



**COLORADO**  
Department of Education

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# Ninth Grade Success Grant

Pursuant to C.R.S. 22-14-109.5

Application Information Webinar – October 2023

## Agenda

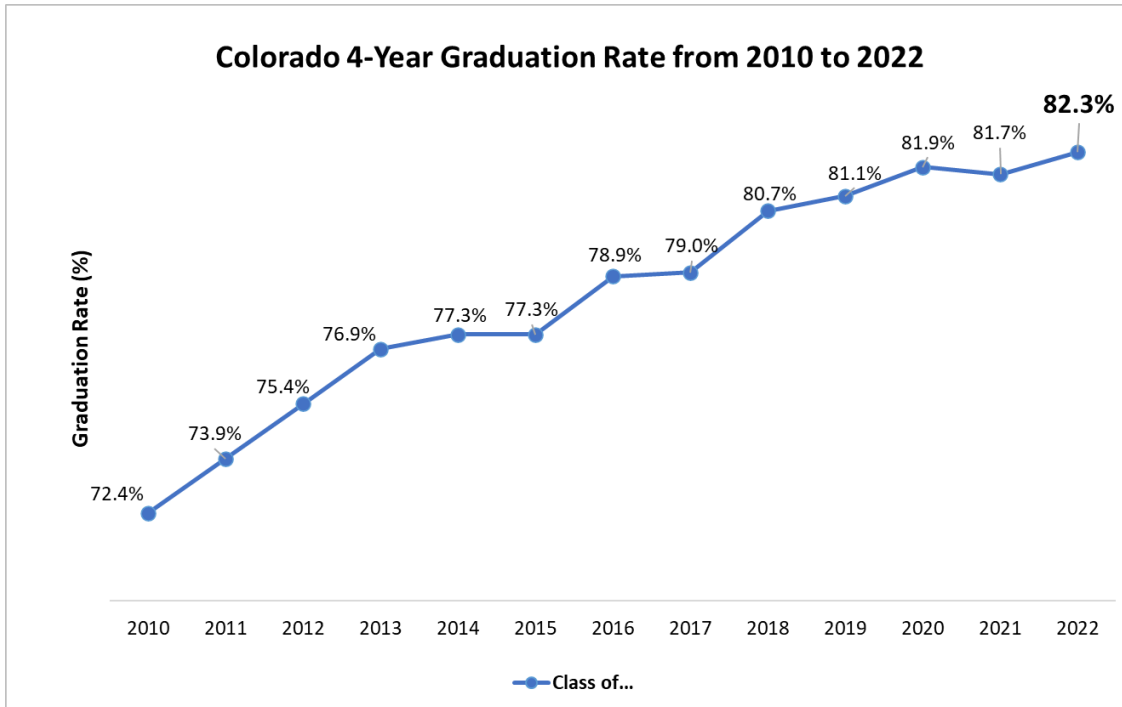
- Welcome
- Program overview
- Application timeline
- Application components

\*Please add questions to the chat throughout. Presenters will answer in each section or at the end.

## Goals

- Potential applicants will understand the components of the grant program, structure of the application and key dates

# Background context



Colorado has made great progress in increasing the graduation rate.

However, over 10,000 students didn't graduate/complete with their peers (4 year) and almost 7,000 did not by year 7.

# Background context



- The grant was established in 2019
- 1 cohort has been awarded
  - 2019 – 2024: 8 grantees
- Legislation in 2023 provided additional funding and additional prioritization areas

# Program Elements



The goal is to improve the ninth-grade student experience to ensure that students enrolled in ninth grade develop the skills they need to successfully persist to tenth grade on time and ultimately in graduating from high school and launching successful careers.

Applicants commit to implementing components within four areas of the Ninth Grade Success model:

- Ninth Grade Success Team
- Data Systems
- Instructional Supports
- Transition Programs



Local Education Providers (LEPs) are eligible to apply for this opportunity on behalf of a school (s). An eligible LEP is:

- A School District;
- A Board of Cooperative Educational Services (BOCES);
- A Charter School authorized by a School District or the Charter School Institute.

**Note:** Applications will not be accepted from:

- individual schools. Applications must be authorized and submitted through the LEP.
- Districts applying on behalf of a school(s) designated as an Alternative Education Campuses (AECs)

Previous grantees are eligible to apply

# Eligible Applicants and Priority Criteria

[continued]

For applicants determined to have a fundable application, priority points will be used to determine order of funding.

## Prioritization

**Criteria 1:** Recipient school is identified as within the lowest twenty-five percent among Colorado public schools on the four-year graduation rates in each of the preceding three school years (2019-2020, 2020-2021, and 2021-2022).

