

**GRANTS REPORT  
2015-2016**

<b>Fund</b>	<b>Grant</b>	<b>Purpose/Priorities</b>	<b>Amount</b>
511	School Redesign Grant- Elm Park	The purpose of this federal grant program is to provide funding for Local Education Agencies (LEAs) to implement School Redesign Plans that are built on federally defined school intervention models-Turnaround, Restart, Transformation, Closure, whole-School Reform, or Early Learning.	\$441,717.00

**Use of Funds**

All expenditures must closely align with the implementation of the Redesign Plan and the selected intervention model



## **Massachusetts Department of Elementary and Secondary Education**

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75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-3000  
TTY: N.E.T. Relay 1-800-439-237

June 8, 2015

Melinda Boone  
Superintendent  
Worcester Public Schools  
20 Irving Street  
Worcester, MA 01609

Dear Superintendent Boone:

The Massachusetts Department of Elementary and Secondary Education (ESE) has completed its approval process of FY16 Fund Code 511: School Redesign Grant (SRG) Cohort VI.

I am pleased to inform you that Worcester's Elm Park Community School has been awarded a School Redesign Grant for the federal Transformation model in the amount of **\$1,300,000**. While your district initially requested \$3,744,722 over five years to fund the school's SRG application, we will be awarding \$1,300,000 to the school. In accordance with federal regulations, funds may be used for a period of up to five years, which must include three years of implementation and one or two years of sustainability activities. However, the funds may be used for a period of only three years of implementation with no additional years of sustainability activities, or for three years of implementation and only one year of sustainability activities. No district-level funds have been specifically awarded. District budget items, including Monitoring Site Visits and indirect costs, will come from the individual school award.

Funding decisions are based upon a combination of several variables, most notably the availability of SRG funds, the score and scope of the Turnaround Plan, and the size of the school. We encourage your team to work with your ESE District Assistance Liaison, Deb Lantaigne, as you go through the process of adjusting the budget to meet the reduced amount. The implementation period for FY16 Year 1 funds is from September 1, 2015 through August 31, 2016. Please note that continuation of funding for Years 2 through Years 3, 4 or 5 is contingent on the submission and approval of a grant renewal application, as well as progress in meeting implementation benchmarks and measurable annual goals.

Each district and school is encouraged to participate in a feedback session with the SRG project management team. We hope that by sharing the scoring summary and indentified strengths and weaknesses of the Turnaround Plan, your team will be able to reflect on the feedback and incorporate it into further planning activities. If you are interested, please contact Amanda Trainor to schedule the session.

We applaud the turnaround work that you and the Elm Park team have been implementing to date. It is important to be aware that the district must use these funds to supplement, not supplant regular non-Federal funds. For more guidance on this issue, refer to <http://www.doe.mass.edu/apa/titlei/parta/program-design/default.html?section=SNS>. Also, funds allocated for 2015-2016 School Redesign Grant activities cannot be "rolled over" to fund activities for the 2016-17 or following school years. Allocations were made based on funding components of the plan for each year. If allocations for 2015-16 activities are not expended by August 31, 2016, they will be returned to the state for future School Redesign Grant recipients.

Congratulations, and thank you for your efforts to date in this endeavor. If you have any questions concerning the School Redesign Grant, please contact Amanda Trainor ([atrainor@doe.mass.edu](mailto:atrainor@doe.mass.edu) or 781-338-3551).

Sincerely,



Lise Zeig  
Associate Commissioner, Statewide System of Support

cc: Marco Rodrigues, Chief Academic Officer, Worcester Public Schools  
Deb Lantaigne, ESE District Assistance Liaison to Worcester Public Schools

**ORIGINAL**

MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
Cover Sheet

**PART I - GENERAL**

**A. APPLICANT**      Select a LEA Name: Worcester      LEA Code: **0348**

Coordinator Name: **Gregory Bares**      Email: **BaresG@worc.k12.ma.us**

Address: **Worcester MA 508-799-3115**      Submission date: **7/10/2015**

Contact Tel: **(508) 799-3108 ext**      Alternative Tel: \_\_\_\_\_

**B. APPLICATION FOR PROGRAM FUNDING**

Fund Code	Program Name	PROJECT DURATION		TOTAL AMOUNT REQUESTED:
		FROM:	TO:	This amount is linked to the grand total on the budget page and cannot be edited here.
<b>511</b>	School Redesign Grant - Cohort VI	7/1/2015	8/31/2015	
<b>511</b>	School Redesign Grant - Cohort VI	9/1/2015	8/31/2016	<b>\$441,717</b>

