



**COLORADO**  
Department of Education

# Funding Opportunity

## APPLICATIONS DUE:

First Submission Window: **Thursday, April 15, 2021, from 12 am - 11:59 pm**  
Submissions received on April 15 are ensured a portion of available funds.

Second Submission Window: **Friday, April 16, 12 am - Monday, April 19, 2021, 11:59 pm**  
Submissions received April 16-19 may receive funding *if* funds remain after April 15.

## Gifted Education Universal Screening and Qualified Personnel Grant

Pursuant to C.R.S. 22-20-205



### Program Questions:

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### Application Process Questions:

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# Gifted Education Universal Screening and Qualified Personnel Grant

First Submission Window: Thursday, April 15, 2021, from 12 am - 11:59 pm

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## Introduction

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The Colorado General Assembly passed legislation in 2014 that established an appropriation for an Administrative Unit gifted education grant program. The program supports the foundational programming elements of universal screening and qualified personnel. It was the intent of the General Assembly that:

- 1) Evidence-based practices support instruction and the social-emotional development of gifted children; and
- 2) Each gifted child is educated in a rigorous learning environment and culture that develops the child's area of exceptionality and coordinates programs and services among available support systems.

Universal screening provides a means of access to gifted identification assessment and programming to every student. See Exceptional Children's Educational Act (ECEA) for Rules pertaining to the grant. The Rules may be accessed on the CDE Gifted Education website on the Laws and Regulations tab at [www.cde.state.co.us/gt/lawsregs](http://www.cde.state.co.us/gt/lawsregs).

## Purpose

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Through this opportunity, Administrative Units may apply for funds to offset the cost incurred when:

- 1) Conducting universal screening no later than second grade;
- 2) Conducting a second universal screening at a middle school level;
- 3) At middle school level using an achievement measure for already identified students in conjunction with creation of each child's individual career and academic plan (ICAP); and
- 4) Employing a qualified person to administer the gifted program, implement the program plan, and provide professional learning to increase the capacity of educators to identify and program for gifted students and develop family engagement and communication.

## Universal Screening: Definition

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Universal screening, for the purposes of section 22-20-205 C.R.S., means the systematic assessment of all students within a grade level of an Administrative Unit for identifying exceptional ability or potential, especially in underrepresented populations; and/or universal screening in conjunction with creation of each gifted child's individual career and academic plan (ICAP).

## Universal Screening: Tools and Criterion

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The measurement tool(s) for elementary and middle school universal screening must be determined to be a fair and reliable tool(s) for administration in diverse populations. Scoring at or above the 95<sup>th</sup> percentile is a qualifying criterion for a body of evidence in gifted identification. The AU determines the local criterion for considering students for further identification assessment. Typically, a score above the 85<sup>th</sup> percentile may be an indicator for further data collection.

**Note:** Achievement tests do not qualify as a universal screener for the purpose of identification, especially in highly at-risk populations. Achievement tests might be appropriate for students creating the ICAP who already have a gifted determination.

## Qualified Personnel: Criterion

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The grant will offset the cost for up to a .5 FTE qualified person in gifted education or an educator who is working towards an endorsement or higher gifted degree program. (See **USQP GT Non-Qualified Candidate Working Toward an Endorsement document found with application materials.**)

The qualified person will **administer** the gifted program and implement the program plan. The application must include the AU's salary schedule for the gifted education position. If the position will include additional responsibilities beyond gifted education services, the amount of grant funding being requested must represent the percent of time the qualified person will be supporting gifted education. For example, if a .4 FTE spends one day a week supporting a different department in the AU, and one day a week supporting gifted education, the request for funds should be 20% of the cost indicated on the submitted FTE salary schedule. The application would then specify a request to fund a .2 FTE. If at the time of application, the gifted education position is still unfilled the amount of grant funding requested will be based on the salary schedule of the AU for the unfilled position.

## Eligible Applicants

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To be eligible, the AU applicant must be up to date in submission of the AU's comprehensive program plan, budget, and UIP gifted requirements of all districts in the AU to the Colorado Department of Education (CDE).

The application packet must include a completed application form and required supporting evidence and be received within the application submission window. If the grant application was not completed correctly, included ineligible costs, or did not include the required documents, the AU will be asked to adjust the original application.

## Available Funds and Allowable Expenditures

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This grant application is being released; however, the funding available for distribution to Administrative Units is contingent upon an approved appropriation for the grant program during the 2021 Colorado legislative session. If approved, allocations would begin on July 1, 2021.

