

### 

### Funding Opportunity

**Applications Due:** Thursday, September 1, 2016 by 11:59 pm

**Application Information Webinar:** Thursday, August 11, 2016 at 2:00 pm

**Letter of Intent Due:** Friday, August 12, 2016 by 11:59 pm

**TITLE V ABSTINENCE EDUCATION**

## **GRANT PROGRAM**

Authorized and appropriated by the Patient Protection and Affordable Care Act of 201 [Pub. L. 111-148], which amends Section 510 of the Social Security Act [42 U.S.C. 710]

**For program questions contact:**

Benjie Blase, Health and Wellness Unit

[Blase\_B@cde.state.co.us](mailto:Blase_B@cde.state.co.us) | 303-866-6845

**For fiscal/budget questions contact:**

Marti Rodriguez, Office of Grants Fiscal Management

[Rodriguez\_M@cde.state.co.us](mailto:Rodriguez_M@cde.state.co.us) | 303-866-6769

**For RFP-specific questions contact:**

C:\Users\Young_A\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\WRFKXXAM\CGA-217 Title V Abstinence (002).tifAnna Young, Competitive Grants and Awards

[Young\_A@cde.state.co.us](mailto:Young_A@cde.state.co.us) | 303-866-6250

**Colorado Department of Education**

**Office of Federal Program Administration**

1560 Broadway, Suite 1100, Denver, CO 80202

Table of Contents

[Introduction 3](#_Toc455555721)

[Purpose 3](#_Toc455555722)

[Meeting CDE’s Strategic Goals 3](#_Toc455555723)

[Eligible Applicants 4](#_Toc455555724)

[Priority Consideration 4](#_Toc455555725)

[Available Funds and Matching Funds 4](#_Toc455555726)

[Use of Funds 4](#_Toc455555727)

[Program Requirements 5](#_Toc455555728)

[Grantee Requirements 6](#_Toc455555729)

[Review Process and Timeline 6](#_Toc455555730)

[Duration of Grant 6](#_Toc455555731)

[Evaluation and Reporting 6](#_Toc455555732)

[Technical Assistance 7](#_Toc455555733)

[Submission Process and Deadline 7](#_Toc455555734)

[Application Format 8](#_Toc455555735)

[Required Elements 8](#_Toc455555736)

[Selection Criteria & Evaluation Rubric 13](#_Toc455555742)

[Attachment A: Federal Guidance for the Title V Abstinence Education Grant Program 18](#_Toc455555753)

[Attachment B: Program Report Questions 19](#_Toc455555754)

[Attachment C: Letter of Intent 27](#_Toc455555755)

# Title V Abstinence Education Grant Program 2016

# Applications Due: September 1, 2016 by 11:59 pm

# Introduction

The Colorado Title V State Abstinence Education Grant Program is part of a comprehensive approach to adolescent well-being that seeks to support Colorado youth in developing and navigating healthy relationships and in making decisions that result in reduced teen pregnancy and sexually transmitted infections (STIs), including HIV. This approach is based on guidance from Title V of the Elementary and Secondary Education Act (ESEA) as well as Section 510(b) of the Social Security Act.

A comprehensive approach to health is at the forefront of Colorado’s Comprehensive Health and Physical Education standards (<https://www.cde.state.co.us/cohealth/statestandards>), which include abstinence education throughout all grade levels. Under Section 510 of the Social Security Act, for the purposes of this grant, the term “abstinence education” means an education or motivation program that has abstinence from sexual activity as an outcome. A complete definition as well as federal guidance regarding abstinence education is in **Attachment A** of this document.

According to the Comprehensive Health and Physical Education standards, by the end of eighth grade students will have developed mastery about the benefits of abstinence combined with information about contraception. Through the awards from this grant program, the state will be able to support local efforts in ways that individual communities deem appropriate to provide comprehensive sexual health services to their students and citizens.

# Purpose

Grant funds will be awarded to providers of abstinence education programs that support local efforts to promote positive youth development, including leading youth in developing and navigating healthy relationships and making decisions that result in reduced teen pregnancy and STIs, including HIV.

Applicants are encouraged to use evidence-based teen pregnancy prevention curricula as their primary program(s) for this grant. A list of evidence-based programs can be found at <http://www.hhs.gov/ash/oah/oah-initiatives/teen_pregnancy/db/tpp-searchable.html>. Programs and curricula for direct services to youth, such as mentoring, must be based on best practices and sound theoretical frameworks.

Applicants are encouraged to reach teen populations at most risk such as, but not limited to, Native Americans and other minority youth; youth aging out of foster care; parenting youth; runaway and homeless youth; lesbian, gay, bisexual, transgender, and queer (LGBTQ) youth; youth with developmental disabilities; and youth residing in areas with high teen birth rates. Programs and curricula utilized should be evidence-based, sensitive and inclusive to participants of all races, ethnicities, and classes, and identities.

# Meeting CDE’s Strategic Goals

This matching grant program allows the Colorado Department of Education (CDE) and grant recipients to fulfill the following CDE Strategic Goals:

* Every student meets or exceeds standards.
* Every student graduates ready for college and careers.

# Eligible Applicants

Eligible applicants are nonprofit organizations, after-school programs, and community organizations throughout Colorado that provide teen pregnancy prevention curricula and/or program(s) to youth. School districts are ineligible to apply for this funding opportunity (HB13-1081).

Applicants that have previously received funds from the Title V Abstinence Education Grant may apply for this funding opportunity but their application should describe current grant activities and services. The application should demonstrate how, if awarded, capacity to provide activities and services will be expanded, augmented, or sustained.

# Priority Consideration

Available grant funding will be distributed to applicants demonstrating high need based on priority criteria. Priority will be given to applicants serving populations at most risk such as:

* Youth aging out of foster care;
* Parenting youth;
* Runaway and homeless youth;
* Minority teens including Native Americans;
* LGBTQ youth;
* Youth with developmental disabilities; and
* Youth residing in areas with high teen birth rates.

Priority will also be given to applicants using evidence-based teen pregnancy prevention programs based on best practices and sound theoretical frameworks for direct student services (mentoring, counseling, adult supervision).