**Criteria 2:** Recipient school must be identified as ranked below the statewide average among Colorado public schools on the best of rate (four-, five-, six-, and seven-year rate) in 2023.

**Criteria 3:** Have PSAT 9/10 mathematics scores that score “Does Not Meet” on their School Performance Framework for “All Students” in Academic Achievement and Academic Growth in the 2022 or 2023 Framework.

## [Appendix C: Eligible Applicants Meeting Priority Criteria](#)



# Eligible Applicants and Priority Criteria

[continued]



Applicants that commit to the following areas of focus will receive additional points within the application.

- Proposed programming that is focused on evidence-informed programming that may include mathematics skills, intervention strategies, or acceleration strategies to support students who are below grade level in mathematics.



Approximately \$1.5 million is available for the 2023-2024 school year.

- Note that current statute indicates that the grant will expire in June 2025.
- Future funding levels are contingent on annual appropriations by the State Legislature and a change for continuation of the grant.

Grants may be awarded for two types of implementation:

- **Option A:** Grants will focus on school-based implementation for an initial 2.5 years that may be renewed based on available funding and meeting grant expectations:
- **Option B:** Grants will focus on school and district training, coaching, and capacity building to support the implementation of Ninth Grade Success components.

# Available Funds and Duration of Grant

- **Option A (~\$1 million):** Grants will focus on school-based implementation for an initial 2.5 years that may be renewed based on available funding and meeting grant expectations:
  - This funding will be contingent upon annual appropriations by the State Legislature, and grantees meeting all grant, fiscal, and reporting requirements.
  - Applicants may request \$50,000 - \$100,000 per school per year.
  - Applicants may apply for up to 3 schools per district.

Spring 2024	2024-25	2025-26
Planning/ Implementation	Implementation	*Implementation

- **Option B (~\$500,000):** Grants will focus on school and district training, coaching, and capacity building to support the implementation of Ninth Grade Success components.
  - Grants will be awarded for the 2023-2024 school year with the option of a no cost extension if funds are not fully expended.
  - Applicants may request up to \$50,000 per Local Education Agency for 2023-2024.

# Allowable Uses of Funds



Local Education Providers that receive a grant under the program commit to implementing the Ninth Grade Success Grant program components and must use the monies to support this implementation. These components fall under four general categories and are listed below:

**Ninth Grade Success Team**

**Data System**

**Instructional Supports**

**Ninth-Grade Transition**

# Allowable Uses of Funds

[continued]



## Examples of Allowable Expenses:

- A grant program coordinator or ninth-grade success leader who leads and organizes the work of the grant and supports ninth-grade staff and students.
- Intervention curriculum, training, or coaching for ninth-grade instructional staff.
- Time for staff to plan and meet to review student data, plan interventions, and instructional support.
- Extra duty pay for staff to run ninth-grade transition programs.
- Professional development, conferences, or training for ninth-grade staff that supports implementation of ninth-grade success components.

## Examples of Unallowable Expenses:

- Capital equipment or capital improvements such as upgrades or improvements to buildings, utilities or IT infrastructure, or construction.
- Maintenance.
- Gift cards, gift certificates, cash awards, gas for students' personal vehicles, personal gifts, door prizes, etc.
- Indirect costs



Each LEP and charter school awarded a grant is required to provide information to the Department concerning the implementation of the Ninth Grade Success Program and the evaluation of impact.

All applicants receiving grant funding are required to submit to CDE annually:

- Fiscal reports including interim financial reports (IFR) during full year implementation and an annual financial report (AFR).
- At least one performance report (e.g., numbers of students served, student outcomes such as on-track rate and course passage rate, progress on performance measures, implementation progress, etc.).

# Data Privacy – Personally Identifiable Information (PII)

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 Timeline and Submission



# Application Timeline



Application Webinar	Tuesday, October 3, 2023
Intent to Apply Due *	Monday, October 16, 2023, by 11:59 pm
<b>Applications Due</b>	<b>Monday, October 30, 2023, by 6 pm</b>
Review	November 1 – December 15, 2023
Notifications	Monday, December 18, 2023

- If interested in applying for this funding opportunity, complete the [Intent to Apply](#) by **Monday, October 16, 2023, by 11:59 pm**.
- Although strongly encouraged, completion of the Intent to Apply is not a required component of the application process.





Completed applications (including all required elements outlined below) must be submitted through the [online application form](#) by **Monday, October 30, 2023, by 6 pm.**

- Within the online application, applicants will complete Part I with their applicant information and upload attachments as described in the Required Elements section below.
- Incomplete or late applications will not be considered. If you do not receive an email confirmation of receipt of your submission from the application system within 24 hours after the deadline, e-mail [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us).
- Application materials and budget are available for download on [CDE's Ninth Grade Success Grant webpage](#).

