

Funding Opportunity

[Intent to Apply Due](https://app.smartsheet.com/b/form/152d9a26f0dc453a87549296d1ef0577): **Monday, March 4, 2024**

Completion of the Intent to Apply is strongly encouraged but not required.

[Applications Due](https://colorado.egrantsmanagement.com/): **Monday, March 18, 2024, by 4 pm**

Application will open in GAINS on Wednesday, February 7, 2024, and close on Monday, March 18, 2024.

Application Pre-Recorded Webinar: [**Available on grant webpage**](https://www.cde.state.co.us/postsecondary/ceexpansiongrant)[Application Q&A Webinar](https://us02web.zoom.us/meeting/register/tZMkdO6gpjIvHNSPhkY4D0q7_wKxwSPF-TUl#/registration): **Wednesday, February 28, 2024, from 3 pm-4 pm**

|  |
| --- |
| Concurrent Enrollment Expansion and InnovationGrant Program Pursuant to 22-35-114, C.R.S. |

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Description automatically generated

**Program Questions:**

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**Note:** The following version of the application is intended as a reference document for instructions and grant application planning purposes.

**Applications for the Concurrent Enrollment Expansion and Innovation Grant must be submitted through** [**GAINS**](https://colorado.egrantsmanagement.com/)**.**

Submission of application materials either in hard copy or via

e-mail will not be accepted.

The application window will open in GAINS on Wednesday, February 7, and close on Monday, March 18, 2024, at 4 pm.

[More information about GAINS is available on CDE’s website.](https://www.cde.state.co.us/gains)

# Accessing GAINS

**School District and BOCES Applicants**

* Contact your district Local Access Manager (LAM) to receive access to GAINS. Documentation and training on this process for LAMs is available on [CDE’s GAINS Training webpage](https://www.cde.state.co.us/gains/gainstrainings).

**Charter School Applicants**

* Complete the [Charter School GAINS Access Request Form](https://app.smartsheet.com/b/form/6cb9159d35894e76b6875bebc7232d56)

**IHE Applicants**

* Complete the [Non-District Organization GAINS Access Request Form](https://app.smartsheet.com/b/form/33fd3633609c48e5bbd656db720f5bfe)

**Concurrent Enrollment Expansion and Innovation Grant**

**Intent to Apply Due: Monday, March 4, 2024**

**Applications Due: Monday, March 18, 2024, by 4 pm**

# Purpose

The purpose of the Concurrent Enrollment Expansion and Innovation Grant Program is to provide grants to partnering local education providers and institutions of higher education that seek to begin offering, or to expand their capacity to offer, concurrent enrollment opportunities to qualified students.

# Eligible Applicants

Partnering Local Education Providers (LEPs) and Institutions of Higher Education (IHEs) are eligible to apply for this opportunity.

An eligible LEP is:

* A School District;
* A Board of Cooperative Educational Services (BOCES);
* A Charter School authorized by a School District; or
* A Charter School authorized by the Charter School Institute.
* **Note:** Early Colleges are not eligible for this funding opportunity.

Applications will not be accepted from individual non-charter schools and must be authorized and submitted through the LEP.

An eligible IHE is:

* A state university or college, community college, junior college, local district college, or area vocational school described in title 23, C.R.S.;
* A postsecondary career and technical education program; or
* An educational institution operating in Colorado that:
  + Does not receive state general fund moneys in support of its operating costs;
  + Admits as regular students only persons having a high school diploma or the recognized equivalent of such a certificate;
  + Is accredited by a regional accrediting agency or association;
  + Provides an educational program for which it awards a bachelor’s degree or a graduate degree;
  + Is authorized by the Colorado Department of Higher Education to do business in Colorado pursuant to section 23-2-103.3, C.R.S.;
  + Maintains a physical campus or instructional facility in Colorado; and
  + Has been determined by the United States Department of Education to be eligible to administer federal financial aid programs pursuant to title IV of the federal “Higher Education Act of 1965”, as amended.

**LEPs and IHEs must apply in partnership. A single partnership must include at least one local education provider and one institution of higher education. A partnership can include multiple LEPs and IHEs.**

Priority consideration for funding will be given to applicants that currently do not provide Concurrent Enrollment or concurrently enroll few qualified students at the time of application.