**C. I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS CORRECT AND COMPLETE; THAT THE APPLICANT AGENCY HAS AUTHORIZED ME, AS ITS REPRESENTATIVE, TO FILE THIS APPLICATION; AND THAT I UNDERSTAND THAT FOR ANY FUNDS RECEIVED THROUGH THIS APPLICATION THE AGENCY AGREES TO COMPLY WITH ALL APPLICATION STATE AND FEDERAL GRANT REQUIREMENTS COVERING BOTH THE PROGRAMMATIC AND FISCAL ADMINISTRATION OF GRANT FUNDS**

AUTHORIZED SIGNATORY: *Melinda J. Boone*      TITLE: **Superintendent**

TYPED NAME: **Melinda J. Boone, Ed.D.**      DATE: **7.9.15**

**REQUESTED SUBMISSION DUE: Per Completion of Each Grant**

- five (5) hard copies of the SRG Application Package (double-sided)
- five (5) hard copies of the Budget Workbook (double-sided)
- one (1) hard copy with original superintendent signature of the Assurances and Waivers page
- one (1) hard copy with original superintendent signature of the Grant Cover Sheet (this page) contained within the Budget Workbook to:
  - Amanda Trainor
  - Office of District and School Turnaround
  - MA Department of Elementary and Secondary Education
  - 75 Pleasant Street, Malden, MA 02148

Email a web accessible electronic copy of the all submission documents to: **SRG@doe.mass.edu**

<b>PART II - PROJECT EXPENDITURES - DETAIL INFORMATION</b>				<b>A. FUND CODE: 511</b>	
<b>B. APPLICANT AGENCY</b> Worcester		District Code: 0348		ImplementaVion: FY 2016	
Contact Person:	Gregory Bares	Address:	MA	508-799-3115	
Telephone:	(508) 799-3108	x	Email address:	BaresG@worc.k12.ma.us	
Alternative phone #:		Submission Date:	10-Jul-15		
PLEASE PROVIDE ALL OF THE INFORMATION REQUESTED ABOVE AND SUBMIT ALL PAGES OF THE BUDGET DETAIL.					
<b>C. ASSIGNMENT THROUGH SCHEDULE A</b> <input type="checkbox"/>					
Check this box ONLY if this project will be using funds assigned by more than one agency. A completed Schedule A, with signatures and the amount of funds assigned by each participating agency, must be attached to this Budget Detail.					
D. STAFFING CATEGORIES	E. # OF STAFF	F. FTE	G. MTRS*	H. AMOUNV	I. TOTAL
<b>1. ADMINISTRATORS:</b>					
Supervisor/Director (MTRS)			<input type="checkbox"/>		
Project Coordinator (MTRS)			<input type="checkbox"/>		
Supervisor/Director			<input type="checkbox"/>		
Project Coordinator			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
Stipends			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
<b>SUB-TOTAL</b>					
<b>2. PROFESSIONAL STAFF:</b>				Do noV use cenVs	
Lead Teacher			<input type="checkbox"/>		
Wrap Around Coordinator			<input type="checkbox"/>		
Librarian			<input type="checkbox"/>		
Stipends			<input type="checkbox"/>		
Expanded Learning and Common Planning			<input type="checkbox"/>	\$415,800	
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
<b>SUB-TOTAL</b>					<b>\$415,800</b>

PART II - PROJECT EXPENDITURES - DETAIL INFORMATION				A. FUND CODE: 511	
B. APPLICANT AGENCY Worcester		District Code: 0348		ImplementaVion: FY 2016	
D. STAFFING CATEGORIES	E. # OF STAFF	F. FTE	G. MTRS*	H. AMOUNV	I. TOTAL
<b>3. SUPPORT STAFF</b>					
Aides/Paraprofessionals (MTRS)			<input type="checkbox"/>		
Aides/Paraprofessionals			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
Secretary/Bookkeeper (MTRS)			<input type="checkbox"/>		
Secretary/Bookkeeper			<input type="checkbox"/>		
			<input type="checkbox"/>		
Other			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
Stipends (MTRS)			<input type="checkbox"/>		
Stipends			<input type="checkbox"/>		
<b>SUB-TOTAL</b>					
* Check the MTRS box if the identified employee(s) is/are a member of the MA Teachers' Retirement System. This requirement only applies to federally-funded grant programs.					
<b>4. FRINGE BENEFITS:</b>				<b>AMOUNV</b>	<b>LINE ITEM SUB-TOTAL</b>
<b>4-a MA TEACHERS' RETIREMENT SYSTEM (Federally-funded grants only)</b>					
<b>4-b OTHER FRINGE BENEFITS (Other retirement systems, health insurance, FICA)</b>					
<b>SUB-TOTAL</b>					
<b>5. CONTRACTUAL SERVICES:</b> Indicate the services to be provided and the rate to be paid <i>per hour</i> or <i>per day</i> , whichever is applicable.				<b>H. AMOUNV</b>	<b>I. LINE ITEM SUB-TOTAL</b>
		<b>Rate(\$)</b>	<b>Hour/Day</b>		
<b>CONSULTANTS -</b>					
Monitoring Site Visit (100/hour),				\$21,500	
<b>SPECIALISTS -</b>					
<b>INSTRUCTORS -</b>					
<b>SPEAKERS -</b>					
<b>SUBSTITUTES -</b>					
<b>OTHER -</b>					
<b>SUB-TOTAL</b>					<b>\$21,500</b>