For a list of evidence-based programs, visit <http://www.hhs.gov/ash/oah/oah-initiatives/teen_pregnancy/db/tpp-searchable.html>

# Available Funds and Matching Funds

Approximately $700,000 is available for the 2016-2017 school year. Individual awards will be granted up to $200,000. CDE anticipates to award grants for a two-year period. Funding in subsequent years for grantees is contingent upon continued federal appropriations and upon grantees meeting all grant, fiscal and reporting requirements.

**Note:** Applicants must demonstrate a match of 85% of the funds requested. In order to meet the federally mandated match requirement, grantees will need to provide $.85 for every $1.00, or 85%, of grant funds they receive from the Title V State Abstinence Education Grant Program. **Applicants that do not demonstrate an 85% match in their applications will not be considered for award.** The matching funds can come from state dollars, local government dollars, private dollars or in-kind support. Federal funds may not be used for matching funds.

# Use of Funds

Fund must be used in a manner consistent with program requirements. Allowable grant activities include:

* Direct student services (mentoring, counseling, adult supervision);
* Classroom curricula and instruction;
* After-school mentoring;
* One staff member to attend the federally sponsored Youth Sexual Health conference;

To support the allowable grant activities, allowable purchases include, but are not limited to:

* Curricula/programs;
* Salary and benefits;
* Materials;
* Equipment;
* Training related to the selected curriculum/program;
* In-state travel related to programs and certification training;
* Out-of-state travel for one staff member to attend the federally sponsored Youth Sexual Health conference;

Funds cannot be used for the following purposes (based on current federal regulations, subject to change):

* To supplant or replace current public or private funding;
* To supplant ongoing or usual activities of any organization involved in the project;
* To purchase or improve land, or to purchase, construct, or make permanent improvements to any building;
* To reimburse pre-award costs;
* Food for trainings;
* To support planning efforts and other activities associated with the program or application;
* For fundraising, political education, or lobbying activities;
* Media, advertising or development of curriculum.

Allowable administrative costs include:

* Usual and recognized overhead, including indirect rates for all consortium organizations that have a federally approved indirect cost rate;
* Management and oversight of specific project components funded under this program; and
* Development and submission of the application document.

Applicants that are non-profit organizations may charge indirect costs if they have an approved Indirect Cost Agreement with U.S. Department of Education.

# Program Requirements

Programs may be implemented in after-school mentoring settings, within classroom settings in schools or communities. Applicants are also encouraged to incorporate direct services to youth through mentoring, counseling, or adult supervision. Programs that provide further connectedness to the school or community as well as parent education are also encouraged.

All programs should incorporate the Colorado Comprehensive Health and Physical Education standards into programs and materials, particularly Standards 3, 4 and 5 (Personal and Physical Wellness, Emotional and Social Wellness, and Prevention and Risk Management). Providers should also ensure that programs are consistent with the state statute, HB07-1292 ([http://www.cde.state.co.us/sites/default/files/documents/healthandwellness/  
download/1292\_enr.pdf](http://www.cde.state.co.us/sites/default/files/documents/healthandwellness/download/1292_enr.pdf)) concerning medically accurate sex education. Additionally, programs must incorporate effective strategies that have demonstrated impacts on delaying initiation of sexual activity.

Grantees must incorporate Positive Youth Development (PYD) into the programming to help strengthen the psychosocial, behavioral and moral development of youth, build self-efficacy, and increase healthy relationships with adults and peers. According to research findings on evaluated PYD programs, these programs must achieve one or more of the following objectives:

* Promote bonding;
* Foster resilience;
* Promote social, emotional, cognitive, behavioral, and moral competence;
* Foster self-determination;
* Foster spirituality;
* Foster self-efficacy;
* Foster clear and positive identity;
* Foster belief in the future;
* Provide recognition for positive behavior and opportunities for pro-social involvement; and
* Foster pro-social norms (healthy standards for behavior).

**Note:** Applicants may not use federal or matching funds under this award to support inherently religious activities, including, but not limited to, religious instruction, worship, prayer, or proselytizing (45 CRF Part 87) (<https://www.acf.hhs.gov/sites/default/files/assets/general_terms_and_conditions_mandatory.pdf>). Funds may not be used for food at trainings, workshops or other professional development opportunities.

# Grantee Requirements

Title V Abstinence Education grantees will receive at least one site visit each year of the two-year grant. Grantees also must attend the national organization Ascend’s Sexual Risk Avoidance Specialist (SRAS) Training (registration is no cost but applicants must include hotel and meal costs in their proposed budget) either for certification or as an observer (auditor) provided by CDE, January 24-25, 2017.

# Review Process and Timeline

Applications will be reviewed by peer reviewers to ensure they contain all required components and contain complete and adequate responses to the application according to the scoring rubric. Applicants will be notified of final award status no later than September 30, 2016.

**Note:** This is a competitive process – applicants must score at least 70 points out of the 130 possible points to be approved for funding. Applications that score below 70 points may be asked to submit revisions that would bring the application up to a fundable level. There is no guarantee that submitting an application will result in funding or funding at the requested level. All award decisions are final. Applicants that do not meet the qualifications may reapply for future grant opportunities.

# Duration of Grant

Funding is anticipated to begin in October 2016. Although grants will be awarded for a two-year term, FY 2016 and FY 2017, FY 2016 funded applicants are not guaranteed funding beyond FY 2016 year at this time. Continuation of the funding will depend on grantees meeting all requirements and goals. FY 2016 grantees will not be required to re-apply, but will be required to submit a Letter of Intent (LOI) and all other required reporting for FY 2017. FY 2016 funds must be expended by September 30, 2017. There will be no carryover of funds.

# Evaluation and Reporting

Each Provider that receives a grant through the Title V Abstinence Education Grant is required to report the following information to CDE in March 2017 and September 2017:

* Accomplishments and obstacles;
* Key statistics;
* Strategy/plan/staffing changes;
* Implementation checklist;
* Intended deliverables for the upcoming grant year;
* Internal/External outputs and outcomes.

See **Attachment B** in this document for the Program Report Questions. Quarterly financial reports will be due in January, April, and July 2017. A year-end financial report will also be due by November 1, 2017. Changes to the program report are expected from the U.S. Department of Health and Human Services within the first year of the grant funding cycle. Grantees will be notified by CDE as soon as any changes to data reporting requirements have been determined.