**Charter Schools:**

Pursuant to [C.R.S. 22-30.5-104 (11)](https://advance.lexis.com/documentpage/?pdmfid=1000516&crid=f793ddcd-a668-40c2-88c9-13152b4e624f&nodeid=AAWAAEAACAACAAE&nodepath=%2FROOT%2FAAW%2FAAWAAE%2FAAWAAEAAC%2FAAWAAEAACAAC%2FAAWAAEAACAACAAE&level=5&haschildren=&populated=false&title=22-30.5-104.+Charter+school+-+requirements+-+authority+-+rules+-+definitions.&config=014FJAAyNGJkY2Y4Zi1mNjgyLTRkN2YtYmE4OS03NTYzNzYzOTg0OGEKAFBvZENhdGFsb2d592qv2Kywlf8caKqYROP5&pddocfullpath=%2Fshared%2Fdocument%2Fstatutes-legislation%2Furn%3AcontentItem%3A65MT-X293-CGX8-0095-00008-00&ecomp=8gf59kk&prid=b437b07b-e138-4d15-acfc-74ff860597f5), a charter school may choose to apply apart from their authorizer for a competitive grant program created by a federal or state statute or program. The charter school is considered the LEP only for the purposes of applying and determining eligibility. A charter school’s authorizer will be the fiscal agent, if funded.

* A charter school that applies for a grant shall provide to its authorizing district:
  + A copy of the grant application at the time the application is submitted to CDE; and
  + If the charter school receives the grant moneys, a summary of the grant requirements, a summary of how the charter school is using the grant moneys, and periodic reports on the charter school’s progress in meeting the goals of the grant as stated in its application.
* If a charter school intends to apply for a grant that the school’s authorizing school district is also intending to apply for, the charter school shall seek to collaborate with the school district in the application and to submit the application jointly. If the charter school and the school district are unable to agree to collaborate in applying for the grant, the charter school may apply for the grant independently or in collaboration with other charter schools.

# Available Funds and Duration of Grant

Approximately $1.45 million is available for the 2024-2025 school year for approximately 25-30 awards. Applicants may apply for up to $50,000 for a single year of funding.

This application is being released but is contingent upon enacting pending appropriations to the Concurrent Enrollment Expansion and Innovation grant program for the 2024-2025 school year.

Grants will be awarded for a 1-year term beginning in July of the 2024-2025 school year. Funds must be expended by June 30, 2025. Funding for previously awarded grantees who apply for grant cycles beyond the 2024-2025 school year is contingent upon continued appropriations and upon grantees meeting all grant, fiscal, performance and reporting requirements.

# Allowable Use of Funds

Funds may be used to **supplement and not supplant** any moneys currently being used to provide concurrent enrollment activities.

**Allowable activities include**:

* Assisting one or more teachers with the cost of obtaining a graduate degree in a specific subject so that the teacher may be certified to teach a postsecondary course at a high school;
* Removing barriers to concurrent enrollment for qualified students, which may include paying the costs of books, supplies, fees, or transportation;
* Sharing data between the members of the partnership, which may include purchasing technology software and equipment to assist in the student enrollment process;
* Providing services, support, and coordination resources for concurrent enrollment for either or both members of the partnership
* Aligned advising activities between K-12 and higher education;
* Professional learning/training activities that provide best practices for expansion of concurrent enrollment opportunities;
* Expanding summer Concurrent Enrollment opportunities; and
* Supporting high school Concurrent Enrollment teachers to teach concurrent enrollment courses across school districts

**Funds may not be used for**:

* Capital equipment;
* Building improvements, construction, or maintenance; or
* Incentives, such as gift cards; or
* Student tuition.

# Evaluation and Reporting

Each education provider that receives a grant through the program will be required to report, at a minimum, the following information to the Department on or before June 30, 2026.

