

Funding Opportunity

Applications Due: **Friday,** **March 25, 2022, by 11:59 p.m.**

[Intent to Apply](https://app.smartsheet.com/b/form/cca97ee41bf14de9be347235a1aae1f3) Due: **Friday, February 25, 2022, by 11:59 pm**

|  |
| --- |
| Education Workforce ProgramPursuant to: [American Rescue Plan Act of 2021](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Furldefense.proofpoint.com%2Fv2%2Furl%3Fu%3Dhttps-3A__www.whitehouse.gov_american-2Drescue-2Dplan_%26d%3DDwMFAw%26c%3DeuGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpgnVfiiMM%26r%3DmTRbUtf1C1kCU3xXx6NaXwqBD_GmpdPlpkKhZy6SZbw%26m%3D9Uspyoiw1fBGIo0-sn_En-cYmZtqkk_7M2jKy7UQNcU%26s%3DQdWKEoMRWTWKYGHjb6a0_UPeLhhlHB9CNR369A8Lip8%26e%3D&data=04%7C01%7Cjamie.rife%40MDHI.ORG%7Ccf7c4b8959a344212edf08d90fd3fb83%7C8131b7e5d9ef4fe2a244c0c620d8eaa0%7C1%7C1%7C637558225417674580%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=VnRKbxYNI8D4gMvfG2uumLnsFVBF9lRxBvcQHpPa%2BJ0%3D&reserved=0) Elementary and Secondary School Emergency Relief (ARP ESSER II) |



**Program Questions:**

Jennifer Simons-Lindsey, Educator Talent Grants Manager

(720) 670-2235 | Simons-Lindsey\_J@cde.state.co.us

**Budget/Fiscal Questions:**

Tricia Miller

(303) 877-2154 | Miller\_T@cde.state.co.us

**Application Process Questions:**

Kim Burnham, Competitive Grants and Awards Supervisor

(303) 866-6916 | Burnham\_k@cde.state.co.us

**Table of Contents**

[Introduction 3](#_heading=h.z337ya)

[Purpose and Program Activities 3](#_heading=h.1y810tw)

[Eligible Applicants 3](#_heading=h.4i7ojhp)

[Priority Considerations 4](#_heading=h.2xcytpi)

[Available Funds 4](#_heading=h.3whwml4)

[Allowable Use of Funds 4](#_heading=h.2bn6wsx)

[Duration of Grant 4](#_heading=h.sspdm1b0y5k6)

[Evaluation and Reporting 5](#_heading=h.qsh70q)

[Data Privacy 5](#_heading=h.3as4poj)

[Application Assistance 5](#_heading=h.1pxezwc)

[Review Process and Timeline 5](#_heading=h.49x2ik5)

[Submission Process and Deadline 6](#_heading=h.2p2csry)

[Required Elements 6](#_heading=h.147n2zr)

[Part IA: Applicant Information 7](#_heading=h.3o7alnk)

[Part II: Application Narrative 8](#_heading=h.23ckvvd)

[Part III: Program Assurances Form 9](#_heading=h.32hioqz)

[Application Scoring 12](#_heading=h.1hmsyys)

[Selection Criteria and Evaluation Rubric 14](#_heading=h.41mghml)

[Attachment A: End-of-Year Evaluation Reporting Guidelines 16](#_heading=h.vx1227)

**Education Workforce Program**

**Applications Due: Friday, March 25, 2022, by 11:59 pm**

# Introduction

Since March 2020, Colorado districts, BOCES, and other local education agencies (LEAs) have experienced an unprecedented influx of federal funding to support the work of LEAs in transitioning to remote and hybrid learning environments, supporting workforce needs, safely reopening schools, and supporting students in completing the learning interrupted by the pandemic. These funds are a once in a generation opportunity for Colorado’s districts to not only recover from the problems caused and exacerbated by the pandemic but also, through the acceleration of learning, emerge from the global health crisis stronger than ever.

As part of these recovery efforts, it is critical for schools and districts to have a strong, talented education workforce to provide safe, in-person learning and address the social, emotional, mental health, and academic impact of the pandemic. This includes ensuring educators, leaders, and support staff are in place and supported as they offer programs to ensure in-person learning, address learning loss, complete unfinished learning, and meet the COVID-related needs of Colorado students.