AUs may apply for up to four different grants in one application:

- 1) Universal screening costs for Kindergarten-2<sup>nd</sup> grade;
- 2) Universal screening costs in a middle school grade;
- 3) Middle school measure for already identified students (to be used for ICAP planning); and
- 4) Employment of a qualified person up to .5 FTE that has responsibility for the gifted program.

Any costs the AU saves by obtaining the grant may NOT be returned into the AU's General Fund but may be used to increase or enhance the costs incurred in implementing the AU's gifted education program [2-20-205 (2)(e)].

### Universal Screening Costs:

ECEA Rules state grant funds are to be used towards the per-pupil cost of screening. Additional administrative or training costs are not considered in the calculation for per-pupil assessment.

### Eligible universal screening expenditures:

- Tests (online) or variance for paper-pencil;
- Behavior Observation Scales as the universal screener; and
- Two different tests at the middle school level, one for already identified gifted students (to be used for ICAP planning) and one for non-identified students (to find additional gifted students). Reimbursement for tests would be at a rate common to the typical CogAT and NNAT tests costs.

If a variance has been obtained for paper and pencil testing, eligible expenses also include:

- Answer documents;
- Publisher’s scoring or hand-scoring materials (e.g., key, norms manual);
- Shipping costs; and
- Basic-level assessment reporting package (e.g., CD Rom).

Ineligible universal screening expenditures that will not be funded:

- Miscellaneous supplies;
- Two different tests with the same group of students at a school level (e.g., Kingore Observation and the CogAT for grade-two students);
- Supplies related to test taking (i.e., pencils, computers, plastic tubs);
- Stipends for test trainings, test administration, or test scoring;
- Vendor training costs;
- Additional reporting documents or files beyond the basic-level reporting package;
- Additional assessment instruments not intended for the purpose of Universal Screening; and
- Indirect costs for accounting or additional administration (i.e., classified staff, paraprofessionals, test proctors, communication flyers).

**Note:** If an individual test is administered to some students and a group test administered to the remainder of grade level students, reimbursement for each test is the cost of the group administered test.

## **Duration of Grant**

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Grants will be awarded for a one-year term beginning on July 1, 2021, for the 2021-2022 school year. Additional grant funding for subsequent years will be contingent upon annual appropriations by the State legislature. Funded applicants are not guaranteed any additional funding beyond the 2021-2022 school year.

**Note:** No carryover will be allowed. Funds must be expended by June 30, 2022. If funds remain, the AU must return unused funds to CDE. Funds may not be used for the upcoming costs for screening tests or qualified personnel.

## **Grant Distribution**

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As defined in 22-20-205 (2)(d) C.R.S., CDE will distribute monies to grant applicants, subject to available appropriations. Distribution of funds will be based on the day in which the application is received. If funds are sufficient to fund all grant applications, each AU applicant will receive full funding.

Applications may be submitted any time on Thursday, April 15, 2021, from 12 am - 11:59 pm. Applications will also be accepted Friday, April 16, 12 am - Monday, April 19, 2021, 11:59 pm.

However, funds may be insufficient to fully fund all the requests received during the three-day application process. The day the application is received will impact allocation of funds. This means that funds might be completely expended on April 15, 2021. **Thus, it is highly encouraged that all AU’s submit on day one of the application submission window.**

If insufficient funds are available on day one to fund all day one grant applications, CDE will distribute funds proportionately on a pro rata basis. The condition of pro rata will be applied to the total amount requested by the Administrative Unit.

If grant funds remain after day one distributions, then funds for day two applicants and day three applicants would be distributed in the same manner as on day one until all funds are expended.

If funds are distributed on a pro rata basis and the AU receives less than the requested amount, the AU must:

- 1) Choose to supplement the grant up to the full amount for universal screening(s) and/or employing a qualified person; or
- 2) Determine which of the allowable uses of the grant will be funded, which may include pro rata implementation dependent upon amount of funds received.

When the grant request is not fully funded, the AU director determines how funds will be expended based upon allowable uses. The director may choose to fully fund one grant activity and partially fund the other. Also, for universal screening, the most highly impacted areas or schools might be selected; or only one grade level versus two might be selected for screening. For the director, less than .5 FTE might be funded.

Applications will be reviewed by CDE staff to ensure that submissions contain all required components. There is no guarantee that submitting a proposal will result in funding. All application decisions are final. If the grant application is not completed correctly, including ineligible costs, or does not include the required documents, the application will not be considered. Applicants that do not receive awards may reapply in future grant opportunities.