* The manner in which the grant recipient used the grant money received;
* The number and demographics of the qualified students concurrently enrolled in postsecondary courses in the school years before, during and after the grant recipient received the grant;
* The number of teachers who received a credential using assistance received from a grant;
* The types of postsecondary courses, including career and technical education courses and any course work related to apprenticeship programs and internship programs, in which qualified students enrolled in the school years before, during and after the grant recipient received the grant;
* The number and transferability of the postsecondary credits earned through concurrent enrollment in the school years before, during and after the grant recipient received the grant; and
* The number of students who participated in concurrent enrollment that completed an associate degree or a certificate from a postsecondary career and technical education program, in total and disaggregated by student group.

# Data Privacy

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 Concurrent Enrollment Expansion and Innovation 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.

**Note:** Documents submitted as part of the application must not contain any personally identifiable student or educator 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 or n=5 for educators.

Information reported to CDE in relation to grant activities is not confidential and is subject to public request. Awarded grantees should ensure reported information does not contain Personally Identifiable Information (PII) or confidential information.

# Application Assistance and Intent to Apply

Application Pre-Recorded Webinar: An application pre-recorded webinar will be posted to the [Concurrent Enrollment Expansion and Innovation Grant webpage](http://www.cde.state.co.us/postsecondary/ceexpansiongrant).

Application Q&A Webinar: [An application Q&A webinar](https://us02web.zoom.us/meeting/register/tZMkdO6gpjIvHNSPhkY4D0q7_wKxwSPF-TUl#/registration) will be held on **Wednesday, February 28, 2024, from 3 pm-4 pm**.

If interested in applying for this funding opportunity, submit the [Intent to Apply](https://app.smartsheet.com/b/form/152d9a26f0dc453a87549296d1ef0577) by **Monday, March 4, 2024**. Although strongly encouraged, completion of the Intent to Apply is not a required component of the application process. Completing the Intent to Apply assists CDE in knowing who needs access to the application in GAINS and providing access guidance, securing a sufficient number of peer reviewers, and provides an avenue to communicate important updates with potential applicants.

# Review Process and Notification

Applications will be reviewed by CDE staff and peer reviewers to ensure they contain all required components. Applicants will be notified of final award status no later than **Friday, June 28, 2024.**

**Note:** This is a competitive process – applicants must score at least 38 points out of the 58 possible narrative points to be approved for funding. Applications that score below 38 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.

# Submission Process and Deadline

Applications must be completed and submitted through [GAINS](https://colorado.egrantsmanagement.com/) by **Monday, March 18, 2024, by 4 pm.**

Application materials and resources are available on [CDE’s Concurrent Enrollment Expansion and Innovation Grant webpage](http://www.cde.state.co.us/postsecondary/ceexpansiongrant).

# Required Elements

The format outlined below must be followed to assure consistent application of the evaluation criteria. See Evaluation Rubric for specific selection criteria (pages 13-14).

Part I: Applicant Information and Program Assurances

Part II: Applicant Participation Information

Part III: Narrative and Budget

**Concurrent Enrollment Expansion and Innovation Grant**

**Intent to Apply Due: Monday, March 4, 2024**

**Applications Due: Monday, March 18, 2024, by 4 pm**

# Part I: Applicant Information and Program Assurances

Applicants will complete their application at [GAINS](https://colorado.egrantsmanagement.com/).

Applications will be accepted in GAINS from Wednesday, February 7, through Monday, March 18, 2024, at 4 pm.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Authorized Representative Information For Charter School applicants, the Authorized Representative and Fiscal Manager will be contacts from your authorizing district/CSI. | | | | |
| **Name:** |  | **Title:** |  | |
| **Telephone:** |  | **E-mail:** |  | |
| **Program Contact Information** | | | | |
| **Name:** |  | **Title:** |  | |
| **Telephone:** |  | **E-mail:** |  | |
| **Fiscal Manager Information** | | | | |
| **Name:** |  | | | |
| **Telephone:** |  | **E-mail:** |  | |
| **Region Served**  [indicate region of Colorado this program will most directly impact] | | | | |
| Metro  Pikes Peak  North Central  Northwest  West Central  Southwest  Southeast  Northeast | | | | |
| **Recipient Schools Information** | | | | |
| School Name – 0000; School Name – 0000; etc. | | | | |
| **Current/Prior CEEI Participant:**  Are any of the listed recipient schools a current or past CEEI participant? | | | | Yes  No  If yes, list school(s): |