# Application Format

- The total narrative (Sections A-D) of the application cannot exceed 10 pages. See below for the required elements of the application. **Note:** Applications that exceed 10 pages will not be reviewed. If you need any clarification at all about what the page limit will or will not include, please reach out to the application contacts prior to submitting.
- **All narrative response pages must be standard letter size, 8-1/2” x 11”, using no smaller than 12-point font, single-spaced, with 1-inch margins, and numbered pages.**
- The Program Assurances Form must include signatures from the lead organization/fiscal agent. If the application is approved, funding will not be awarded until all signatures are in place.

**Note:** Apart from the items noted below, attachments or addendums cannot be utilized to address the required elements or be factored into the scoring and are therefore discouraged.

# Required Elements

The format outlined below must be followed to assure consistent application of the evaluation criteria. See evaluation rubric for specific selection criteria needed in Part III (Option A narrative prompts and evaluation criteria are on pages 10-13, Option B narrative prompts and evaluation criteria are on pages 14-16).

<p>Complete responses in the <a href="#">online application form</a>:</p>	<p><b>Part I: Applicant Information</b></p>
<p>Upload these documents in the <a href="#">online application form</a>:</p> <ol style="list-style-type: none"> <li>1. <a href="#">Part II: Program Assurances Form</a></li> <li>2. <a href="#">Part III: Application Narrative</a></li> <li>3. <a href="#">Budget Workbook</a></li> </ol> <p>Submit in Excel format in <a href="#">original CDE template</a>. Does not count towards 10-page limit.</p>	<p><b>Part II: Program Assurances Form</b></p> <p><b>Part III: Application Narrative</b>  <a href="#">Application Narrative</a> [cannot exceed 10 pages]            Section A: Needs Assessment            Section B: Program Description            Section C: Performance Objectives and Evaluation            Section D: Budget Narrative</p> <p><b>Budget Workbook</b></p>
<p><b>Please ensure that the applicant name is present in the title of all documents to be uploaded into the online form.</b>            For example: "<a href="#">DistrictName_Narrative</a>".</p>	

# 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 **Monday, December 18, 2023**.

**Note:** This is a competitive process – applicants must score at least 56 points out of the 80 possible narrative points to be approved for funding.

- Applications that score below 56 points may be asked to submit revisions that would bring the application up to a fundable level.
- There is no guarantee that applying 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.

# Application Components

# Part I: Applicant Information

- All elements of Part I will be completed in the online application form. The online system does not save works in progress so applicants may wish to complete their information in this document and copy responses into the online application.

Lead Local Education Provider (LEP) Information					
For Charter School applicants, please enter the authorizing district's or CSI's details in the LEP Information section. Specific school information will be captured below.					
LEP Name:				<b>Four-Digit LEP Code:</b>	
Mailing Address:					
Type of Education Provider					
[check box below that best describes your organization]					
<input type="checkbox"/> School District <input type="checkbox"/> BOCES <input type="checkbox"/> Charter School Authorized by CSI <input type="checkbox"/> Charter School Authorized by District					
Region					
[indicate region of Colorado this program will [directly impact]					
<input type="checkbox"/> Metro <input type="checkbox"/> Pikes Peak <input type="checkbox"/> North Central <input type="checkbox"/> Northwest <input type="checkbox"/> West Central <input type="checkbox"/> Southwest <input type="checkbox"/> Southeast <input type="checkbox"/> Northeast					
Application Type:	<input type="checkbox"/> Option A: School-Based Implementation <input type="checkbox"/> Option B: Capacity Building				
Requested Funding					
Ensure that these amounts match the submitted Budget Workbook.					
Planning Period [1/01/24 - 6/30/24]	\$	Year 1 [7/01/24 – 6/30/25]	\$	Year 2 [7/01/25 – 6/30/26]	\$
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					



## Part II: Program Assurances Form



- Submit Program Assurances Form with your application.
  - You may submit this form with signatures still pending, however, no funds will be disbursed until all signatures are complete.
- Check with CDE staff if you are unsure which signatures are needed in each field.





1. Select Option A or Option B
2. Needs Assessment

## **Section A: Needs Assessment**

### **Option A**

1) Describe the need for the proposed program, based on analysis of relevant student, staff, and family indicators. This should include:

If the analysis in the school's 2023 Unified Improvement Plan (UIP) includes all the items listed, indicate "Included in 2023 UIP" and provide additional context if desired. Currently posted UIPs are available on [CDE's webpage](#). If indicated here, reviewers will review the "Current Status" section of the UIP for this question.

2) Identify current needs related to implementation of components of ninth-grade success and gaps the proposal is intended to address:

If applying for multiple schools in Option A: If answers are different, please include a response for each school.