**Data Privacy**

CDE takes seriously its obligation to protect the privacy of student Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through the Title V Abstinence Education Grant Program. Grantees will be responsible for their own program surveys and data collection. All program evaluation data will be collected in the aggregate and will be used, shared, and stored in compliance with CDE’s privacy and security policies and procedures.

# Technical Assistance

An application training webinar will be held on **Wednesday, August 11, 2016 at 2:00 pm.** Register for this technical assistance via Eventbrite at <http://titlev_2016.eventbrite.com>. If you have questions or issues regarding registration, please email [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us).

If interested in applying for this funding opportunity, please submit the Letter of Intent (see **Attachment C** in this document) via SurveyMonkey at <https://www.surveymonkey.com/r/titlev2016_loi> by **Friday, August 12, 2016 by 11:59 pm**.

# Submission Process and Deadline

An electronic copy of the application (in PDF format) and the CDE approved electronic budget (in Excel format) must be submitted to [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us) by **Thursday, September 1, 2016 by 11:59 pm**. The electronic version should include all required components of the application as one document. Please attach the electronic budget workbook in Excel format as a separate document. Faxes will not be accepted. Incomplete or late applications will not be considered. If you do not receive and email confirmation of receipt of your application within 24 hours of the deadline, please email [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us). Application materials and budget are available for download on the CDE website at <http://www.cde.state.co.us/healthandwellness/title_v>.

Submit the electronic copy of the application and electronic budget to: [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us)

By: **Thursday, September 1, 2016 by 11:59 pm**

# Application Format

* The total narrative (Part II) of the application **cannot exceed 10 pages**. Please see below for the required elements of the application.
* Typed applications are strongly preferred and should be submitted in 12-point font and single-spaced with 1-inch margins and numbered pages.
* All pages should be on standard letter size paper, 8-1/2” x 11.”
* The signature page must include original signatures.

# 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 12 – 17).**

**Part I: Application Introduction (not scored, does not count toward page limit)**

IA: Cover Page

IB: Assurances Form

Executive Summary (no more than 1 page)

**Part II: Narrative (cannot exceed 10 pages)**

Priority Considerations

Section A: Needs Assessment

Section B: Proposed Program Description

Section C: Program Implementation

Section D: Sustainability

Section E: Budget Narrative and Electronic Budget Spreadsheet (does not count toward page limit)

Title V Abstinence Education Grant Program 2016

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Part IA: Cover Page(complete and attach as the first page of application) | | | | | | | | | | | |
| **Provider Information** | | | | | | | | | | | |
| **Provider Name:** | |  | | | | | | | | | |
| **Mailing Address:** | |  | | | | | | | | **DUNS #:** |  |
| **Authorized Representative Information** | | | | | | | | | | | |
| **Name:** |  | | | **Title:** | |  | | | | | |
| **Telephone:** |  | | | **E-mail:** | | |  | | | | |
| **Signature:** |  | | | | | | | | | | |
| **Program Contact Information** | | | | | | | | | | | |
| **Name:** |  | | | **Title:** | |  | | | | | |
| **Telephone:** |  | | | **E-mail:** | | |  | | | | |
| **Signature:** |  | | | | | | | | | | |
| **Fiscal Manager Information** | | | | | | | | | | | |
| **Name:** |  | | | | | | | | | | |
| **Mailing Address:** | |  | | | | | | | | | |
| **Telephone:** |  | | | **E-mail:** | | |  | | | | |
| **Signature:** |  | | | | | | | | | | |
| **Type of Provider**  (check box below that best describes your organization) | | | | | | | | | | | |
| Nonprofit Organization After-School Program Community Organization | | | | | | | | | | | |
| **Region**  (indicate region of Colorado this program will directly impact) | | | | | | | | | | | |
| Metro Pikes Peak North Central Northwest  West Central Southwest Southeast Northeast | | | | | | | | | | | |
| **Name of Abstinence Program:** *Applicants are strongly encouraged to use an evidence-based abstinence program. A list can be found at* [*http://www.hhs.gov/ash/oah/oah-initiatives/teen\_pregnancy/db/tpp-searchable.html*](http://www.hhs.gov/ash/oah/oah-initiatives/teen_pregnancy/db/tpp-searchable.html)*.* | | | | | | | | | | | |
|  | | | | | | | | | | | |
| **Recipient Schools/Districts**  (list all schools/districts impacted by this funding – additional rows may be added) | | | | | | | | | | | |
|  | | | | |  | | | | | | |
|  | | | | |  | | | | | | |
| Grant Information  The following information will be verified by CDE and considered in the funding decision: | | | | | | | | | | | |
| **Amount Requested**  (i*ndicate the total amount of funding you are requesting for this grant*) | | | | | **Amount to Match**  *(indicate the total amount of funding you will match for this grant)* | | | | | | |
| **Year 1 (2016-2017)** | | **$** |  | | Year 1 (2016-2017) | | | **$** |  | | |
| **Year 2 (2017-2018)** | | **$** |  | | Year 2 (2017-2018) | | | **$** |  | | |

**Note:** If grant is approved, funding will not be awarded until all signatures are in place. Please attempt to obtain all signatures before submitting application.

**Title V Abstinence Education Grant Program 2016**

*The Authorized Representative, Program Contact, and Fiscal Manager must complete and sign below to indicate their approval of the contents of the application and the receipt of program funds.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| On | (date) , | 2016, | the Authorized Representatives of | (name of Provider) |

hereby applies for and, if awarded, accepts the funds requested in this application. In consideration of the receipt of these grant funds, the Board agrees that the General Assurances form for all funds and the terms therein are specifically incorporated by reference in this application. The Board also certifies that all program and pertinent administrative requirements will be met. These include the Office of Management and Budget Accounting Circulars, and the Department of Education’s General Education Provisions Act (GEPA) requirement. In addition, providers that accept the **Title V State Abstinence Education Grant Program** funding agree to the following:

1. The applicant will bi-annually provide the Colorado Department of Education the following information:
2. Progress Report
3. Narrative
4. Grant Evaluation/Data Collection
5. The application will annually have an 85% match rate of the project’s total cost with non-Federal resources. For 2016-17, bi-annual submission of the Program Report Questions (**Attachment B** of the RFP) will be due in March 2017 and September 2017. Quarterly financial reports will be due in January, April, and July 2017 and the year-end financial report is due by November 1, 2017.
6. The work of personnel supported through this grant, directly supports the accomplishment of the program goals.