For this reason, the Colorado Department of Education is creating an Education Workforce Program to ensure LEAs have the capacity to meet the need for recruiting, retaining, and supporting the educator workforce. This program will be funded through the American Rescue Plan’s Elementary and Secondary School Emergency Relief (ARP ESSER III) funds.

# Purpose and Program Activities

This program exists to provide funding that supports Colorado LEAs in securing a strong, talented education workforce that can ensure safe in-person learning, address learning loss, complete unfinished learning, and meet the COVID-related needs of Colorado students. Through the assistance funded under this program, LEAs will be able to ensure ongoing and high-quality learning continues for all students.

Eligible entities (as defined below in “Eligible Applicants and Priority Criteria”) may apply for a grant under this program. Examples of eligible work include, but are not limited to, supporting LEAs in:

* Increase educator and staff compensation;
* Build and maintain a cadre of high-quality substitute educators;
* Support educator well-being, including improved working conditions;
* Increase the availability of qualified adults and personnel to support educators, students, and staff; and
* Making investments in grow your own programs and the educator pipeline.

Please see “Allowable Use of Funds” for more information regarding the allowable uses.

# Eligible Applicants

 Eligible entities may apply for grant. The term “eligible entity” means

* A School District on behalf of all or a subset of schools;
	+ A non-charter school may not submit a standalone application outside of their district.
* A Board of Cooperative Services (BOCES);
* A Charter School authorized by a School District;
* A Charter School authorized by the Charter School Institute;
* A Facility School;
* The Colorado School for the Deaf and Blind;
* Indian tribe or tribal organization (as such terms are defined in section 4 of the Indian Self-Determination and Education Act (25 U.S.C. 450b)); or
* A consortium of two or more such agencies, organizations, or entities.

An intermediary unit, such as a Board of Cooperative Educational Services (BOCES), may apply for and receive a grant. A consortium of eligible applicants may apply together such as a consortium of local education agencies of community-based organizations. However, one entity must be designated as the lead fiscal agent of the consortium. LEAs may not apply as an individual entity and a consortium entity.

# Priority Considerations

Available grant funding will be distributed to eligible programs based on the application rubric (described below in “[Application Scoring](#_heading=h.1hmsyys)”). Priority will be given to applications meeting the following priority considerations:

* Demonstration of workforce shortages and needs; and
* Applications with a clear and actionable plan for recruiting, retaining, and developing educators and achieving the goals of this program.

# Available Funds

The Colorado Department of Education will be making $3,000,000 of ARP ESSER III funding available for this program. Eligible applicants are invited to submit applications that meet the needs of their proposal up to a maximum of $100,000. Submission of an application does not guarantee funding or funding at the requested level.

# Allowable Use of Funds

Funds must be expended in a way that aligns with the plans submitted through the application and align with the allowable uses as defined through [ARP ESSER III](https://www.cde.state.co.us/caresact/esser3) and all expenditures must be allocable, allowable, and reasonable as defined in 2 CFR 200. These funds are specific to this program, the Education Workforce Program, and uses of funds for any other purpose are not allowed.

Examples of allowable activities include, but are not limited to, supporting LEAs in:

* Increase educator and staff compensation;
* Build and maintain a cadre of high-quality substitute educators;
* Support educator well-being, including improved working conditions;
* Increase the availability of qualified adults and personnel to support educators, students, and staff; and
* Making investments in grow your own programs and the educator pipeline.

Please see the U.S. Department of Education’s “[ED COVID-19 HANDBOOK: Roadmap to Reopening Safely and Meeting All Students’ Needs](https://www2.ed.gov/documents/coronavirus/reopening-2.pdf)” for examples of how to implement these and other allowable activities.

Unallowable uses of funds include, but are not limited to:

* Salary and benefits for executives; and
* The purchase or rehabilitation of real property.

Please review the [ESSER Allowable Uses](https://www.cde.state.co.us/caresact/crf-allowableexpenditures) document for further clarity. If you have any questions regarding allowable expenses, please reach out to Tricia Miller (Miller\_T@cde.state.co.us | 303-877-2154) for confirmation.

# Duration of Grant

Grants will be awarded beginning no later than May 6, 2022, with an end date of no later than September 30, 2023. Funding beyond the 2022-2023 fiscal year is dependent on adequate progress towards the goals as outlined in the application.

# Evaluation and Reporting

Grant recipients must submit an end-of-year evaluation program report for every funded year detailing the following information. Submit the report as a Word document to Jennifer Simons-Lindsey, Simons-Lindsey\_j@cde.state.co.us by **July 31 following each funded fiscal year**.

