



FY21 Title IV, Part A Personalized Learning Grants Request for Applications

*The FY21 Title IV, Part A Personal Learning Grants are a discretionary program
funded with Title IV, Part A State Level Activity Funds.*

Deadline for receipt of applications is 4:00 pm April 15, 2021.

**Submit PDF of copy of Application, Assurances and Budget to:
Stephanie.Enos@ride.ri.gov**

**Send questions to: Stephanie Enos, Title IV-A Coordinator
Stephanie.Enos@ride.ri.gov**

FY 21 Title IV, Part A Personalized Learning Grants Request for Applications

Overview

The Rhode Island Department of Education has allocated Title IV, Part A: Student Support and Academic Enrichment Grant (Title IV-A) funds for Personalized Learning Grants. LEAs may apply for up to \$50,000 to design, expand and/or implement strategies that increase student access to personalized, rigorous learning experiences for K-12 students.

LEAs with high levels of poverty will be prioritized for participation in this opportunity. A maximum of nine grants of up to \$50,000 each will be awarded. LEAs may use these grants to start or supplement initiatives that increase student access to personalized, rigorous learning experiences in one of the Title IV-A content areas: well-rounded education, safe and healthy students and effective use of technology. Funds are not intended for technology infrastructure; they should focus on supplemental programs and activities.

Successful proposals will demonstrate how the applicant will increase student access and participation in personalized learning experiences, including multilingual and differently abled learners; improve academic outcomes for students; and/or increase the capacity of stakeholders to deliver and support personalized student learning experiences.

Eligible Applicants

Any LEA that received a Title IV, Part A allocation for the 2020-2021 school year is eligible to apply for these funds.

Period of Performance

The grant period for these funds is April 19, 2021 to September 30, 2021 and activities are subject to meeting all requirements for Title IV-A. All goods and services must be received and all activities and purchases for this budget period must be expended prior to September 30, 2021.

Funding

Grants will be awarded on a competitive basis, with maximum awards of \$50,000. The final amount of individual grants awarded will be contingent upon negotiations, up to the level of funding requests, and RI Department of Education reserves the right to negotiate the budget amounts accordingly.

Funds are not eligible for carryover. All funds must be expended by September 30, 2021.

Providing Equitable Services

Successful applicants will need to provide equitable services to eligible private schools.

LEAs must consult with any eligible non-public schools, that are physically located and operated within the geographic boundaries of the district, to determine if they are interested in participating in the LEA's grant. Funds for equitable services to private schools must be calculated and set aside as part of the application

process. LEAs may wait to see if they are successful before planning allowable activities with participating private schools.

Participation by private schools is not dependent upon its prior participation in any other federally funded programs with equitable provisions.

Grant Requirements

LEA's receiving funding through this grant program must:

- meet the eligibility requirements for the grant described herein;
- provide all required assurances that it will comply with all program implementation requirements;
- meet all program outcome and fiscal reporting requirements;
- use these funds as described in the LEA's application;
- implement the activities described in the LEAs application within the required timeline; and
- participate in meetings, as needed, to discuss goals and objectives, implementation progress and programmatic success and effectiveness.

Unauthorized Activities

The FY21 Personalized Learning Grant funds may supplement, not supplant, existing programs within the LEA. In other words, funds may not be used to pay for existing levels of activities or services if the costs of those activities would have otherwise been paid with state or local funds in the absence of the grant.

The FY 21 Personalized Learning Grant applicants shall also not use funds for the following:

- to purchase technology infrastructure or equipment;
- for new construction, renovation, or repair of any school facility;
- for transportation unless otherwise authorized under ESSA – See RIDE FAQs for allowable uses under Title IV-A in the Accelegrants document library;
- to develop or distribute materials, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual;
- to distribute or to aid in the distribution by any organization of legally obscene materials to minors on school grounds; to provide sex education or HIV-prevention education in schools unless that instruction is age appropriate and includes the health benefits of abstinence;
- to operate a program of contraceptive distribution in schools;
- for medical services or drug treatment or rehabilitation, except for integrated student supports, specialized instructional support services, or referral to treatment for impacted students, which may include students who are victims of, or witnesses to, crime or who illegally use drugs (Title IV-A, ESSA Section 4001(b)); or
- to require a child to obtain a prescription for a controlled substance, as defined in section 102 of the Controlled Substance Act (21 U.S.C. 802) as a condition of: receiving an evaluation or other services described under this title; or attending a school receiving assistance under this title (Title IV-A, ESSA Section 4001(c)).

Application Guidance

Cover Page

Table

- The cover page table needs to be completed for all applications.