Briefly describe:

1. Funded programs must comply with Section 317P(c)(2) of the Public Health Service Act (42 U.S.C. § 247b-17(c)(2)) regarding medically accurate information (see Attachment A). All educational materials and curricula designed, mass produced and used for instructional and information purposed are certified as medically accurate.

List source(s) of your materials used:

1. The applicant will not discriminate against anyone regarding race, gender, sexual orientation, national origin, color, disability, or age. Explain how your program considers and identifies the needs of all students, including the needs of lesbian, gay, bisexual, transgender, and how the programs will be inclusive of and non-stigmatizing toward such participants.

Please indicate how your program complies:

1. Funded projects will maintain appropriate fiscal and program records and conduct fiscal audits of this program as a part of their regular audits. Fiscal and program records will be maintained according to grant requirements.
2. If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
3. The grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.
4. Funded programs must comply with Colorado CRS 22-1-110.5, “Education regarding human sexuality-prior written notice to parent-content standards.” <http://www.leg.state.co.us/clics/clics2013a/csl.nsf/billcontainers/1B0EC2643B4EFFB787257AEE0054AB45/$FILE/1081hie_01.pdf>

Please indicate how your program complies:

1. Funded programs must align with the Colorado Comprehensive Health and Physical Education Standards. <http://www.cde.state.co.us/cohealthpe/statestandards>

Please indicate how your program complies:

1. Funded programs agree formally to the requirement of programming to not contradict Section 510(b)(2) of the Social Security Act, A-H elements (see **Attachment A**).

Please indicate the A-H component/s that your program emphasizes:

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name of Authorized Representative |  | Signature of Authorize Representative |
|  |  |  |
| Name of Fiscal Manager |  | Signature of Fiscal Manager |
|  |  |  |
| Name of Program Contact | Signature of Program Contact |
|  |  |  |

# Title V Abstinence Education Grant Program 2016

# Selection Criteria and Evaluation Rubric

# Application Scoring (CDE Use Only)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Part I:** | **Application Introduction** | | No Points | | |
| **Part II:** | **Narrative** | |  | | |
|  | Priority Considerations | |  | | /30 |
|  | Section A: | Needs Assessment |  | | /15 |
|  | Section B: | Proposed Program Description |  | | /45 |
|  | Section C: | Program Implementation |  | | /15 |
|  | Section D: | Sustainability |  | | /10 |
|  | Section E: | Budget Narrative and Electronic Budget Spreadsheet |  | | /15 |
| **Total:** | | |  | **/130** | |

**GENERAL COMMENTS:** Please indicate support for scoring by including overall strengths and weaknesses. These comments are used on feedback forms to applicants.

**Strengths:**

**Weaknesses:**

**Required Changes:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **RECOMMENDATION:** | Funded |  |  | Funded with Changes |  |  | Not Funded |  |

# Selection Criteria & Evaluation Rubric

**Part I: Application Introduction (No Points)**

Cover Pages and Certification

Complete the attached cover page, signature pages, and assurances page and attach as the first pages of the application.

Executive Summary

Provide a brief description (no more than one page) of the proposed Title V Abstinence Education Grant Program. This summary does not count toward the 10-page narrative page limit.

**Part II: Narrative (130 Points)**

The following criteria will be used by reviewers to evaluate the application as a whole. The narrative should be written in order of the scoring for review purposes. In order for the application to be recommended for funding, it must receive at least 70 points out of the 130 possible points and all required elements must be addressed. An application that receives a score of 0 on any required elements will not be funded without necessary changes.