**Partnering IHEs and/or Partnering LEPs**

Provide the contact information for the IHE and/or LEP partners in this application as needed. An existing partnership is one in which the partnering organizations (LEP and IHE, or IHE and IHE, or LEP and LEP) have a current relationship outside of the programming proposed in this application. A new partnership is one proposed and created through this program to expand concurrent enrollment opportunities. The application form will provide space to enter up to three IHE partners, and up to two LEP partners.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Partnering Institution of Higher Education Information** | | | | | | |
| **IHE Name:** | |  | | | **IHE Code:** |  |
| **Partnership Type:** | | Existing Partnership  New Partnership | | | | |
| **Authorized Representative Information** | | | | | | |
| **Name:** |  | | | | | |
| **Telephone:** |  | | **E-mail:** |  | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Partnering LEP Information** | | | | | | |
| **LEP Name:** | |  | | | **LEP Code:** |  |
| **Partnership Type:** | | Existing Partnership  New Partnership | | | | |
| **Authorized Representative Information** | | | | | | |
| **Name:** |  | | | | | |
| **Telephone:** |  | | **E-mail:** |  | | |

# Program Assurances

**Applicants will agree to the below Assurances within the Concurrent Enrollment Expansion and Innovation Grant Program application in GAINS. An upload of this document is not required.**

The applicant hereby applies for and, if awarded, accepts the state funds requested in this application. In consideration of the receipt of these grant funds, the applicant agrees that the General Assurances form for all state funds and the terms therein are specifically incorporated by reference in this application. The applicant also certifies that all program and pertinent administrative requirements will be met. In addition, grantees that accept Concurrent Enrollment Expansion and Innovation Grant Program funding agree to the following assurances:

1. The grantee will annually provide the Colorado Department of Education the evaluation and reporting information required in Evaluation and Reporting section of this document before July 1 of each year during the term of the grant.
2. The grantee will work with and provide requested data to CDE for the Concurrent Enrollment Expansion and Innovation Grant Program within the periods specified.
3. The grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
4. Funds will be used to supplement and not supplant any funds currently being used to provide concurrent enrollment services and grant dollars will be administered by the appropriate fiscal agent.
5. Funded projects will maintain appropriate fiscal and program records and fiscal audits of this program will be conducted by the grantees as a part of their regular audits.
6. If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
7. The grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.

**Duplication of Benefits**

Federal or State funds generally cannot be used to pay for the exact same cost or activity already paid for from another source of funding. This is sometimes referred to as a prohibition on duplication of benefits (DOB), or “double-dipping.” Entities using multiple funding sources should be aware of the different authorities and program requirements for each funding source, being careful to avoid DOB in instances where they are paying for similar costs or activities from multiple sources. (2CFR200.302) Subrecipients should avoid a duplication of benefits for any federal or state award. A duplication of benefits occurs when the amount of the assistance (i.e., funding) to a beneficiary exceeds the total allowable assistance (i.e., based on the total allocable expenses) to that beneficiary for that purpose.

1. Applicant certifies no duplication of benefits resulting in this funding will occur. If awarded, the Awardee (applicant) will notify in writing CDE should this occur.

**Fraud, Waste and Abuse**

Recipients of grant funds are responsible for taking steps to reduce fraud, waste, and abuse. Fraud Waste and Abuse can come in many forms, such as:

* Embezzlement, bribery, or other public corruption involving federal or state funds;
* Serious mismanagement involving federal or state programs or funds;
* Theft or misuse of Federal student aid to include knowledge of fraud, waste, or abuse involving a financial aid administrator or other entity official(s), or knowledge of fraud, waste, or abuse involving a student loan servicer or collection agency;
* Knowledge that your entity is not complying with regulations or laws involving Federal student aid or other federal or state program or operation requirements;
* Conflicts of interest-violation of arm’s length agreements;
* Contract and procurement irregularities;
* Theft or abuse of government property;
* Employee misconduct; or
* Ethics violations by officials.

Entities are required to have a procedure or methodology for timely reporting, in writing, of any noted violations that may potentially affect the federal or state award. (2CFR200.113)

1. Applicant certifies there are sufficient internal controls in place to reduce or eliminate the possibility of fraud, waste and abuse with these, or any funds within their agency, and if an instance occurs. If awarded, the Awardee (applicant) will notify CDE in writing.