Equitable Services Questions

- LEAs with eligible private schools must complete this section of the application. To submit the initial application, LEAs only need to set aside funds for eligible private schools. LEAs may then wait to see if the applications are successful before completing the consultation process. RIDE will work with the LEAs to ensure that activities are reasonable, necessary, allocable and allowable.

Program Narrative

The guidance for completing the Title IV-A Personalized Learning Grant application is incorporated in the application.

- The information in **bold print** is the prompt for the response.
- The information in *italics* describes the expected response.

Budget Guidance

The proposed budget must provide clear evidence that the expenditures are appropriate and justified to support the proposed programming/activities. If applicable, the LEA should calculate the amount of funds set aside to provide equitable services to private schools.

Budget Cover Page

- The blue boxes indicate where information is required.
- Project Period Start Date – insert the date on which the district intends to start the project; if approved the earliest allowable start date is April 19, 2021.

Budget Detail

- Budget Justification and Cost Basis - include both of the following for each item requested in the budget:
 - **Budget Justification** – describe how this request is reasonable, necessary, allocable and allowable. This request should align to the identified needs in the needs assessment and the application narrative.
 - **Cost Basis** – include a number sentence describing the item/service to be provided, cost per unit and the number of units.
- **All costs will be automatically calculated for each page and will then transfer to the cover page.** Should the LEA need additional lines in the budget, please reach out for assistance.

Budget Series 51000 and 52000

- For each requested item, add one line for **employee compensation** and one line for **employee benefits**.

Equitable Services Calculator

- Carry over the district public school enrollment and the district private school enrollment (A2) from the LEAs Title IV-A CRP in Accelegrants.
- Enter the total amount of funds the LEA is applying for (B1)
- Enter any funds for administering the private school program (C2). Direct administrative costs should not exceed 2% of the budget.
- Row (C1) will identify the total funds the LEA needs to set aside for equitable services.

Naming Conventions

The application template is an editable MS Word Document that can be submitted to the LEA as a PDF. The assurance document is a MS Word Document that must be signed and submitted to the SEA as a PDF. The budget template is an editable Excel Document that must be signed and submitted to the SEA as a PDF.

Files should be saved using the following conventions:

Application

LEA name followed by an underscore and TIVA FY21 Application e.g. Central Falls_TIVA Application21

Budget

LEA name followed by an underscore and TIVA FY21 Application e.g. Central Falls_TIVA Budget21

Assurances

LEA name followed by an underscore and TIVA FY21 Application e.g. Central Falls_TIVA Assurances21

Application Deadline

Applications should be sent to Stephanie.Enos@ride.ri.gov.

The deadline for submission is **4:00 pm April 15, 2021**. Applicants will receive a confirmation email once their application has been received.

Submitting the Application

Please read all instructions carefully to ensure a complete program application is prepared for submission.

A **complete application** must include:

- Completed Cover Page
- Completed Program Narrative – one per identified strategy
- Signed Grant Assurances
- Completed Budget, Budget Details, and Equitable Services Calculator, if applicable
- Signed Budget Cover Page

Once a complete application is **ready for submission**:

- **Submit** the completed application electronically by **4:00 pm on April 15, 2021**.
- Completed applications, assurances and budgets should be emailed to:

Stephanie Enos, Title IV, Part A State Coordinator at Stephanie.Enos@ride.ri.gov

A confirmation email will be sent to the LEA acknowledging receipt of the application.

**FY 21 Title IV, Part A Personalized Learning Grants
Application Template**

Cover Page

LEA Name _____

**Superintendent
Contact Information** _____

**Title IV-A Coordinator
Contact Information** _____

Total Amount of Funds Requested _____

**Total Number of Students and/or
Participants who will Benefit** _____

Equitable Services

Is the LEA required to conduct equitable services consultation?

Have funds been calculated and set aside to provide allowable equitable services should the LEAs grant application be successful?

Briefly describe the LEAs plan for conducting equitable services consultation, if successful.

Program Narrative

Directions: Please complete a table for each proposed strategy.

Description of the need/rational for funding. Include data and evidence from the school or LEA that establishes the need for the supplemental program or activity.

Participating Schools

Please list each school that will implement this strategy and describe how the LEA identified this school for participation.

Goals and Objectives

State the shared goals and objectives. Describe the target population and discuss how the proposed activities will support students, teachers and/or stakeholders to improve personalized learning experiences for students by addressing how funding will:

- *expand access to personalized learning experiences and/or student academic achievement,*
- *improve instructional quality of personalized education for all students, and/or*
- *improve student learning outcomes for students.*

Statement of Need

Please provide the school level statement of need for each intervention strategy based on data. Be sure to include school level data in your response.