For those applicants that have previously received funding from the Title V Abstinence Education Grant Program, the expectation is that the narrative will include references to that award, where applicable. For example, discuss how the funds contributed to the program and what still needs to be accomplished. In particular, applicants should demonstrate ongoing and improved capacity in the program and a well-developed plan for sustainability.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Priority Considerations*(Reviewers will score Priority Considerations based on descriptions Provider writes throughout the rest of the application narrative in the proceeding scoring rubric sections. The Provider does not have to specifically write answers to the indicators in the Priority Considerations scoring rubric section).* | **N/A, No Evidence Provided, and/or Inadequate Description** | **Minimal**  **(requires additional clarification)** | **Adequate**  **(clear and complete)** | **Excellent**  **(concise and thoroughly developed)** | |
| 1. Provider described how it will serve one or more of the following:  * Youth aging out of foster care; * Parenting youth; * Runaway and homeless youth; * Minority teens including Native Americans; * LGBTQ youth; * Youth with developmental disabilities; and/or * Youth residing in areas with high teen birth rates. | 0 | 3 | 5 | 10 | |
| 1. Provider described the evidence-based program(s) and/or curricula it will implement for **direct student services (mentoring, counseling, adult supervision**). A list of evidence-based programs can be found at: <http://www.hhs.gov/ash/oah/oah-initiatives/teen_pregnancy/db/tpp-searchable.html>. | 0 | 3 | 5 | 10 | |
| 1. Provider described how the chosen evidence-based program(s) for direct student services (mentoring, counseling, adult supervision) and/or classroom instruction are based on best practices and sound theoretical frameworks. | 0 | 3 | 5 | 10 | |
| **Reviewer Comments:** | | | | | |
| TOTAL POINTS | | | |  | **/30** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Section A: Needs Assessment | **Inadequate**  **(information not provided)** | **Minimal**  **(requires additional clarification)** | **Adequate**  **(clear and complete)** | **Excellent**  **(concise and thoroughly developed)** | |
| 1. Describe the problems related to teen pregnancy and STIs in the Colorado region(s) that the Provider will serve with grant funds. Provide any supporting data. | 0 | 1 | 3 | 5 | |
| 1. Identify the youth population(s) in the identified Colorado region(s) with the greatest need that will be served with grant funds. The youth to be served with these funds could be:  * Youth aging out of foster care; * Parenting youth; * Runaway and homeless youth; * Minority teens including Native Americans; * LGBTQ youth; * Youth with developmental disabilities; and/or * Youth residing in areas with high teen birth rates. | 0 | 1 | 3 | 5 | |
| 1. Describe the analysis that was conducted to identify the selected region(s) and youth population(s). Provide any supporting data. | 0 | 1 | 3 | 5 | |
| **Reviewer Comments:** | | | | | |
| **TOTAL POINTS** | | | |  | **/15** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Section B: Proposed Program Description | **Inadequate**  **(information not provided)** | **Minimal**  **(requires additional clarification)** | **Adequate**  **(clear and complete)** | **Excellent**  **(concise and thoroughly developed)** | |
| 1. Describe whether Provider will provide:  * Direct student services (mentoring, counseling, adult supervision); * In-classroom curricula and instruction; * After-school mentoring; and/or * Professional development. | 0 | 1 | 2 | 3 | |
| 1. Describe how Provider will utilize evidence-based teen pregnancy prevention program(s) and/or curricula. A list of evidence-based programs can be found at <http://www.hhs.gov/ash/oah/oah-initiatives/teen_pregnancy/db/tpp-searchable.html>. | 0 | 3 | 5 | 10 | |
| 1. Describe how selected program(s) and/or curricula utilized will be sensitive and inclusive to youth participants of all races, ethnicities, classes, and identities. | 0 | 1 | 3 | 5 | |
| 1. Describe how program(s) and/or curricula for direct services to youth, if any, will be based on best practices and sound theoretical frameworks. | 0 | 1 | 2 | 3 | |
| 1. Describe how program incorporates effective strategies that have demonstrated impacts on delaying initiation of sexual activity. | 0 | 1 | 2 | 3 | |
| 1. Provide the projected number of unduplicated youth the Provider anticipates to reach through the selected program(s) and/or curricula. | 0 | 1 | 2 | 3 | |
| 1. Describe how program is medically accurate, as defined in HB13-1081/HB 07-1292. Medical information must be verified or supported by the weight of research conducted in compliance with accepted scientific methods and published in peer-reviewed journals where applicable. Medical information must also comprise material that leading professional organizations and agencies with relevant expertise in the field recognize as accurate, objective and complete. | 0 | 1 | 2 | 3 | |
| 1. Describe how program will incorporate the Colorado Comprehensive Health and Physical Education standards into programs and materials, particularly Standards 3, 4 and 5 (Personal and Physical Wellness, Emotional and Social Wellness, and Prevention and Risk Management). | 0 | 1 | 3 | 5 | |
| 1. Describe how Provider will support local efforts that promote Positive Youth Development (PYD), including leading youth in developing and navigating healthy relationships and making decisions that result in reduced teen pregnancy and STIs, including HIV. Describe how program will achieve one or more of the following PYD objectives:  * Promote bonding; * Foster resilience; * Promote social, emotional, cognitive, behavioral, and moral competence; * Foster self-determination; * Foster spirituality; * Foster self-efficacy; * Foster clear and positive identity; * Foster belief in the future; * Provide recognition for positive behavior and opportunities for pro-social involvement; and * Foster pro-social norms (healthy standards for behavior). | 0 | 3 | 5 | 10 | |
| **Reviewer Comments:** | | | | | |
| **TOTAL POINTS** | | | |  | **/45** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Section C: Program Implementation | **Inadequate**  **(information not provided)** | **Minimal**  **(requires additional clarification)** | **Adequate**  **(clear and complete)** | **Excellent**  **(concise and thoroughly developed)** | |
| Identify outcome(s) that are specific to the local community’s needs, challenges, population and proposed program(s) and/or curricula. Outcomes are those designed to measure behavior, attitudes, knowledge and beliefs of service recipients served. Outcome(s) should support local efforts and initiatives to reduce pregnancy, sexual activity, and STIs among Colorado youth. One of the outcome measures must include abstinence as the means of preventing teen pregnancy, birth and/or STIs. | 0 | 1 | 3 | 5 | |
| Identify 2-3 SMART Goals consistent with desired outcomes of the Title V Abstinence Education Grant Program. SMART Goals should be Specific, Measurable, Achievable, Relevant, and Time-Phased. Please copy and paste the table below into your application and use this table to complete your 2-3 SMART Goals. | 0 | 3 | 5 | 10 | |
| |  |  |  | | --- | --- | --- | | **SMART Goal #1: (List Goal Here)**  (**S**pecific, **M**easurable, **A**chievable, **R**elevant, **T**ime-phased) | | | |  | | | | **Program Activities to Achieve SMART Goal #1** | **Date to be completed**  **(in chronological order)** | **Job Title of Person Responsible** | |  | Month Day, Year |  | |  | Month Day, Year |  | |  | Month Day, Year |  | |  | Month Day, Year |  | | **SMART Goal #2: (List Goal Here)**  (**S**pecific, **M**easurable, **A**chievable, **R**elevant, **T**ime-phased) | | | | **Program Activities to Achieve SMART Goal #2** | **Date to be completed**  **(in chronological order)** | **Job Title of Person Responsible** | |  | Month Day, Year |  | |  | Month Day, Year |  | |  | Month Day, Year |  | |  | Month Day, Year |  | | **SMART Goal #3: (List Goal Here)**  (**S**pecific, **M**easurable, **A**chievable, **R**elevant, **T**ime-phased) | | | | **Program Activities to Achieve SMART Goal #3** | **Date to be completed**  **(in chronological order)** | **Job Title of Person Responsible** | |  | Month Day, Year |  | |  | Month Day, Year |  | |  | Month Day, Year |  | |  | Month Day, Year |  | |  | Month Day, Year |  | | | | | | |
| **Reviewer Comments:** | | | | | |
| **TOTAL POINTS** | | | |  | **/15** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Section D: Sustainability | **Inadequate**  **(information not provided)** | **Minimal**  **(requires additional clarification)** | **Adequate (clear and complete)** | **Excellent**  **(concise and thoroughly developed)** | |
| 1. Describe Provider’s plan for how the proposed project will be continued once the grant dollars have expired. For example, how will Provider continue to provide program(s) and/or curricula serving identified youth once this two-year grant has expired? | 0 | 3 | 5 | 10 | |
| **Reviewer Comments:** | | | | | |
| **TOTAL POINTS** | | | |  | **/10** |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Section E: Budget Narrative & Electronic Budget Spreadsheet *(Attach electronic budget spreadsheet at the end of the narrative (sections A-E). Submit your budget as a separate Excel file along with your application. Excel file of Electronic Budget does not count toward page limit.)* | | | **Inadequate**  **(information not provided)** | | **Minimal**  **(requires additional clarification)** | | **Adequate (clear and complete)** | | | **Excellent**  **(concise and thoroughly developed)** | |
| Describe all expenditures contained in the electronic budget spreadsheet and connect to project goals and activities. The costs of the proposed project (as presented in the electronic budget and budget narrative) shall be reasonable and the budget sufficient in relation to the objectives, design, scope and sustainability of project activities. | | | 0 | | 3 | | 5 | | | 10 | |
| 1. 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. | | | 0 | | 1 | | 3 | | | 5 | |
| **Matching Funds** |  | | |  | |  | | |  | | |
| 1. Document how the provider will assure an 85% match rate each year of the project’s total cost with non-Federal resources. Identify all sources of non-Federal matching funds. ***Note:*** Applicants that do not demonstrate an 85% match will not be considered for award. | | **85% match rate** | | | | | | | | | |
| **No** | | | | | | **Yes** | | | |
| **Reviewer Comments:** | | | | | | | | | | | |
| **TOTAL POINTS** | | | | | | | | | |  | **/15** |