**Conflict of Interest**

The applicant hereby certifies that, to the best of its knowledge and belief, there are no present or currently planned interests (financial, contractual, organizational, or otherwise) relating to the work to be performed under the contract or grant resulting from this award that would create any actual or potential conflict of interest (or apparent conflicts of interest) (including conflicts of interest for immediate family members: spouses, parents, children) that would impinge on its ability to render impartial, technically sound, and objective assistance or advice or result in it being given an unfair competitive advantage. In this clause, the term “potential conflict” means reasonably foreseeable conflict of interest. The applicant further certifies that it has and will continue to exercise due diligence in identifying and removing or mitigating, to the Government's or Colorado Department of Education’s satisfaction, such conflict of interest (or apparent conflict of interest).

1. Applicant certifies there are sufficient internal controls in place to reduce or eliminate the possibility of any conflicts of interest with these, or any funds within their agency. If awarded, the Awardee (applicant) will notify CDE in writing. (2CFR200.112)

The Colorado Department of Education may terminate a grant award upon thirty 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 and changes in the approved budget must be requested in GAINS and approved by CDE before modifications are made to the expenditures.

Approvals for this grant must be captured in GAINS from the following personnel:

* Applicant Authorized Representative
* Applicant Fiscal Manager

**Note:** For Charter School applicants, the above personnel must be from your authorizing district or CSI.

# Part II: Applicant Participation Information

Complete the below table in GAINS.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A.** | 1. Provide the following information for your qualified high school students (grades 9-12) who participated in the Concurrent Enrollment Program during the preceding five school years (2018-2019 through 2022-2023). | | | | | | | | | | | 2. Indicate the number of qualified students who applied for Concurrent Enrollment in each of the preceding five school years but were denied. | | | | | | | | | |
|  | **Total number of participating students.** | | | | | | | | | | | **Total number of qualified students who applied for Concurrent Enrollment but were denied.** | | | | | | | | | |
|  | 2018-2019 | |  | | | | **Grand Total of**  **Participating Students** | | | | 2018-2019 | | |  | | | **Grand Total of**  **Denied Students** | | | |
|  | 2019-2020 | |  | | | | 2019-2020 | | |  | | |
|  | 2020-2021 | |  | | | |  | | | | 2020-2021 | | |  | | |  | | | |
|  | 2021-2022 | |  | | | | 2021-2022 | | |  | | |
|  | 2022-2023 | |  | | | | 2022-2023 | | |  | | |
| **B1.** | Below, indicate the number of **participating** students you reported in A that are classified in the following student groups: | | | | | | | | | | | | | | | | | | | | |
|  | **School Year** | Male | | Female | Free and Reduced Lunch Eligible | American Indian or Alaska Native | | Asian | Black or African American | White | | | Native Hawaiian or Other Pacific Islander | | Hispanic or Latino | Two or more races | | Qualify for an IEP or 504 Plan | Identified as an English Learner | Identified as Gifted and Talented | |
|  | 18-19 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
|  | 19-20 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
|  | 20-21 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
|  | 21-22 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
|  | 22-23 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
| **B2.** | Below, indicate the number of **denied** students you reported in A that are classified in the following student groups: | | | | | | | | | | | | | | | | | | | | |
|  | **School Year** | Male | | Female | Free and Reduced Lunch Eligible | American Indian or Alaska Native | | Asian | Black or African American | White | | | Native Hawaiian or Other Pacific Islander | | Hispanic or Latino | Two or more races | | Qualify for an IEP or 504 Plan | Identified as an English Learner | Identified as Gifted and Talented | |
|  | 18-19 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
|  | 19-20 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
|  | 20-21 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
|  | 21-22 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
|  | 22-23 |  | |  |  |  | |  |  |  | | |  | |  |  | |  |  |  | |
| **C.** | Select the types of postsecondary courses (academic and CTE) in which **participating** students that you reported in A were enrolled. | | | | | | | | | | | | | | | | | | | | |
|  | Courses that are part of an approved CTE program  gtPathway courses  Courses that are part of an AA/AS  Courses that are part of a Degree with Designation or other statewide articulation agreement | | | | | | | | | | | | | | | | Other – Describe: | | | | |
| **D.** | Total number of postsecondary credit hours that were earned: | | | | | | | | | | | | | | | |  | | | | |
| **E.** | Were the total number of postsecondary credits earned (as reported in D) generally transferable (>75%) to IHEs throughout Colorado? | | | | | | | | | | | | | | | | Yes  No | | | | |
| **F.** | List the reasons for denial into the Concurrent Enrollment program, as reported above in A. | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | |

