from all required sections) This is also to be used as the baseline data for the final report.

- **The required sections of the Modified EL Data Tool have been summarized and the results of the disaggregated data are presented in a clear and concise manner. The completed Modified EL Data Tool or a report that contains all required sections of the Modified EL Data Tool must be attached (Attachment C).**

Note: When data is not available at the district, insert an "NA" in that cell or section to represent when data is not available. Reviewers will be instructed to distinguish between NA and blanks.

10 Points

Part III: Application Narrative

Section 1: Needs Assessment

- a)** Using the findings from the EL Data Dig Tool (Attachment C), identify the district's strengths as measured by academic and linguistic achievement and growth of ELs. (Identification of these strengths will form the basis for your proposal.)
- b)** Using the findings from the EL Data Dig Tool (Attachment C), identify the district's challenges as measured by academic and linguistic achievement and growth of ELs. (Identification of these challenges will highlight the areas in need of improvement.)
- c)** The summary of the disaggregated data demonstrate the district's need for the PD offered in this grant. [Note: providing the data in the EL Data Dig Tool is required]
- d)** Identify and explain the specific challenges that demonstrate the district's need for this grant.
- e)** Describe the policies, procedures, and protocols that the district has implemented in support of the ELD Program.
- f)** Describe the role of district and school leadership in developing, implementing, and evaluating the ELD program.

36 Points

Section 2: Establishing Commitment

- a) Identify the District Leadership Team (DLT) by name and title. Include 5-8 members representative of staff across multiple departments (e.g., student achievement, program support).**
- b) Clearly describe the district's process for selecting and engaging the DLT and demonstrate a commitment to grant participation.**
- c) Identify no more than 4 School Leadership Teams (SLT), by name and title, which include 5-8 staff members with different roles and responsibilities (e.g., assistant principal, coach and lead teacher).**
- d) Describe the district's process for selecting and engaging the SLT and clearly demonstrate a commitment to grant participation.**
- e) Demonstrate how the district will use data to identify needs and inform decisions.**
- f) Identify and explain specific district program strengths and challenges and how district leadership will provide direction and commitment if awarded this grant.**

Section 3: Evaluation

- a) Provide a plan for meeting the reporting requirements of this grant. The plan clearly outlines how data will be tracked and used over the course of the two-year grant.**

- b) Identify the individual(s) that will be conducting the analyses for the required End of Grant Report and describes his/her/their capacity for conducting the analyses.**

- c) Describe a plan for using analyses results to inform action planning for EL success and data-informed decision-making.**

9 Points

Section 4: Budget Narrative

- a) All expenditures contained in the electronic budget are described in the budget narrative and connected to project goals and activities. The costs of the proposed project (as presented in the electronic budget and budget narrative) are reasonable and the budget sufficient in relation to the objectives, design, scope and sustainability of project activities.**
- b) Demonstrate how district/organization will align current and future funding in support of improvement goals and sustainability (e.g., specific funds identified, how existing funds will be reallocated to sustain program and professional development activities after federal funding ends).**
- c) Demonstrate how the funds awarded under the program will be used to supplement the level of funds available for authorized programs and activities, and will not supplant federal, state, local, or non-federal funds.**

9 Points

Contact Information

For program questions contact:

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For fiscal/budget questions contact:

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For RFP specific questions contact:

Kim Burnham (burnham_k@cde.state.co.us or 303-866-6916)