

DROPOUT PREVENTION GRANT APPLICATIONS



Technical Assistance Meeting

Staff

Marvin Pittman

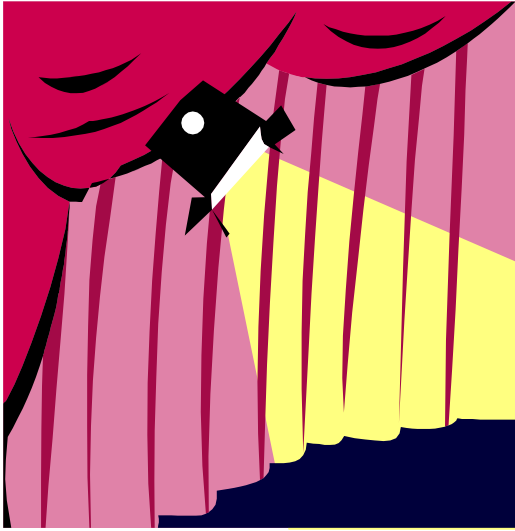
919-807-3910

mpittman@dpi.state.nc.us

Kathy Sullivan

919-807-3608

ksulliva@dpi.state.nc.us



\$7,000,000

The purpose of this grant is to focus attention and resources on innovative programs and initiatives that succeed in keeping students in school when other conflicting factors are pushing them to drop out before they are prepared to further their postsecondary education or enter the workforce.

Committee on Dropout Prevention

SECTION 7.32.(c) Committee. – There is established the Committee on Dropout Prevention. The Committee shall be located administratively in the Department of Public Instruction but shall exercise its powers and duties **independently of the Department of Public Instruction**. The Department of Public Instruction shall provide for the administrative costs of the Committee and shall provide staff to the Committee.

The Committee shall determine:

- ➔ which local school administrative units, schools, agencies, and nonprofits shall receive dropout prevention grants;
- ➔ the amount of each grant;
- ➔ and eligible uses of the grant funding.

The Committee

The Committee shall consist of the following 15 members:

- The Governor shall appoint five members, of whom one is a superintendent of schools, one is a representative of a nonprofit, and one is a school social worker;
- The President Pro Tempore of the Senate shall appoint five members, of whom one is a principal, one is a representative of a school of education, and one is a school counselor; and
- The Speaker of the House of Representatives shall appoint five members, of whom one is a teacher, one is a member of the business community, and one is a representative of the juvenile justice system.
- The President Pro Tempore of the Senate and the Speaker of the House of Representatives shall each designate a co-chair of the Committee. The members of the Committee shall assure they are in compliance with laws and rules governing conflicts of interest.

Committee Members

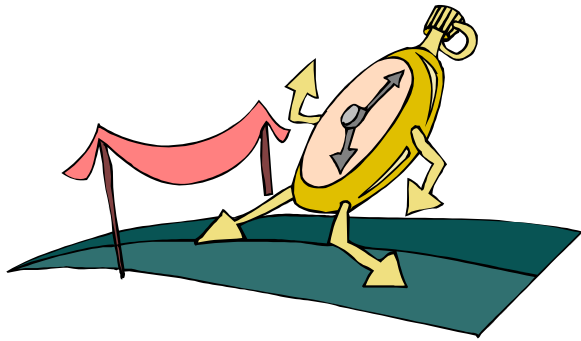
- Ms. Patsy Ray, Principal, Co-chair, Hope Mills
- Dr. David Strahan, Co-chair, Western Carolina University
- Ms. Harriette Davis, JD Clement Early College High School, Durham
- Ms. Lisa Daye, McDowell High School, Marion
- Mr. Arnold Dennis, Juvenile Justice Institute, NCCU
- Ms. Angella Dunston, NC Justice Center, Raleigh
- Ms. Margaret Ellis, Vance County Board of Education, Henderson
- Mr. Bill Farmer, Time Warner Cable, Charlotte
- Ms. Patrice High, Roanoke Rapids
- Ms. Virginia Hoover, Madison
- Dr. Zoe Locklear, UNC-Pembroke
- Ms. Cynthia Marshall, AT&T North Carolina, Charlotte
- Dr. Shirley Prince, Superintendent, Scotland County Schools
- Ms. Peggy Vick, Fayetteville
- Mr. Bennie Walker, Winston-Salem

The Law Specifies . . .

- Grants shall be issued in **varying amounts up to a maximum** of one hundred fifty thousand dollars (\$150,000).
- Grants shall be provided to innovative programs and initiatives that target students at risk of dropping out of school and that demonstrate the potential to (i) be developed into effective, sustainable, and coordinated dropout prevention and reentry programs in middle schools and high schools and (ii) serve as effective models for other programs.
- Priority shall be given to **new programs and initiatives** or to **those that have begun within the last five school years**.

- Grants shall be **distributed geographically** throughout the State.
- Grants may be made to local school administrative units, schools, local agencies, or nonprofit organizations.
- Grants shall be to programs and initiatives that **hold all students to high academic and personal standards.**
- Grant applications shall state (i) how grant funds will be used, (ii) what, if any, other resources will be used in conjunction with the grant funds, (iii) how the program or initiative will be coordinated to enhance the effectiveness of existing programs, initiatives, or services in the community, and (iv) a process for evaluating the success of the program or initiative.