# Attachment A: Federal Guidance for the Title V Abstinence Education Grant Program

**Social Security Act, Section 510(b)(1) and (2) A-H**

1. The purpose of an allotment under subsection (a) to a State is to enable the state to provide abstinence education, and at the option of the State, where appropriate, mentoring, counseling, and adult supervision to promote abstinence from sexual activity, with a focus on those groups which are most likely to bear children out-of-wedlock.
2. For purposes of this section, the term “abstinence education” means an educational or motivational program which—
   1. Has as its exclusive purpose, teaching the social, psychological, and health gains to be realized by abstaining from sexual activity;
   2. Teaches abstinence from sexual activity outside marriage as the expected standard for all school age children;
   3. Teaches that abstinence from sexual activity is the only certain way to avoid out-of-wedlock pregnancy, sexually transmitted diseases, and other associated health problems;
   4. Teaches that a mutually faithful monogamous relationship in the context of marriage is the expected standard of human sexual activity;
   5. Teaches that sexual activity outside of the context of marriage is likely to have harmful psychological and physical effects;
   6. Teaches that bearing children out-of-wedlock is likely to have harmful consequences for the child, the child’s parents, and society;
   7. Teaches young people how to reject sexual advances and how alcohol and drug use increases vulnerability to sexual advances; and
   8. Teaches the importance of attaining self-sufficiency before engaging in sexual activity.

With regard to A-H, "States expending funds for abstinence education programs may determine the relative emphasis to place on each of the A-H components of Section 510(b)(2). States may also use funds for mentoring, counseling, or adult supervision programs to promote abstinence, as allowed under section 510(b)(1). Regardless of program type, “***no funds can be used in ways that contradict the A-H provisions."*** In other words, States do not have to place equal emphasis on all of A-H, nor do they have to incorporate all of the components in their curriculum.

**Public Health Service Act, Section 317P(c)(2)**

Mass produced educational materials that are specifically designed to address sexually transmitted diseases/infections (STDs/STIs) are required by Section 317P(c)(2) of the Public Health Service Act (42 U.S.C. § 247b-17(c)(2)) to contain medically accurate information regarding the effectiveness or lack of effectiveness of condoms in preventing the STDs/STIs the materials are designed to address. In general, information on contraceptives, if included, must be medically accurate and should include information on the effectiveness or lack of effectiveness of the type of contraception discussed in the curriculum.

# Attachment B: Program Report Questions

Each awardee funded through the Title V Abstinence Education Grant Program must submit a bi-annual progress report to CDE due in March and September 2017. Changes to the program report are expected from the U.S. Department of Health and Human Services within the first year of the grant funding cycle. Grantees will be notified by CDE as soon as any changes to data reporting requirements have been determined. Please send the program report as an attachment in one email to: [Blase\_B@cde.state.co.us](mailto:Blase_B@cde.state.co.us).

**Reporting Periods**

**October 2016-March 2017**

**April 2017-September 2017**

**Instructions for Progress Report and Narrative**

**Narrative Instructions:**

Respond to the following sections and attach to an email as a performance narrative. For each section, the directions are provided in a gray shaded row. Use standard sized paper (8 ½ x 11 inches). Clearly number all pages. Font size must not be smaller than 11 points; you may use single spacing; margins must not be less that one inch; work within the word, sentence, or space limits prescribed for each section.

**Introduction:** Very briefly restate the purpose of your grant, explain in general terms the progress of the project in achieving that purpose. Set the stage. Page limit: one-half to three-quarters of a page.

**Accomplishments:**

**Key Statistics:**

|  |  |
| --- | --- |
| Enter your program’s statistics into the appropriate row of the following table. The unduplicated numbers should only be for the six month semi-annual report. | |
| Item | Results for reporting period |
| 1. Unduplicated count of clients served ages 12-18, others and parents by ethnicity |  |
| 2. Total number of program hours received by clients |  |

**Obstacles**

|  |
| --- |
| Explain in the space provided any obstacles encountered in implementing the original program strategy, and your actions and/or plans in dealing with them. Obstacles could include any of the following: internal problems encountered, shortcomings in the planned strategy, external changes in circumstances, difficulty in obtaining resources, difficulty in gaining access to youth, suitability of curriculum, etc. |
|  |

**Strategy/Plan/Staffing Changes**

|  |
| --- |
| Describe all changes to your program plan, made or contemplated. If your current course of action is different from that stated in your grant application, explain all changes here. This includes changes in strategy, staffing, population served, partner organizations, timing of plan implementation, number of clients reached, number of contact hours per client, etc. If you have made no changes, merely write “No changes” in this section. |
|  |