Description of Strategy

Please describe the specifics of the personalized learning strategy to be implemented, including what service will be provided, by whom, number of participants, duration of service, and the anticipated measurable outcomes for each school that will implement this strategy. Response should provide sufficient information to justify that the intervention will be of sufficient size, scope, and quality to positively impact student achievement.

<i>Service Provided</i>	<i>By Whom</i>	<i>Number of Participants</i>	<i>Duration of Service</i>	<i>Anticipated Outcomes</i>

Outcomes and Outputs

Describe how activities will be measure for progress and effectiveness. Include the types of data, methods of collection and analysis, and the anticipated outcomes from implementing this program.

Amount of Funds

List the total amount of funds needed for this strategy that are included in the budget.

Sustainability

Explain how the programming/activities will be institutionalized after the end of the grant period.

FY 21 Title IV, Part A Personalized Learning Grants

Assurances

General Assurances (ESSA Section 8306)

In signing this application the Superintendent of Schools assures that:

In accordance with Section 8306 of the Elementary and Secondary Education Act (ESEA), the Local Educational Agency (LEA) assures the Rhode Island Department of Education (RIDE) that this single set of assurances applicable to each program for which a plan is submitted under this application that:

(1) each such program will be administered in accordance with all applicable statutes, regulations, program plans, and applications;

(2) (A) the control of funds provided under each such program and title to property acquired with program funds will be in a public agency or in an eligible private agency, institution, organization, or Indian tribe, if the law authorizing the program provides for assistance to those entities; and

(B) the public agency, eligible private agency, institution, or organization, or Indian tribe will administer the funds and property to the extent required by the authorizing statutes;

(3) the applicant will adopt and use proper methods of administering each such program, including

(A) the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; and

(B) the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation;

(4) the applicant will cooperate in carrying out any evaluation of each such program conducted by or for the State Educational Agency (SEA), the Secretary, or other Federal officials;

(5) the applicant will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, Federal funds paid to the applicant under each such program;

(6) the applicant will

(A) submit such reports to the SEA (which shall make the reports available to the Governor) and the Secretary as the SEA and Secretary may require to enable the SEA and the Secretary to perform their duties under each such program; and

(B) maintain such records, provide such information, and afford such access to the records as the SEA (after consultation with the Governor) or the Secretary may reasonably require to carry out the SEA's or the Secretary's duties; and

(7) before the application was submitted, the applicant afforded a reasonable opportunity for public comment on the application and considered such comment.

Civil Rights Assurances

All recipients of assistance under these grants made pursuant to the ESEA shall comply with the following Federal and State civil rights statutes and regulations:

(a) 42 USC, Sections 1981 and 1983 (...acts prohibited on the basis of race);

(b) Title VI and VII of the Civil Rights Act of 1964 (...acts prohibited on the basis of race, color, religion, sex, or national origin);

- (c) Title IX of the Education Amendments of 1972, as amended, 20 United States Code 1681 et. Seq. (acts prohibited on the basis of sex);
- (d) 42 USC, Section 1601 et seq. (...acts prohibited on the basis of age);
- (e) Section 504 of the Rehabilitation Act of 1973, as amended, 20 USC 794 (...acts prohibited on the basis of handicap);
- (f) 24 USC, Section 12100 et seq. [The Americans with Disabilities Act] (...acts prohibited on the basis of disability);
- (g) Section 16-38-1 of the Rhode Island General Laws, as amended (discrimination because of race or age);
- (h) Section 16-38-1.1 of the Rhode Island General Laws, as amended (discrimination because of sex);
- (i) Chapter 42-87 of the Rhode Island General Laws, as amended (Civil Rights of People with Disabilities); and
- (j) Sections 28-5.1-13 and 28-5.1-14 of the Rhode Island General Laws, as amended (Private education institutions – compliance with state policy of non-discrimination and affirmative action).

Title IV-A Assurances

In signing this application the Superintendent of Schools assures that the LEA will:

- (a) Use funds to supplement, not supplant, existing programs within the LEA. In other words, funds may not use used to pay for existing levels of activities or services if the costs of those activities would have otherwise been paid with state or local funds in the absence of the grant;
- (b) Use funds in accordance with one of the three authorized content areas in Title IV-A;
- (c) Prioritize the distribution of funds to schools served by the LEA that—
 - (i) are among the schools with the greatest needs, as determined by such LEA;
 - (ii) have the highest percentages or numbers of children counted under section 1124(c);
 - (iii) are identified for comprehensive support and improvement under section 1111(c)(4)(D)(i);
 - (iv) are implementing targeted support and improvement plans as described in section 1111(d)(2); or (v) are identified as a persistently dangerous public elementary school or secondary school under section 8532;
- (d) comply with section 850 (regarding equitable participation by private school children and teachers) and use funds to provide equitable services for students and staff in eligible private schools, as applicable.