* Progress made towards the timeline and milestones outlined in the program plan;
* Any adjustments made to the program plan and the reason adjustments were made;
* The staff and positions recruited, re-assigned, hired, or provided professional development to support the program;
* The measurable impact of the program to the educator workforce and how it aligns to student outcomes;
* Whether the awardee’s program will continue in the following fiscal year and, if not, the reason it will be discontinued; and
* Any additional reporting requirements determined by the U.S. Secretary of Education.

Applicants receiving funding will also be required to submit an Annual Financial Report. Details and format for this report will be provided upon award and as part of the budget workbook and/or grant award letter (GAL).

# 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 Education Workforce grant program. All program evaluation including educator, staff, and any student 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 to CDE 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.

# Application Assistance

CDE staff are available to support potential applicants. For program-related questions please contact Jennifer Simons-Lindsey, Simons-Lindsey\_j@cde.state.co.us. For application-related questions please contact Kim Burnham, burnam\_k@cde.state.co.us. For fiscal-related questions, please contact Tricia Miller (Miller\_T@cde.state.co.us | 303-877-2154).

If interested in applying for this funding opportunity, submit the [Intent to Apply](https://app.smartsheet.com/b/form/90ac0f0ad6a04a16a90314f9da132c89) by **Friday, February 25, 2022, by 11:59 p.m**. Completion of the Intent to Apply form is encouraged, but not required to submit an application.

# Review Process and Timeline

Applications will be reviewed by CDE staff to ensure they contain all required components. Applicants will be notified of final award status no later than **April 22, 2022.**

**Note:** This is a competitive process – applicants must score at least 60 points out of the 80 possible points to be approved for funding. Additional points are awarded for applications meeting the priority considerations as outlined above in “[Priority Considerations](#_heading=h.2xcytpi)”. Applications that score below 60 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 (including all elements outlined below) and submitted through the [**online application**](https://app.smartsheet.com/b/form/71469bf142424cbd8b897cfd072e2892) on the CDE Website by **Friday, March 25, 2022, at 11:59 pm.** The Excel Budget Workbook and Program Assurances Form must also be uploaded to the Smartsheet form at the time of submission.

Application resources and required documents to include in the submission are available on CDE’s [Education Workforce Program webpage](http://www.cde.state.co.us/educatortalent/edworkforceprogram). Incomplete or late applications will not be considered. Applicants can request an automated confirmation email from the online system upon submission. If you do not receive this confirmation within 24 hours after the deadline, please contact CompetitiveGrants@cde.state.co.us.

# Required Elements

The Education Workforce Technical Assistance Program [**online application**](https://app.smartsheet.com/b/form/71469bf142424cbd8b897cfd072e2892) includes the following elements, all of which must be completed.

**Part I: Applicant Information**

Part IA: Applicant Information

Part IB: Financial Management Risk Assessment

**Part II: Application Narrative**

**Budget** **Workbook** (can be downloaded from CDE’s [Education Workforce Program webpage](http://www.cde.state.co.us/educatortalent/edworkforceprogram))

 Upload the completedBudget Workbook (Excel) within the online application.

**Part III: Program Assurances Form**

Upload the Program Assurances Form (PDF or Word file) within the [**online application**](https://app.smartsheet.com/b/form/71469bf142424cbd8b897cfd072e2892). Funding will not be awarded until all signatures are in place. Applications may be submitted without signatures; however, please attempt to obtain all signatures before submitting the application.

**Education Workforce Program**

**Applications Due: Friday, March 25, 2022, by 11:59 pm**

**\*\*Please provide the following within the** [**online application**](https://app.smartsheet.com/b/form/71469bf142424cbd8b897cfd072e2892)**\*\***

The application form does not save works in progress, so applicants may find it useful to complete the application in the tables below and paste the responses into the online application.