- ➔ Programs and initiatives that receive **grants shall be based on best practices for preventing students from dropping out of school** or for increasing the high school completion rate for those students who already have dropped out of school.
- ➔ Priority for grants shall be given to proposals that demonstrate input from the local community and coordination with other available programs or resources.
- ➔ Grantees shall assure their compliance with applicable laws and rules regulating conflicts of interest.



Application Deadline:
Monday, December 17, 2007
5:00 p.m.

Mail or Deliver
the original application and 3 copies
Applications to:



Kathy Sullivan
North Carolina State Board of Education
6302 Mail Service Center
Raleigh, North Carolina 27699-6302

Fax and email copies will not be reviewed.

Technical Specifications

The grant application should:

- ▶ be in 12 point font;
- ▶ single-spaced with one inch margins; and
- ▶ have page numbers.
- ▶ The sections should be clearly identifiable.
**SECTION 2 IS LIMITED TO 15 PAGES
MAXIMUM.**
- ▶ Incomplete applications will not be reviewed.

Supplementary materials such as videotapes, CD-ROMs, files on disks, publications, press clippings, testimonial letters, etc., should not be submitted as part of the application. They will **not** be reviewed nor will they be returned to the applicant.

The Application

**Section 1. Contact/Certification Form/
Summary**

Section 2. Program Narrative
15 pages maximum

Section 3. Detailed Budget

Section 1 (Forms/Summary)

- ▶ Complete all requested information in the *Applicant Contact/Certification Form* provided in this application packet (page 11). Read carefully the assurances which you are making in signing the form. Unsigned applications cannot be considered.
- ▶ For each Local Education Agency, School, Local Agency, or Non-profit Organization with which you will partner in your proposed program, include a *Partnering Agency Contact/Certification Form* (page 12).
- ▶ Provide a one-page summary that includes: *Students to be Served (including number); a Summary of the Proposed Program/Initiative; Total Amount Requested*. A form has been provided in this application packet (page 13).

Assurances

- ▶ Programs, projects, and activities will be operated in compliance with policies and procedures issued by the North Carolina Department of Public Instruction.
- ▶ Data and other information requested on the program/initiative by the Department of Public Instruction or the Joint Legislative Commission on Dropout Prevention and High School Graduation will be provided in a timely fashion.
- ▶ Compliance with applicable laws and rules regulating conflict of interest. (Please see page 18 of the application for the requirements of § 143C-6-23).
- ▶ Compliance with the no overdue tax debts provision of § 143C-6-23 (Please see page 18 of the application).

Section 2 **Program Narrative**

(15 Pages Maximum)

A. Goals and Objectives (5 points)

- ▶ Clearly identify the goals and objectives of the program. These should be specific, measureable, achievable, and realistic.
- ▶ Explain why these goals and objectives were selected.

B. Description of Students to be Served by the Program/Initiative (5 Points)

- ▶ Provide a description of the students (**including the number of students**) to be served by the program/initiative.
- ▶ Explain why and how these students were identified for participation in the program/initiative.

Section 2 (Continued)

C. Description of the Program/Initiative

(Strategies and Activities - 15 Points; Innovation - 10 Points)

- ▶ Provide a detailed description of services and activities to be included in the program/ initiative.
- ▶ Provide a detailed description of how the program/initiative will be structured and operated.
- ▶ Describe the experience, knowledge, skills, and abilities of the individuals who will be providing the services and activities to be included in the program/initiative.
- ▶ Provide a specific timeline of program activities.
- ▶ Provide a description of the role parents will play in the program.
- ▶ If the proposed program/initiative is already being implemented, include information on when it began.

Section 2 (Continued)

D. Description of Best Practices (5 Points)

- ▶ Identify the best practices that the proposed program/initiative will use.
- ▶ Explain how and why these practices were selected.

E. High Academic and Personal Standards (5 Points)

- ▶ Describe how the proposed program/initiative holds students to high academic and personal standards.

F. Community Input (5 Points)

- ▶ Summarize community input on the proposed program/initiative.
- ▶ Describe how this input was gathered.

Section 2 (Continued)

G. Enhancing Effectiveness (5 Points)

- ▶ Briefly describe other existing programs, initiatives, and services available in the community.
- ▶ Explain how the proposed program/initiative is different from programs, initiatives, and services available in the community and innovative.
- ▶ Explain how the proposed program/initiative is coordinated with these existing programs, initiatives, and services in the community.

Section 2 (Continued)

H. Evaluation Plan (20 Points)

Provide a detailed evaluation plan that explains how the effectiveness of the program/initiative will be assessed. The plan should include:

- ▶ measureable outcomes that are aligned with the program/initiative goals and objectives.
- ▶ benchmarks for monitoring progress toward objectives and a description of how the benchmarks will be used.
- ▶ a description of the data that will be collected.
- ▶ a description of how the data will be collected.
- ▶ a description of how the data will be analyzed
- ▶ a description of how the data will be used to determine the effectiveness of the program/initiative.