I hereby certify that all statements made herein are true and correct to the best of my knowledge and that all supporting data are on file.

 Superintendent (typed name)

 Date

 Superintendent's Signature

 Date

FY 21 Title IV, Part A Personalized Learning Grants Evaluation Criteria

To be completed by Proposal Reviewers

Applicant LEA _____

Total Points Awarded _____

Total Points Awarded for Program Narrative _____

Required Information Included Yes No

Recommended for Funding Yes No

Required Information	Yes	No	Reviewer Comments
Application Cover Page: Addresses all information			
Assurances: Signed and submitted			
Equitable Services: Calculated and budgeted, if applicable			
Budget: Signed and Submitted			

Category	Maximum Score	Reviewer Scores
Goals and Objectives	15	
Statement of Need	15	
Description of Strategy	40	
Outcomes, Outputs and Sustainability	15	
Budget	15	
Total Score	100	

Reviewer Number: _____

Date: _____

Signature: _____

Rating Guidelines

Each section of the application will be scored separately. All pertinent information must be fully addressed in the appropriate section.

Excellent	Specific and comprehensive. Complete, detailed, and clearly articulated information as to how the criteria are met. Well-conceived, thoroughly developed with promising program impact.
Good	General but sufficient detail. Adequate information as to how the criteria are met, but some areas are not fully explained and/or questions remain. Some minor inconsistencies and/or weaknesses.
Marginal	Vague, not clearly or explicitly stated. Criteria appear to be minimally met, but limited information is provided about approach and strategies. Lacks focus and detail.
Inadequate	Does not meet the criteria, fails to provide information, provides inaccurate information, or provides information that requires substantial clarification as to how the criteria are met.

Goals and Objectives (maximum 15 points)	Inadequate	Marginal	Good	Excellent
Provides a concise statement of the goal(s) of the project that addresses how the LEA will design, expand or implement supplemental activities and programs to increase access to personalized, rigorous learning experiences for K-12 students. (5 pts)	0	1-2	3-4	5
Provides realistic goals and objectives that are stated in a clear and measurable manner. (5 pts)	0	1-2	3-4	5
Describes how the activities, goals and outcomes are measurable and how they will impact student achievement. (5 pts)	0	1-2	3-4	5
Scores				

Statement of Need (maximum 15 points)	Inadequate	Marginal	Good	Excellent
Describes the overall need for the identified strategies to provide supplemental activities and programs to increase access to personalized, rigorous learning experiences for K-12 students. (5 pts)	0	1-2	3-4	5
Describes ways in which the district has identified the specific needs of students, including stakeholder input, and how this information was used to identify project needs. (5 pts)	0	1-2	3-4	5
Describes the number of students, students, staff and/or community members who will participate in and benefit from these strategies. (5 pts)	0	1-2	3-4	5
Scores				

Description of Strategy (maximum 40 points)	Inadequate	Marginal	Good	Excellent
Outlines an activity (activities) of sufficient size, scope and quality to improve student academic achievement. (8 pts)	0	1-3	4-6	7-8
Describes how the activity (activities) is aligned to one of the Title IV-A content areas: well-rounded education, safe and healthy students and effective use of technology and describes how the project will be coordinated with other federal programs, if applicable. (8 pts)	0	1-3	4-6	7-8
Provides a clear understanding of who will participate in and benefit from the program. (8 pts)	0	1-3	4-6	7-8
Describes the duration of the activity (activities) and clear outline of when the services will be delivered. (8 pts)	0	1-3	4-6	7-8
Describes who will be delivering the activity (activities) and how the program will be supervised. (8 pts)	0	1-3	4-6	7-8
Scores				

Outcomes, Outputs and Sustainability (maximum 15 points)	Inadequate	Marginal	Good	Excellent
Describes a process to be used to evaluate the success of the program and measures the degree to which each objective of the project is achieved. (5 pts)	0	1-2	3-4	5
Describes a process to collect feedback related to this project for use in local evaluation and program improvement. (5 pts)	0	1-2	3-4	5
Outlines how the LEA will build upon this work after the grant period has ended. (5 pts)	0	1-2	3-4	5
Scores				

Budget (maximum 10 points)	Inadequate	Marginal	Good	Excellent
Includes a completed Budget Packet including detail for line item costs that reasonable and appropriate for scope of program, and equitable services calculations, if applicable. (5 pts)	0	1-2	3-4	5
Budget is realistic overall, given the intended objectives and program design. (5 pts)	0	1-2	3-4	5
Scores				

Reviewer Summary Comments and Recommendations