# Part IA: Applicant Information

|  |
| --- |
| **Lead Applicant Information** |
| **LEAD Applicant Name:** |  |
| **Mailing Address:** |  |
| **DUNS/Unique Sam.gov Identifier:** |  | **DUNS Expiration Date:** |  |
| **Requested Funding:** | $ |
| **Type of Education Provider**[choose the one check box below that best describes your organization or authorizer] |
| ☐ School District ☐ BOCES ☐ Facility School ☐ Charter School ☐ Charter School Institute ☐ CSDB☐ Community-Based Organization ☐ Tribal Organization ☐ Other Public/Private Entity ☐ Consortium |
| **Region**[choose the one check box below that best indicates the region of Colorado this program will directly impact] |
| ☐ Metro ☐ Pikes Peak ☐ North Central ☐ Northwest☐ West Central ☐ Southwest ☐ Southeast ☐ Northeast |
| **Number of districts/LEAs will be served by this program described in this application.** |  | **Number of students represented by the districts/LEAs served by this application.** |  |
| **Authorized Representative Information** |
| **Name:** |  | **Title:** |  |
| **Telephone:** |  | **E-mail:** |  |
| **Program Contact Information** |
| **Name:** |  | **Title:** |  |
| **Telephone:** |  | **E-mail:** |  |
| **Fiscal Manager Information** |
| **Name:** |  |
| **Telephone:** |  | **E-mail:** |  |

# Part II: Application Narrative

Applicants will be asked to complete the following questions in the Education Workforce Program [**online application**](https://app.smartsheet.com/b/form/71469bf142424cbd8b897cfd072e2892). The application form does not save works in progress, so applicants may find it useful to complete the application in the tables below and paste the responses into the online application.

A plan detailing how the applicant will provide districts/LEAs with the initiatives and support in accordance with the goals of this program.

* 1. Provide a description of the educator and staffing workforce gaps and needs that exist in the district that are inhibiting the ability to provide a safe, in-person learning and address the social, emotional, mental health, and academic impact of the pandemic. (no more than 500 words)

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* 1. Describe the focused initiatives and support you will implement to ensure talented, high-quality education workforce members are recruited, retained, and supported in order to provide safe, in-person learning and address the social, emotional, mental health, and academic impact of the pandemic. (no more than 500 words)

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* 1. Provide a detailed, realistic timeline for the proposed initiatives and support including achievable milestones. (no more than 500 words)

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* 1. Describe the measurable SMART (Specific, Measurable, Achievable, Relevant, and Time Bound) outcomes the applicant expects to achieve as a result of the educator workforce initiatives and support described in the plan including measurable outcomes for students. (no more than 500 words)

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* 1. Provided a description of the internal district-based staffing necessary for accomplishing the goals of the proposed in recruiting, hiring, and retaining high-quality educators and staff. (no more than 500 words)

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* 1. Provide a description of any partner organizations (such as educator preparation programs, AmeriCorps, workforce development centers, etc.) that will join the applicant in carrying out the proposed initiatives and support and describe the role of each partner in the program. (no more than 500 words)

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Complete and upload the Excel Budget Workbook to the [**online application**](https://app.smartsheet.com/b/form/71469bf142424cbd8b897cfd072e2892). Ensure that all costs included in the budget are linked to the program plan within the narrative for funding.

# Part III: Program Assurances Form

The appropriate Authorized Representatives must sign below to indicate their approval of the contents of the application **Education Workforce Program**, and the receipt of program funds.

On \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date), the Superintendent/President of School Board/Board President of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (nonprofit organization/district/BOCES/CSI) hereby agrees to the following assurances:

1. The grantee will ensure that initiatives and support funded by this grant will be administered in accordance with all applicable statutes, regulations, program plans, and requirements delineated in this application.
2. The grantee will ensure that the funds awarded for this initiatives and support will only be used to meet the goals of the Education Workforce Program, namely to ensure a strong, talented education workforce to provide safe, in-person learning and address the social, emotional, mental health, and academic impact of the pandemic.
3. The grantee will ensure that the ARP - ESSER III funds will only be used for activities allowable under section 2001(d)(2)(e) of the American Rescue Plan Act of 2021.
4. The grantee will ensure that the ARP - ESSER III funds will not be used for 1) subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the SEA or LEAs or 2) expenditures related to state or local teacher or faculty unions or associations.
5. The grantee will ensure that ARP - ESSER III funds will be used for purposes that are reasonable, necessary, and allocable under the ARP Act.
6. The grantee will, to the greatest extent practicable, continue to compensate its employees and contractors during the period of any disruptions or closures related to COVID-19 in compliance with section 2001(d)(2)(e) of the American Rescue Plan Act of 2021. In addition, each entity that accepts funds will continue to pay employees and contractors to the greatest extent practicable based on the unique financial circumstances of the entity. Similarly to the CARES Act and CRRSA, ARP funds generally will not be used for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID-19.
7. The grantee will cooperate with any examination of records with respect to such funds by making records available for inspection, production, and examination, and authorized individuals available for interview and examination, upon the request of (i) the U.S. Department of Education and/or its Inspector General; or (ii) any other federal agency, commission, or department in the lawful exercise of its jurisdiction and authority.
8. The grantee will meet the requirements of section 442 and section 427 of the General Education Provisions Act (GEPA, 20 U.S.C. 1232(e)) & 1228(a)). Meaning that during the entire duration of time that the entity is receiving funding under ARP - ESSER III, the LEA will, where applicable:
	* Ensure that it has taken steps to ensure equitable access to, and participation in, its federally-assisted programs for students, teachers, and other program beneficiaries with special needs;
	* Ensure that each program will be administered in accordance with applicable statutes, regulations, program plans, and applications;
	* Ensure that control of funds and property acquired using ARP ESSER II program funds will be maintained and administered by the appropriate public agency;
	* Ensure that fiscal control and fund accounting procedures will be used to ensure proper disbursement of, and accounting for, federal funds;
	* Report to the state agency or board and to the Secretary as may be needed for the state agency or board and the Secretary to perform their duties under each program, and each grantee will maintain records (as required in Section 443 of the General Education Provisions Act (GEPA)) and provide access to those records as the state board, state agency, or Secretary deems necessary to carry out their responsibilities;
	* Provide opportunities for the participation in, planning for, and operation of each program by teachers, parents, and other interested agencies, organizations, and individuals;
	* Ensure that applications, evaluations, plans, or reports related to each program will be made available to parents and the public;
	* The grantee has adopted effective procedures for acquiring and disseminating information and research regarding the programs and for adopting, where appropriate, promising educational practices to teachers and administrators participating in each program; and
	* Ensure that none of the funds expended under any applicable program will be used to acquire equipment if such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees.
9. The grantee will annually provide the Colorado Department of Education the evaluation information required in the “[Evaluation and Reporting](#_heading=h.qsh70q)” section of this application including the End-of-Year Report (**Attachment A**) of the Request for Applications.
10. The grantee ensures that it will work with and provide requested data to CDE for the Education Workforce Program within the time frames specified and containing such information as the Secretary of Education may reasonably require.
11. The grantee ensures that it will participate in and comply with the CDE’s monitoring process and protocols.
12. The grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
13. The grantee will be in compliance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) requirements in 2 CFR, including Subpart D—Post Federal Award Requirements (2 CFR §§200.300-345) and Subpart E—Cost Principles (2 CFR§§200.400-475).
14. The LEA will comply with the provisions of all applicable acts, regulations and assurances; the following provisions of Education Department General Administrative Regulations (EDGAR) 34 CFR parts 76, 77, 81, 82, 84, 97, 98, and 99; the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non procurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and the Uniform Guidance in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474.
15. If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
16. The grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.
17. The grantee ensures that it will, if applicable, comply with the maintenance of equity provisions in section 2004(c) of the ARP.
18. All organizations and staff associated with the Education Workforce Program shall comply with all state and federal laws relating to health, safety and anti-discrimination, including but not limited to Titles VI and VII of the federal "Civil Rights Act of 1964", pub. l. 88-352, as amended; the federal "Americans with Disabilities Act of 1990", 42 U.S.C. sec. 1201 et seq., as amended; Section 504 0f the federal "Rehabilitation Act of 1973", 29 U.S.C. sec. 794, as amended; and Title IX of the federal "Education Amendments of 1972", 20 U.S.C. secs. 1681 to 1688, as amended.

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 writing and be approved in writing by the CDE before modifications are made to the expenditures. Contact Tricia Miller (Miller\_T@cde.state.co.us | 303-877-2154) and Jennifer Simons-Lindsey (Simons-Lindsey\_j@cde.state.co.us) for any modifications.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Name of Organization Board President(Nonprofit Organization, School Board, BOCES, Charter School) |  | Signature |  | Date |
|  |  |  |  |  |
| Name of Organization Authorized Representative(Superintendent, Charter School Institute, BOCES Executive Director) |  | Signature |  | Date |
|  |  |  |  |  |
| Name of LEP Program Contact |  | Signature |  | Date |

**Note:** Upload the Program Assurances Form within the [**online application**](https://app.smartsheet.com/b/form/71469bf142424cbd8b897cfd072e2892). Funding will not be awarded until all signatures are in place. Applications may be submitted without signatures; however, please attempt to obtain all signatures before submitting the application.