# Section B: Program Description

## Program Description

Program Management  
& Data Systems

Success Team

Instructional Supports  
and Transition

Planning period

### Section B: Program Description

#### Option A

##### Success Team

These are required components of the Ninth Grade Success Grant:

- a. Creating and implementing a cross-disciplinary success team comprised of all ninth-grade teachers who teach core classes and support staff, which must include (to the extent practicable) at least one school counselor, school mental health professional, or school social worker.
  - b. Convene the success team at least every two weeks throughout the school year to collaborate on identifying and implementing strategies to improve outcomes for ninth-grade students who are found to be at risk of dropping out of school before graduation and to address systems-level barriers to success for all ninth-grade students.
  - c. Use ninth-grade students' behavior, attendance, and grades across demographic categories and student groups to inform strategies.
  - d. To the extent practicable, the ninth-grade classes are taught by a single group of teachers who teach only or mostly ninth-grade classes.
- 1) Describe in a narrative response the following things that will support implementation.
- How the applicant will select a member of the success team to serve as the success team leader and how the applicant will reduce the team leader's workload to a level that allows sufficient time to complete the leadership duties. Duties include team logistics, preparing team meeting agendas, and facilitating team meetings.
  - Approach to implementing the scheduling of success team meetings, coordination, facilitation, and data use within student success teams.
  - Approach for support and accountability that ensures the process leads to impact.

# Section C: Performance Objectives and Evaluation



## Current rates and goal

- Ninth Grade Course Passage
- Ninth Grade On-track
- Optional: Mathematics performance

Capacity and plan for data collection and evaluation

### Option A:

- 2.5-year budget

### Option B:

- One year budget

### Matching requirements

- 25% matching budget
- 15% for rural and small rural districts



- Title 2 – Code of Federal Regulations –Part 200
  - Provides and establishes uniform administrative requirements, cost principles, and audit requirements.
- To be allowable, a cost must:
  - Be necessary, reasonable and allocable
  - Comply with the cost principles and state/LEA fiscal rules
  - Be consistent with policies and procedures applying uniformly to federal and non-federal activities and costs
  - Be determined in accordance with GAAP
  - Not be included or used to meet cost sharing / match requirements
  - Be adequately documented
  - Be incurred during approved budget period

# Budget Considerations - Definition of Allowable Cost

- Necessary (2 C.F.R. § 200.404)
  - is the cost necessary for the grant's performance?
  - is the cost necessary for your organization's operations?
  - did you comply with your organization's policies in incurring the cost or charge?
- Reasonable (2 C.F.R. § 200.404)
  - Does the cost, in its nature and amount, exceed that which would be incurred by a prudent person under the circumstances?
  - Is the associated dollar amount consistent with other costs, grants, organizations?
- Allocable (2 C.F.R. § 200.405)
  - Are the goods or services assignable to the award?
    - Incurred specifically for the award;
    - Benefits both award and other work and can be distributed in proportions that may be approximated using reasonable methods

# Budget Considerations – Special Considerations

- Can grant funds be used to pay for food?
  - Any food purchased must be in support of meeting the goals of the grant. For example, parent engagement events could require provision of food.
  - Any planned food expense must be indicated and approved in the budget.
- How about travel?
  - Awardees may use these funds to support travel expenses for organizers and attendees to the extent such costs are reasonable and necessary.
  - State grant funds may be used to pay for per diem and must follow their own travel policies.

# Budget Considerations and Format – Budget Workbook and Required Descriptions

- Budget workbook is an excel workbook
  - Separate tabs for applicant information (cover sheet), budget period 1, budget period 2, and notes.
  - A separate summary tab will show the total budget for each budget period, the total for both periods, and expenses for each period and in total (to be reported with the Annual Financial Report (AFR)).
- How much detail should be included in the budget workbook?
  - Enough detail to allow the reviewer to determine if the costs are necessary, reasonable, and allocable
    - For salaries – what is the position and duties? How are they necessary to meet the grant goals? What percentage will be charged to this grant?
    - For supplies – what are the supplies to be purchased? How are they necessary to meet the grant goals? What is an estimated price per item?



# Questions

## **Program Questions:**

Johann Liljengren, Director  
Dropout Prevention and Student Re-Engagement  
(303) 968-0201 | [Liljengren\\_J@cde.state.co.us](mailto:Liljengren_J@cde.state.co.us)

## **Budget/Fiscal Questions:**

Tricia Miller, Grants Fiscal Management  
(303) 877-2154 | [Miller\\_T@cde.state.co.us](mailto:Miller_T@cde.state.co.us)

## **Application Process Questions:**

Mandy Christensen, Grants Program Administration  
(303) 957-6217 | [Christensen\\_A@cde.state.co.us](mailto:Christensen_A@cde.state.co.us)