**Implementation Checklist**

|  |  |  |  |
| --- | --- | --- | --- |
| Recipients of federal funds are required to adhere to several regulations. Using the following checklist, please include your self-assessment regarding adherence to each program requirement. For an explanation of each item see appendix A. For any inconsistencies or uncertainties, write a two to three sentence explanation in the row below each area and the plan to address these issues. *These rows are expandable.* | | **Indicate in the columns below**  **your self-assessment for each area whether you are:** | |
|  | **Consistent** | **Inconsistent** | **Unclear** |
| Inherently religious activities |  |  |  |
|  |  |  |  |
| Timely submission of Form 990 or extension |  |  |  |
|  |  |  |  |
| A-133 audit |  |  |  |
|  |  |  |  |
| Lobbying |  |  |  |
|  |  |  |  |
| Political campaign activity |  |  |  |
|  |  |  |  |
| Conflict of interest or personal gain |  |  |  |
|  |  |  |  |
| Nondiscrimination |  |  |  |
|  |  |  |  |

**Intended Deliverables for the Upcoming Grant Year**

|  |  |  |
| --- | --- | --- |
| Using the following table, itemize the internal and external outputs and outcomes planned for the next program year, along with their quantities and due dates. These instructions apply for the semi-annual report (due in March 2017). If this is the year-end annual report (due in September 2017), update the table created in the semi-annual report to reflect plan changes that may have been since then. | | |
| **Item** | **Quantity** | **Due Date** |
| ***Internal outputs (activities)*** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| ***External outputs*** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| ***Outcomes*** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**INSTRUCTIONS FOR THE COMPLETION OF**

**PERFORMANCE PROGRESS REPORT**

**Performance Measures SF-PPR-A**

General Purpose of SF-PPR-A, Performance Measures

The purpose of the SF-PPF-A is to provide a tool through which to track your organization’s accomplishments under this grant for the current grant year, categorized by internal and external outputs and outcomes, in a detailed, comprehensive manner. The Administration for Families and Children (ACF) will use the information collected to collect comparative data required to account for the annual expenditure of Federal funds, assess the progress and impact of ACF’s federally funded abstinence education programs against ACF’s Strategic Plan goals, and provide feedback to assist grantees.

The data collected also fulfill requirements of OMB for setting of performance targets and assessment and validation of accomplishments.

General Instructions

If your organization has received a multi-year grant, only address the current grant year. Do not address any of the future grant years.

For the purpose of this report, employ the following definitions:

* Section A: Internal output: activities internal to your organization or activities involving outside entities but not the youth nor community members served.
* Section B: External output: activities you undertake for the populations served.
* Section C: Outcome: changes in the behavior, skill, attitude, situation, or knowledge of the populations served.

Each category, internal and external outputs and outcomes, should have 10-20 line items. Combine line items if necessary to adhere to this limit, but without making the line item too generic.

Insert the following information into the appropriate column. Please note that the content of the columns 1 through 3 (projections of the program) of the table must cover the entire current grant year, not just the current reporting period. Your performance reporting in the last 4 columns is for the first 6 months for the semi-annual report and the whole year for the annual report.

*Internal and external output or outcome*.

1. Number each item following the pattern provided. The letter of the measure number corresponds with the section.
2. Itemize every internal and external output and outcome your organization committed to accomplishing. This information should be sourced from your original grant application. Please remember to address the entire current grant year, not just the current reporting period. Limit: one to two sentences per item. Keep it short.
3. *Quantity.* Provide the quantified metric associated with the item.

1. *Due date.* Indicate the original due date associated with the item.
2. *Actual performance.* Provide brief *quantified* metrics of the actual accomplishment for the item as of the final date of the current reporting period. If the item is to occur during the second six-month reporting period for the current grant year, simply put “n/a” in this column. Limit: a few words or numbers.
3. *Explanation of variance.* Provide a brief explanation of the variance between planned and actual performance, when applicable. If the item is to occur during the second six month reporting period of the **current grant year,** simply put “n/a” in this column. Limit: one to two brief sentences. Where there is no variance, no comment is required.
4. *Anticipated end of current grant year performance.* Provide an assessment of your end of current grant year performance, using the following three categorizations: “miss,” “achieve,” or “exceed.”

(8) *Explanation of variance.* Briefly explain the reasons for the variance between the originally projected grant performance and anticipated end of current grant year performance. Leave this column blank for items classified as “achieve” or “exceed.” Limit: one to two brief sentences. If the explanation is the same as Column 5, state “See column 5.”

**If this is a final report, delete columns six and seven.**

**PERFORMANCE PROGRESS REPORT**

**Performance Measures SF-PPR-A**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Name of Grantee’s Organization | | 2. Colorado Department of Education - Title V State Abstinence Education Grant Program | | | | 3a. DUNS | | 4. Reporting Period End Date *(Month, Day, Year)* | |
| **3b. EIN** | |
| 1. **Internal Outputs (activities)** | | | | | | | | | |
| **(1)**  **Measure Number or Label** | **(2) Item** | | **(3) Quantity** | **(4) Due Date** | **(5) Actual performance** | | **6) Explanation of variance** | **(7) Anticipated end of current grant year performance** | **(8) Explanation of variance** |
| *Sample* | *Hire and train staff.* | | *2 regional directors, 8 instructors* | *11/30/06* | *Objective met* | | *n/a* | *Achieve* |  |
| *Sample* | *Identify program sites.* | | *6 schools and 2 community centers* | *10/31/06* | *6 schools and 3 community centers* | | *Due to positive word of mouth publicity, a Hispanic community center requested the program.* | *Exceed* |  |
| A-01 |  | |  |  |  | |  |  |  |
| A-02 |  | |  |  |  | |  |  |  |
| A-03 |  | |  |  |  | |  |  |  |
| A-04 |  | |  |  |  | |  |  |  |
| A-05 |  | |  |  |  | |  |  |  |
| A-06 |  | |  |  |  | |  |  |  |
| A-07 |  | |  |  |  | |  |  |  |
| A-08 |  | |  |  |  | |  |  |  |
| A-09 |  | |  |  |  | |  |  |  |
| A-10 |  | |  |  |  | |  |  |  |