# Part III: Narrative and Budget

Responses should be completed in the online application form. Although the system will save your work in progress, applicants may find it useful to compose answers in a separate document and copy them into the form.

For those applicants that have previously received funding from the Concurrent Enrollment Expansion and Innovation Grant the expectation is that the narrative responses 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. Applicants should demonstrate ongoing and improved capacity in the program and a well-developed plan for sustainability.

**Narrative Questions:**

**Section A: Partnership Description**

1. **Describe the financial terms of the cooperative agreement between the LEP(s) and the IHE(s).** *Must be complete and included in application to be considered for funding.*[Not to exceed 250 words]
2. **Describe the present amount of counseling provided to students and their parents/legal guardians concerning the costs and benefits of Concurrent Enrollment and the transferability of credits obtained through Concurrent Enrollment. If appropriate, describe how counseling services may change if awarded this grant.** *Must be complete and included in application to be considered for funding.*[Not to exceed 250 words]
3. **Provide details on how the LEP and IHE partners publicize the availability of Concurrent Enrollment to students and parents/legal guardians. Describe how publicity of Concurrent Enrollment opportunities may change if awarded this grant.** *Must be complete and included in application to be considered for funding.*  
   [Not to exceed 250 words]

**Section B: Needs Assessment and Program Description**

1. **Provide a response to either a or b.**[Not to exceed 500 words]
   1. Applicant either does not already provide Concurrent Enrollment (CE) or concurrently enrolls few qualified students (less than 10%) at the time of application. Provide 2023-24 total Concurrent Enrollment numbers and 2023-24 total enrollment numbers of students for grades 9-12, as evidence of your CE enrollment rate. Describe current barriers to enrollment. If applicable, describe plan to ensure that course work related to apprenticeship programs and internship programs is eligible to receive transferable postsecondary course credits.

**OR**

* 1. Describe applicant’s demonstrated success in providing concurrent enrollment to a large percentage of the total qualified students enrolled by applicant **and the innovations being sought for implementation to expand the number of qualified students concurrently enrolled**. If applicable, describe plan to ensure that course work related to apprenticeship programs and internship programs is eligible to receive transferable postsecondary course credits.

**2023-2024 Total Enrollment for Grades 9-12: \_\_\_**

**2023-2024 CE Enrollment for Grades 9-12: \_\_\_**

1. **Describe applicant’s need for financial support to expand Concurrent Enrollment, including need that may arise as a result of a higher-than-anticipated participation rate.**[Not to exceed 250 words]
2. **Describe (in detail) how the LEP/IHE partnership plans to effectively use the grant money to expand the number of qualified students concurrently enrolled in postsecondary courses, which may include:**[Not to exceed 500 words]

* Assisting one or more teachers with the cost of obtaining a graduate degree in a specific subject so that the teacher may be certified to teach a postsecondary course at a high school (include the number of teachers and their content area);
* Removing barriers to concurrent enrollment for qualified students, which may include paying the costs of books, supplies, fees, or transportation;
* Sharing data between the members of the partnership, which may include purchasing technology software and equipment to assist in the student enrollment process;
* Providing services, support, and coordination resources for concurrent enrollment for any or all members of the partnership; using technological strategies;
* Using technological strategies or partnering with the statewide supplemental online and blended learning programs;
* Aligned advising activities between K-12 and higher education;
* Professional learning /training activities that provide best practices for expansion of concurrent enrollment opportunities;
* Expanding summer Concurrent Enrollment opportunities;
* Supporting high school Concurrent Enrollment teachers to teach concurrent enrollment courses across school districts
* Describe how proposed programming and use of grant funding will increase the participation of low-income, first-generation, and/or other traditionally under-represented qualified students in Concurrent Enrollment. Please support your response with data (current %s by student group and anticipated %s).