## Evaluation and Reporting

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As part of the fall budget submission for Gifted Education, Administrative Units receiving funds through this grant opportunity must submit the following data through the ESSU Data Management System with the following:

- A count of students taking universal screening assessment, grade levels, name of tool, and costs\*; and/or
- A count of hired qualified personnel, documentation for those working on their endorsement or degree\*\*, hire date, and cost up to .5 FTE (with salary schedule).

\* A vendor's PAID invoice for assessment materials purchased must be attached to the application. If return shipping was included in the original application, a PAID shipping invoice must be attached.

\*\* When funds are used for personnel working toward an endorsement, the AU must submit evidence that personnel supported by grant funds are working toward an endorsement. This evidence will be the Educator Plan to become qualified for USQP Grant-Gifted Education Personnel and a yearly *Progress Toward Endorsement Report*.

## Data Privacy

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CDE takes seriously its obligation to protect the privacy of student and educator Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through the Gifted Education Universal Screening and Qualified Personnel Grant. 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.

Documents submitted must not contain any personally identifiable student information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under n=16 for students.

## Technical Assistance

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For technical assistance with the USQP Grant Application, contact your Gifted Education Regional Consultant (GERC)

## Submission Process and Deadline

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An electronic copy of the application (in PDF format) must be submitted to [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us) beginning on April 15, 2021, from 12 am - 11:59 pm. The electronic version should include all required components of the application as one document. Faxes will not be accepted. If you do not receive an email confirmation of receipt of your application, 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 [www.cde.state.co.us/gt/grantsprojects](http://www.cde.state.co.us/gt/grantsprojects)

Submit the electronic copy of the application and electronic budget  
to: [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us)  
Beginning on April 15, 2021, from 12 am - 11:59 pm

## Application Format

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- Applications should only include the required elements in the templates and forms outlined below, plus required attachments if applying for the Qualified Personnel grant.
- If you are not a multidistrict AU, disregard the superintendents' signature table in Part IA.
- The signatures on the Assurances page must include original signatures of the lead organization/fiscal agent.
- Please submit all application components (Part I, Part II, and attachments) as a single PDF document.

## Required Elements

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A complete application contains the following elements in the order below:

### Part I: Application Introduction

Part IA: Applicant Information and Multi-District Signatures (only required for multidistrict AUs)

Part IB: Program Assurances Form

### Part II: Application Templates

Part IIA: Statement of Need

Part IIB: Administrative Unit Application Request

### Required Attachments [for Qualified Personnel applications only]

- 1) Attach degree or endorsement to application or Educator Plan to become qualified for USQP Grant-Gifted Education for a person working towards endorsement. A job description and circled probable salary schedule must be attached if the person has not yet been hired.
- 2) The AU's salary schedule showing a circled amount on the schedule for the qualified gifted person (e.g., coordinator, director) and specific placement on the salary schedule for that qualified person (employee or contractor). If salary schedules are not used in an administrative unit, the supervisor of the qualified gifted education position may write a letter regarding salary needs up to .5FTE.



## Part IB: Program Assurances Form

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The appropriate Authorized Representatives must sign below to indicate their approval of the contents of the Gifted Education Universal Screening and Qualified Personnel Grant application, and the receipt of program funds.

(date)

(Administrative Unit)

On \_\_\_\_\_, 2021, the Board of \_\_\_\_\_  
hereby agrees to the following assurances:

- 1) The AU will annually provide the Colorado Department of Education the evaluation information required on page 6 of the application.
- 2) Where an AU already uses state or local funds to fulfill these purposes, the AU must use the additional grant money received for other costs incurred in implementing the AU's gifted education program.
- 3) The AU Comprehensive Program Plan is current and has been submitted to CDE.
- 4) The Unified Improvement Plan (UIP) gifted education requirements are current for all districts in the AU and have been submitted to CDE.
- 5) The grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
- 6) Funded projects will maintain appropriate fiscal and program records and that fiscal audits of this program will be conducted by the grantees as a part of their regular audits.
- 7) If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
- 8) The grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.

The Colorado Department of Education may terminate a grant award upon thirty (30) days' notice if it is deemed by CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results. Project modifications in budget allocation due to appropriate distribution must be reported on the end of year budget report in terms of allowable uses.

# SAMPLE

\_\_\_\_\_  
Name of AU Superintendent or BOCES Executive Director

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Gifted Education Director/Coordinator

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note:** Funding will not be awarded until all signatures are in place. Please attempt to obtain all signatures before submitting the application.