**PERFORMANCE PROGRESS REPORT**

**Performance Measures SF-PPR-A**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Name of Grantee’s Organization | | 2. Colorado Department of Education - Title V State Abstinence Education Grant Program | | | 3a. DUNS | | | 4. Reporting Period End Date*(Month, Day, Year)* | | |
| 3b. EIN | | |
| **B. External Outputs** | | | | | | | | | | |
| **(1) Measure Number or Label** | **(2) Item** | | **(3) Quantity** | **(4) Due Date** | | **(5)**  **Actual Performance** | **(6) Explanation of variance** | | **(7) Anticipated end of current grant year performance** | **(8) Explanation of variance** |
| *Sample* | Provide instruction to students for 60 minutes per session, weekly for 7 weeks. | | 4,805 participants x 7 hours per participant = 33,635 hours | Grant duration | | 3,749 participants x 8.5 hours per participant = 31,866 hours | Able to increase program hours at certain sites due to scheduling modifications. Two schools did not allow access to 10th grade students. | | Miss | See column 5 |
| B-01 |  | |  |  | |  |  | |  |  |
| B-02 |  | |  |  | |  |  | |  |  |
| B-03 |  | |  |  | |  |  | |  |  |
| B-04 |  | |  |  | |  |  | |  |  |
| B-05 |  | |  |  | |  |  | |  |  |
| B-06 |  | |  |  | |  |  | |  |  |
| B-07 |  | |  |  | |  |  | |  |  |
| B-08 |  | |  |  | |  |  | |  |  |
| B-09 |  | |  |  | |  |  | |  |  |

**PERFORMANCE PROGRESS REPORT**

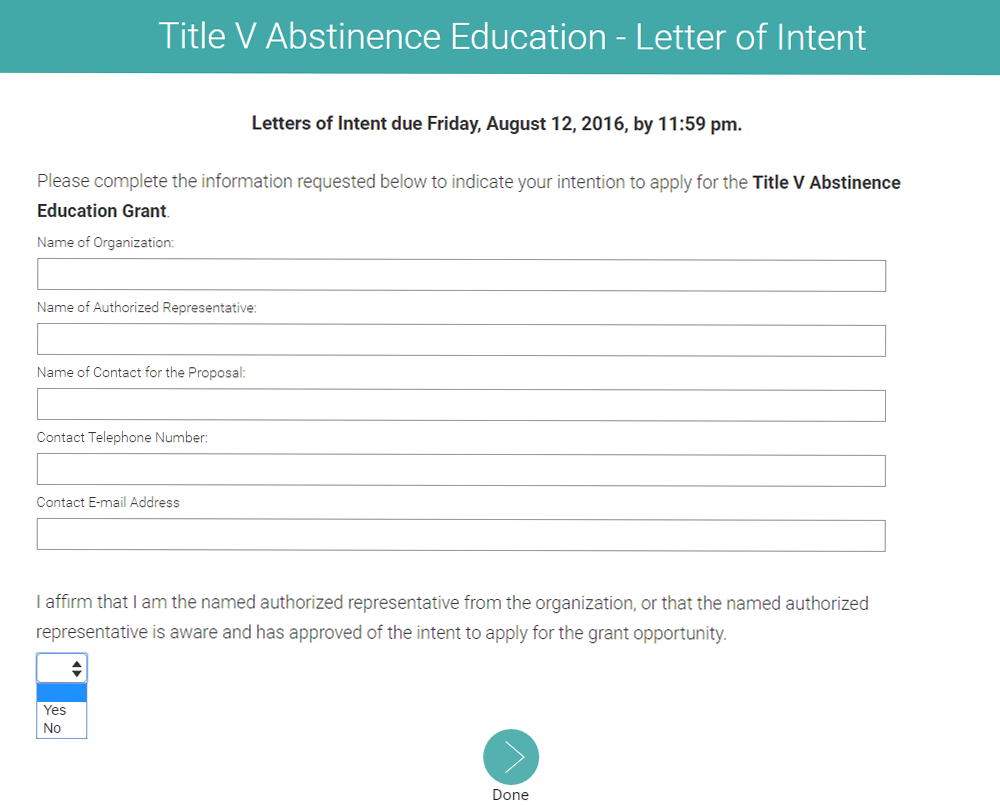
**Performance Measures SF-PPR-A**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Name of Grantee’s Organization | | 2. Colorado Department of Education - Title V State Abstinence Education Grant Program | | | 3a. DUNS | | | 4. Reporting Period End Date *(Month, Day, Year)* | | |
| 3b. EIN | | |
| **C. Outcomes** | | | | | | | | | | |
| **(1) Measure Number or Label** | **(2) Item** | | **(3) Quantity** | **(4) Due Date** | | **(5)**  **Actual Performance** | **(6) Explanation of variance** | | **(7) Anticipated end of current grant year performance** | **(8) Explanation of variance** |
| *Sample* | Increase percentage of  participants between pre- and post-surveys who  strongly agree that  abstinence from sexual  activity until marriage is a personal standard. | | 30% increase | Grant  duration | | n/a | n/a | | Exceed | So far, we are seeing even better  responses than anticipated, around  35%. |
| B-01 |  | |  |  | |  |  | |  |  |
| B-02 |  | |  |  | |  |  | |  |  |
| B-03 |  | |  |  | |  |  | |  |  |
| B-04 |  | |  |  | |  |  | |  |  |
| B-05 |  | |  |  | |  |  | |  |  |
| B-06 |  | |  |  | |  |  | |  |  |
| B-07 |  | |  |  | |  |  | |  |  |
| B-08 |  | |  |  | |  |  | |  |  |
| B-09 |  | |  |  | |  |  | |  |  |

# 

# Attachment C: Letter of Intent

The Letter of Intent to apply for the Title V State Abstinence Education Grant is due **Friday, August 12, 2016 by 11:59 pm**. Submit online via SurveyMonkey at <https://www.surveymonkey.com/r/titlev2016_loi>. Below is a screenshot of the information requested in the Letter of Intent.

****