1. **Describe how proposed programming and use of grant funding will increase the participation of low-income, first-generation, and/or other traditionally under-represented qualified students in Concurrent Enrollment. Please support your response with data (current %s by student group and anticipated %s).**  
   [Not to exceed 250 words]

**Program Budget:**

Complete your proposed program budget in GAINS.

# Evaluation Rubric

Parts I-II: Application Introduction [Not Scored]

Applicant and Partnership Information, Assurances, and Participation Information

**Part III: Narrative and Budget** [58 Points]

The following criteria will be used by reviewers to evaluate the application. For the application to be recommended for funding, it must receive at least 38 points out of the 58 possible points and all required elements must be addressed. An application that receives a score of zero on any required elements will not be funded.

|  |  |  |
| --- | --- | --- |
| **Section A: Partnership Description** | | |
| 1. Describe the financial terms of the cooperative agreement between the LEP(s) and the IHE(s). *Must be complete and included in application to be considered for funding.* | **Included** | **Not Included** |
|  |  |
| 1. Describe the present amount of counseling provided to students and their parents/legal guardians concerning the costs and benefits of Concurrent Enrollment and the transferability of credits obtained through Concurrent Enrollment. If appropriate, describe how counseling services may change if awarded this grant. *Must be complete and included in application to be considered for funding.* | **Included** | **Not Included** |
|  |  |
| 1. Provide details on how the LEP and IHE partners publicize the availability of Concurrent Enrollment to students and parents/legal guardians. Describe how publicity of Concurrent Enrollment opportunities may change if awarded this grant. *Must be complete and included in application to be considered for funding.* | **Included** | **Not Included** |
|  |  |

**Scoring Definitions**

Minimally Addressed or Does Not Meet Criteria - information not provided

Met Some but Not All Identified Criteria - requires additional clarification

Addressed Criteria but Not with Thorough Detail - adequate response, but not thoroughly developed or high-quality response

Met All Criteria with High Quality - clear, concise, and well thought out response