PART II - PROJECT EXPENDITURES - DETAIL INFORMATION			A. FUND CODE: 511		
B. APPLICANT AGENCY Worcester		District Code: 0348		ImplemenVaVion: FY 2016	
6. SUPPLIES AND MATERIALS: Items costing less than \$5,000 per unit or having a useful life of less than one year.			H. AMOUNV	I. LINE ITEM SUB-TOTAL	
TEXTBOOKS AND INSTRUCTIONAL MATERIALS -					
INSTRUCTIONAL TECHNOLOGY INCLUDING SOFTWARE -					
NON-INSTRUCTIONAL SUPPLIES -					
SUB-TOTAL					
7. TRAVEL: Mileage, conference registration, hotel, and meals					
SUPERVISORY STAFF -					
INSTRUCTIONAL STAFF -					
OTHER -					
SUB-TOTAL					
8. OTHER COSTS: Please indicate the amount requested in each category					
			Do noV use cenVs		
Transportation of Students					
Memberships/Subscriptions					
Advertising					
Printing/Reproduction					
Maintenance/Repairs					
Rental of Space					
Rental of Equipment					
Telephone/Utilities					
SUB-TOTAL					
9. INDIRECT COSTS: First, click on the 'Indirect Cost Calculator' link to access the worksheet to calculate maximum amount that can be used for indirect costs. Then enter approved rate and the amount from the 'Indirect Cost Calculator' worksheet (cell D13 or D22) in the green cell to the right:		Approved Rate:	1.00%	<a href="#">Click here IndirecV CosV CalculaVor</a>	\$4,417
10. EQUIPMENT: Provide a statement of need and cost of each item in the Notes Page. Items costing \$5,000 or more per unit and having a useful life of more than one year.			H. AMOUNV	I. LINE ITEM SUB-TOTAL	
INSTRUCTIONAL EQUIPMENT					
NON-INSTRUCTIONAL EQUIPMENT					
SUB-TOTAL					
TOTAL FUNDS REQUESTED				\$441,717	

8/25/2015

FY2016 Fund Code 511: School Redesign Grant - Cohort VI

State Offices · State A-Z Topics



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## Grants and Other Financial Assistance Programs: FY2016

### School Redesign Grant - Cohort VI

Fund Code: 511

**Purpose:** The purpose of this federal grant program is to provide funding for Local Education Agencies (LEAs) to implement School Redesign Plans that are built on federally defined school intervention models—Turnaround, Restart, Transformation, Closure, Whole-School Reform, or Early Learning, (see "Summary of Federal Intervention Models" in additional information below) in the state's eligible Level 4 Schools.

**Priorities:** Level 4 schools that have not previously received SRG funds will receive priority for funding in SRG Cohort VI.

**Eligibility:** LEAs with Level 4 schools identified under the state's framework for Accountability and Assistance that did not receive Fund Code: 511 School Redesign Grant (SRG) funding in FY15 are eligible to apply for FY16 funding to implement one of the required intervention models if they meet funding requirements. A complete list of eligible schools and prioritization for funding can be found under the Additional Information section.