Section 2 (Continued)

I. Sustainability and Model for Other Programs (Sustainability – 5 Points; Model – 5 Points)

- ▶ Describe how the program/initiative will continue after the grant funding.
- ▶ Describe the potential the proposed program/initiative has to serve as a model for other programs.

Section 3 Detailed Budget

- ▶ Provide a detailed budget explaining the proposed use of grant funds (e.g., personnel salaries, benefits, staff travel, materials and supplies, consultants, evaluation, etc.). **Funds must be expended by December 2008.**
- ▶ Identify clearly the total funds requested.
- ▶ Describe other funding sources (if any) that will be used to support the program.

Review/Selection Process

- ▶ Impartial, experienced reviewers from various professions will evaluate each application based on the quality of the proposed activities and the capability of the applicant to implement the proposed program. Two reviewers will assess each application using the Rating Rubric detailed in the application. The scores from each reviewer will be combined to derive a total score for each application. A reviewer may award up to 100 points for each application. The maximum number of points awarded by two reviewers will be 200. If the review scores for an application vary by 15 points or more, a third reviewer will assess the application, and the two closest scores will be retained.
- ▶ Using the scores from the reviewers, **the Committee on Dropout Prevention will select grant recipients.** The authorizing legislation requires that the grants be of varying amounts and geographically distributed throughout the State.

Scoring Rubric

COMPONENT

MAXIMUM POINTS

| | |
|-------------------------------------------|-----------|
| PROGRAM/INITIATIVE..... | 65 |
| Goals and Objectives..... | 5 |
| Target Population..... | 5 |
| Strategies/Activities..... | 15 |
| Best Practices..... | 5 |
| Innovation..... | 10 |
| Input from Local Community..... | 5 |
| Coordination of Existing Resources..... | 5 |
| High Academic and Personal Standards..... | 5 |
| Potential to Serve as a Model..... | 5 |
| Potential for Sustainability..... | 5 |

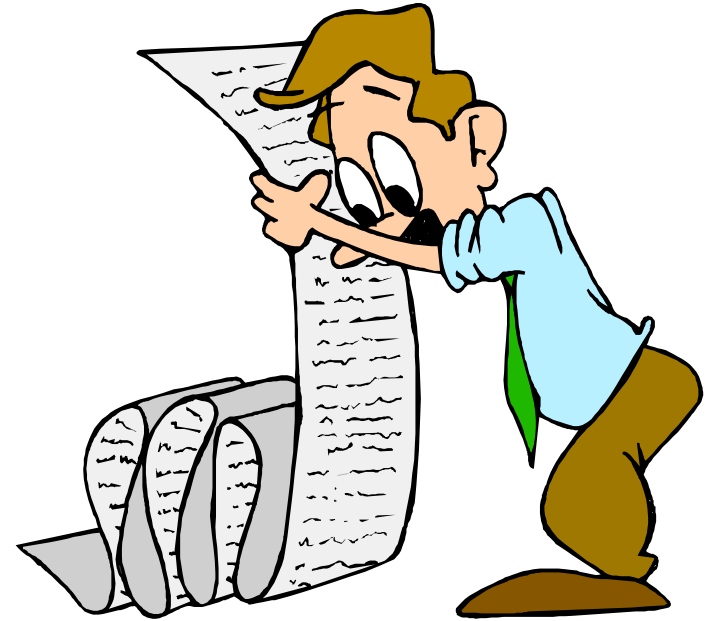
Scoring Rubric(Continued)

| COMPONENT | MAXIMUM POINTS |
|-------------------------------------------------------------------|-----------------------|
| EVALUATION PROCESS..... | 20 |
| Measureable Outcomes Aligned with Objectives..... | 5 |
| Benchmarks for Monitoring Progress toward Objectives..... | 5 |
| Data to be Collected is Aligned with Measureable Outcomes..... | 5 |
| How Data will be Analyzed..... | 5 |
| BUDGET..... | 15 |
| Proposed Budget is Detailed..... | 5 |
| Proposed Budget is Aligned with Objectives..... | 10 |

Timeline/Dates (page 3)

| Date | Activity |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| November 8, 2007 | Grant Applications Available Technical Assistance Workshop in Greensboro |
| November 19, 2007 9 – 12 | Technical Assistance Workshops <ul style="list-style-type: none">▪ In Wilson at the Wilson County Agriculture Building▪ In Asheville at the WRESA on the A-B Tech/Enka Campus |
| December 17, 2007 | Applications Due |
| December 18, 2007 –January 11, 2008 | Applications Reviewed |
| January 14-15, 2008 | Committee on Dropout Prevention Meets to Select Recipients |
| January 18, 2008 | Grant Award Notifications |
| December 2008 | Funds Must be Expended |

Application Checklist



Page 14 of the Application

Please Remember:



- Fax and email copies will not be reviewed.
- Supplemental or revised information from applicants, including letters of recommendation mailed separately, will not be accepted after the closing date or after an application has been submitted.
- All copies of the application must be submitted together in one package to ensure that the same application is not logged in more than once.
- Failure to adhere to the above submission requirements will result in disqualification.

Questions