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Section B: Needs Assessment and Program Description** | **Minimally Addressed or Does Not Meet Criteria** | **Met Some but Not All Identified Criteria** | | **Addressed Criteria but Did Not Provide Thorough Detail** | | **Met All Criteria with High Quality** | | **TOTAL** |
| 1. **Provide a response to either a or b.**    1. Applicant either does not already provide Concurrent Enrollment (CE) or concurrently enrolls few qualified students (less than 10%) at the time of application. Provide 2023-24 total Concurrent Enrollment numbers and 2023-24 total enrollment numbers of students for grades 9-12, as evidence of your CE enrollment rate. Describe current barriers to enrollment. If applicable, describe plan to ensure that course work related to apprenticeship programs and internship programs is eligible to receive transferable postsecondary course credits.   **OR**   * 1. Describe applicant’s demonstrated success in providing concurrent enrollment to a large percentage of the total qualified students enrolled by applicant **and the innovations being sought for implementation to expand the number of qualified students concurrently enrolled**. If applicable, describe plan to ensure that course work related to apprenticeship programs and internship programs is eligible to receive transferable postsecondary course credits. | 0  (offers CE to significant number of qualified students, little description of barriers) | 5 | | 10 | | 15  (does not currently offer CE and provides thorough assessment of barriers) | |  |
| 0  (does not currently offer CE) | 5 | | 10 | | 15  (offers CE to significant percentage of qualified students and provides thorough description of current programming) | |
| 1. Describe applicant’s need for financial support to expand Concurrent Enrollment, including need that may arise as a result of a higher-than-anticipated participation rate. | | | 0 | 3 | 5 | | 8 |  |
| 1. Describe (**in detail**) how the LEP/IHE partnership plans to effectively use the grant money to expand the number of qualified students concurrently enrolled in postsecondary courses, which may include:  * Assisting one or more teachers with the cost of obtaining a graduate degree in a specific subject so that the teacher may be certified to teach a postsecondary course at a high school (include the number of teachers and their content area); * Removing barriers to concurrent enrollment for qualified students, which may include paying the costs of books, supplies, fees, or transportation; * Sharing data between the members of the partnership, which may include purchasing technology software and equipment to assist in the student enrollment process; * Providing services, support, and coordination resources for concurrent enrollment for any or all members of the partnership; using technological strategies; * Using technological strategies or partnering with the statewide supplemental online and blended learning programs; * Aligned advising activities between K-12 and higher education; * Professional learning /training activities that provide best practices for expansion of concurrent enrollment opportunities; * Expanding summer Concurrent Enrollment opportunities; * Supporting high school Concurrent Enrollment teachers to teach concurrent enrollment courses across school districts | | | 0 | 5 | 10 | | 15 |  |
| 1. Describe how proposed programming and use of grant funding will increase the participation of low-income, first-generation, and/or other traditionally under-represented qualified students in Concurrent Enrollment. **Please support your response with data (current %s by student group and anticipated %s).** | | | 0 | 3 | 5 | | 8 |  |
| **Section B Total:** | | | | | | | | **/46** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Section C: Budget** | **Minimally Addressed or Does Not Meet Criteria** | **Met Some but Not All Identified Criteria** | **Addressed Criteria but Did Not Provide Thorough Detail** | **Met All Criteria with High Quality** | **TOTAL** |
| 1. Ensure that all budget detail items provide an explanation that summarizes the proposed uses of grant funds by budget category or proposed program strategies. Be sure that all items in the *Grant Budget Detail* worksheet of the file are mentioned somewhere in this narrative to ensure they are all justified uses of funds. Show how costs are calculated and how the amounts are determined.   **Examples: Item Description and Cost Calculation**   * (Salaries) .xx FTE for [role or title] at $xxxxx per [hour or month or year] times [x per hours or months or year] to support [proposed grant activity] * (Supplies) – workbooks for [program/curriculum/activity] at $xx per workbook for xx number of students | 0 | 4 | 8 | 12 |  |
| **Section C Total:** | | | | | **/12** |

**Concurrent Enrollment Expansion and Innovation Grant**

# Application Scoring

CDE Use Only

|  |  |  |  |
| --- | --- | --- | --- |
| **Parts I-III:** | **Application Introduction** | | Not Scored |
| **Part IV:** | **Narrative** | |  |
|  | Section A: | Partnership Description |  |
|  | Section B: | Needs Assessment and Program Description | /46 |
|  | Section C: | Budget | /12 |
|  |  | Subtotal: | /58 |
|  |  | Priority Points: |  |
| **Total:** | | | **/58** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Application meets the definition of a Partnership as one or more participating LEPs and one or more participating IHEs. | **Yes** | | **No** | |
|  | |  | |
| **Priority Points** | **Yes** | **No** | | **Total** |
| Current/Prior Concurrent Enrollment Grant Recipient (School-Level Recipient) | -5 | 0 | |  |

**GENERAL COMMENTS:** Indicate support for scoring by including overall strengths and weaknesses. These comments will be provided to applicants with their final scores.

**Strengths:**

**Weaknesses:**

**Required Changes:**

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

# Attachment A: End of Year Reporting

Each local education provider that receives a grant through the program will be required to report, at a minimum, the following information to the Department on or before June 30, 2026.

* The manner in which the grant recipient used the grant money received;
* The number and demographics of the qualified students concurrently enrolled in postsecondary courses in the school years before, during and after the grant recipient received the grant;
* The number of teachers who received a credential using assistance received from a grant;
* The types of postsecondary courses, including career and technical education courses and any course work related to apprenticeship programs and internship programs, in which qualified students enrolled in the school years before, during and after the grant recipient received the grant;
* The number and transferability of the postsecondary credits earned through concurrent enrollment in the school years before, during and after the grant recipient received the grant; and
* The number of students who participated in concurrent enrollment that completed an associate degree or a certificate from a postsecondary career and technical education program, in total and disaggregated by student group.

An end-of-year reporting template will be available on or before February 1 [CDE’s CEEI grantees webpage](http://www.cde.state.co.us/postsecondary/ce-expansion-grant-awardees-and-deadlines).