**Funding:** Using Massachusetts' FFY14 federal School Improvement Grant (SIG) allocation, a total of up to \$6,800,000 is available for expenditure in FY2016 to FY2020 (through August 31, 2020). LEAs can apply for a minimum of \$50,000 and up to a maximum of \$2 million per school per year for each of the three fiscal years of implementation. (Note: the average annual award is approximately \$400,000 per school). Award amounts will also depend on the size of the school (particularly small schools must carefully justify their budget requests) and the scope and scale of activities proposed for the selected intervention. A detailed FY2016 budget will be required, with non-binding estimates for FY2017 - FY2020 dependent on annual renewal of the grant award. FY2016 SRG funds may also be allocated for pre-implementation purposes (July 1, 2015 through August 31, 2015). 2015 federal SIG requirements allow for the extension of the grant period to up to five years. The five years must include at least three years of full implementation, and may include up to one year of planning activities, and up to 2 years of sustainability activities. No more than 5 years total funding are allowed. Funding is pending final approval of Massachusetts FFY14 federal SIG application.

**Fund Use:** Fund use must be consistent with applicable state and federal requirements. All expenditures must closely align with the implementation of the Redesign Plan and the selected intervention model. LEA-Level expenditures must directly support the implementation of the selected intervention models at identified schools.

Unallowable expenditures:

1. Contract buyouts.
2. Capital expenses.
3. Purchase of technology, computer software or hardware, unless a compelling case can be made for how these materials are necessary to implement fully the proposed intervention.

All expenditures will be closely reviewed as they relate to the priorities of this grant opportunity.

**Project Duration:** FY2016 Pre-Implementation SRG Activities/Funding: July 1, 2015 - August 31, 2015;  
FY2016 School Redesign Activities/Funding: September 1, 2015 - August 31, 2016.  
FY2017 through FY2020 SRG funds are contingent upon annual renewal of the grant.

**Program Unit:** Office of District and School Turnaround

**Contact:** Amanda Trainor — (781) 338-3551

**Date Due for Required Letter of Intent to Apply:** Friday, March 13, 2015

In order to compete for grant funding, each LEA that intends to apply for funding under this program **must** submit a Letter of Intent to Apply. This letter of intent is non-binding (i.e., a LEA may choose not to submit a full grant application after submitting a Letter of Intent to Apply). The letter must be submitted via email to [src@doe.mass.edu](mailto:src@doe.mass.edu) by March 13, 2015. Use the **Letter of Intent to Apply Template**, which is available below in the Required Documents section of this RFP.

**Date Due for Full Grant Proposal:** Monday, April 13, 2015.

**Competitive proposals must be received at the Department by 12:00 p.m. on the date due.**

**Other Key Information:** The Department of Elementary and Secondary Education (ESE) will hold a webinar on March 10, 2015 at 4:00 pm to provide technical support to districts and schools relative to this competitive grant opportunity. District leaders, school leaders, at least one school-level instructional leadership team member, and others involved in completing the SRG Cohort VI applications are strongly



encouraged to participate in the technical assistance session. Register for this webinar.

In addition, the Department will conduct required interviews of LEA/school level teams at the Department's offices in Malden as part of the grant review process between April 27, 2015 and May 6, 2015. LEAs must ensure that appropriate representatives are available during these days.

ESE intends to announce awards of these grants by June 5, 2015.

**Required Forms:**

- Letter of Intent to Apply (due March 13, 2015)
- Complete SRG Application Package (due April 13, 2015)
  - Application Summary
  - Completed Turnaround Plan
  - Completed Checklist of Required Federal Model Components
  - Budget Workbook

**Additional Information:**

- Submission Requirements
- Eligible Schools List
- Grant Scoring Rubric
- Summary of Federal Intervention Models
  - Final Federal Requirements for School Turnaround Grants (2015)
  - Updated Federal Guidance (2012)
  - Additional Federal LEA Guidance on Increased Learning Time (2012)
  - Additional Federal Guidance - Addendum to 2012 Guidance (2015)

**Submission Instructions: Mail or hand-deliver:**

- five (5) hard copies of **Complete SRG Application Package** (double-sided if possible)
- one (1) hard copy with original superintendent signature of the **Budget Workbook Cover Sheet**
- one (1) hard copy with original superintendent signature of the Budget Workbook

**Assurances and Waivers to:**

**Amanda Trainor  
Office of District and School Turnaround  
Massachusetts Department of Elementary and Secondary Education  
75 Pleasant Street  
Malden, MA 02148-4906**

These documents must arrive at the Department no later 12:00 p.m. on April 13, 2015.

**Email a web accessible electronic copy of the all submission documents to: [SRG@doe.mass.edu](mailto:SRG@doe.mass.edu).**

***All documents submitted electronically must be web accessible. For more information, visit: [Preparing an MS OFFICE document for the Web](#).***

These files must arrive at the Department no later 12:00 p.m. on April 13, 2015.

Last Updated: March 6, 2015

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