**Education Workforce Program**

**Applications Due: Friday, March 25, 2022, by 11:59 pm**

# Application Scoring

CDE Use Only

|  |  |  |
| --- | --- | --- |
| **Part I:** | **Application Introduction** | Not Scored |
| **Part II:** | **Narrative** | /80 |
|  | Subtotal |  |
|  | Priority Points |  |
| **Total** | **/80**  |

|  |
| --- |
| **Priority Considerations**CDE will indicate whether this application met the priority criteria (see pages 4 of the RFA). This application demonstrates: |
| **Criteria** | **Meets** | **Does Not Meet** |
| Applicant **demonstrated clear** **need** for educator workforce initiatives as outlined in the grant application to ensure a strong, talented education workforce to provide safe, in-person learning and address the social, emotional, mental health, and academic impact of the pandemic. | ☐ Yes - 3 Points | ☐ No - 0 Points |
| Applicant **demonstrated a clear and actionable plan** to recruit, retain and support a strong, talented education workforce to provide safe, in-person learning and address the social, emotional, mental health, and academic impact of the pandemic. | ☐ Yes - 5 Points | ☐ No - 0 Points |
| **Total** |  |

**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 |  |

# Selection Criteria and Evaluation Rubric

**Part I: Application Introduction** [Not Scored]

**Part II: Narrative** [80 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 60 out of the 80 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 without revisions. Applications that score below 60 points may be asked to submit revisions that would bring the application up to a fundable level.

**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 Did Not Provide 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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Part II: Narrative**  | **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. Applicant has provided a clear description of the educator and staffing workforce gaps and needs that exist in the district that are inhibiting the ability to provide a safe, in-person learning and address the social, emotional, mental health, and academic impact of the pandemic.
 | 0 | 6 | 14 | 20 |  |
| 1. Applicant clearly described the focused initiatives and support to be implemented to ensure talented, high-quality education workforce members are recruited, retained, and supported in order to provide safe, in-person learning and address the social, emotional, mental health, and academic impact of the pandemic.
 | 0 | 6 | 14 | 20 |  |
| 1. Applicant provided a detailed, realistic timeline for the proposed initiatives and support including achievable milestones.
 | 0 | 3 | 7 | 10 |  |
| 1. Applicant identified well-developed, measurable SMART outcomes they expect to achieve as a result of the educator workforce initiatives and support described in the plan including measurable outcomes for students.
 | 0 | 3 | 7 | 10 |  |
| 1. Applicant provided a description of the internal district-based staffing necessary for accomplishing the goals of the proposed in recruiting, hiring, and retaining high-quality educators and staff.
 | 0 | 3 | 7 | 10 |  |
| 1. Applicant indicated any partner organizations that will join the applicant in carrying out the proposed plan.
 | **Information Not Provided or More Information Needed** | ***Information Provided*** |
| ☐ | ☐ |
| 1. Applicant provided the Excel Budget Workbook that demonstrates how grant funding will be used and the proposed use of funds are in alignment with the allowable uses listed above under Allowable Use of Funds.
 | 0 | 3 | 7 | 10 |  |
| **Reviewer Comments:** |
| **Total** |  |

# Attachment A: End-of-Year Evaluation Reporting Guidelines

Grant recipients must submit an end-of-year evaluation program report for every funded year detailing the following information. Submit the report as a Word document to Jennifer Simons-Lindsey at Simons-Lindsey\_j@cde.state.co.us by **July 31 following each funded fiscal year**.

* Progress made towards the timeline and milestones outlined in the program plan;
* Any adjustments made to the program plan and the reason adjustments were made;
* The staff re-assigned or hired to support the program;
* The measurable impact of the program including workforce recruitment, hiring and retention data, and any student outcomes (including academic, social and/or emotional outcomes) associated with the program disaggregated by student groups;
* Whether the awardee’s program will continue in the following fiscal year and, if not, the reason it will be discontinued; and
* Any additional reporting requirements determined by the U.S. Secretary of Education.

Applicants receiving funding will also be required to submit an Annual Financial Report. Details and format for this report will be provided upon award and as part of the budget workbook and/or grant award letter (GAL).