

**GRANTS REPORT
2014-2015**

Fund	Grant	Purpose/Priorities	Amount
213	Professional Practice Innovation	To support initiatives that innovatively build the capacity of teachers and/or specialized instructional support personnel and administrators to implement the new educator evaluation system in a way that promotes implementation of the rigorous standards of the Massachusetts Curriculum Frameworks.	\$31,200.00

Use of Funds

1. Stipends for educators
2. Substitute expenses
3. Curriculum materials
4. Contracts for external partners to support district work
5. In-state travel to attend ESE conferences related to the project
6. Other reasonable costs associated with project implementation

Funds may not be used for

1. Contract buyouts
2. Capital expenses
3. Purchase of technology, computer software, or hardware, unless a compelling case can be made as to why these materials are necessary to complete grant-funded work.

Massachusetts Department of Elementary and Secondary Education
STANDARD CONTRACT FORM AND APPLICATION FOR PROGRAM GRANTS

PART I - GENERAL

A. APPLICANT	District Name: <u>Worcester</u>	District Code: <u>03480000</u>
Contact Name:	<u>Gregory Bares</u>	
Address:	<u>20 Irving Street</u> <u>0</u> <u>Worcester</u> <u>01609</u>	
Contact Telephone #:	<u>(508) 799-3108</u>	
Contact Email Address:	<u>BaresG@worcester.k12.ma.us</u>	

B. APPLICATION FOR PROGRAM FUNDING				
Fund Code	Program Name	PROJECT DURATION		TOTAL AMOUNT REQUESTED:
		FROM	TO	
213	Professional Practice Innovation Grant	7/1/14 or Upon Approval	6/30/2015	\$31,200

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: _____	TITLE: <u>Superintendent</u>
TYPED NAME: <u>Melinda J. Boone, Ed.D.</u>	DATE: _____

FULL PROPOSALS with all required documents are due Friday, March 28, 2014
See Funding Opportunity RFP Documents for submission details.

MAIL* this signature page, associated budgets, and all required forms (see RFP for details) of the Fund Code 213 proposal to::
Sijia (Praise) Xu, Office of Educator Policy, Preparation & Leadership
Massachusetts Department of Elementary and Secondary Education
75 Pleasant Street
Malden, MA 02148-4906

*Mail a total of five sets of all required forms, at least one of which has an original signatures, and is marked as such). ALSO EMAIL the entire budget workbook and all other required forms to: to sxu@doe.mass.edu. Please put in the subject line of your email: "Fund Code 213: Professional Practice Innovation Grant - Name of School District."

DO NOT WRITE BELOW THIS LINE

Massachusetts Department of Elementary and Secondary Education ONLY	
GRANTS MANAGEMENT	
For the Department Authorized Signatory: _____	Date: _____

PART II - PROJECT EXPENDITURES - DETAIL INFORMATION

A. 213

B. APPLICANT AGENCY **Worcester**

District Code: **03480000**

FY **2015**

Contact Person: **Gregory Bares**

Address: **20 Irving Street**

01609

Telephone: **(508) 799-3108**

Email address:

Submission Date: **27-Mar-14**

PLEASE PROVIDE ALL OF THE INFORMATION REQUESTED ABOVE AND SUBMIT ALL PAGES OF THE BUDGET DETAIL. Some of the information in the first column may not roll up automatically from the school pages. Please be sure these fields are filled in.

C. ASSIGNMENT THROUGH SCHEDULE A

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. AMOUNT	I. TOTAL
1. ADMINISTRATORS:				Do not use decimals	
Supervisor/Director			<input type="checkbox"/>		
Project Coordinator			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<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"/>		
			<input type="checkbox"/>		
SUB-TOTAL					
2. PROFESSIONAL STAFF:				Do not use decimals	
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
Stipends			<input type="checkbox"/>		
Staff members for summer: 15 staff x 20 hours x \$30/\$35 per hour			<input type="checkbox"/>	\$13,000	
			<input type="checkbox"/>		
Staff members for school year: 15 staff x 15 hours x \$32.50/\$37.50 per hour			<input type="checkbox"/>	\$5,300	
			<input type="checkbox"/>		
Program coordination: 1 staff x 2 hours per week x \$35/\$37.50 per hour x 40 weeks			<input type="checkbox"/>	\$3,000	
SUB-TOTAL					\$21,300

PART II - PROJECT EXPENDITURES - DETAIL INFORMATION					A.	213
B. APPLICANT AGENCY Worcester			District Code: 03480000		FY 2015	
D.	STAFFING CATEGORIES	E. # OF STAFF	F. FTE	G. MTRS*	H. AMOUNT	I. TOTAL
3.	SUPPORT STAFF				Do not use decimals	
	Aides/Paraprofessionals			<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
	Secretary/Bookkeeper:			<input type="checkbox"/>		
	Other:			<input type="checkbox"/>		
				<input type="checkbox"/>		
	Stipends			<input type="checkbox"/>		
	SUB-TOTAL					
<small>* Check the MTRS box if the described employee is a member of the MA Teachers' Retirement System. <small>* Non-MTRS employees apply to the 20% Local Grant programs.</small> </small>						
4.	FRINGE BENEFITS:				AMOUNT	LINE ITEM SUB-TOTAL
4-a	MA TEACHERS' RETIREMENT SYSTEM (Federally-funded grants only)					
4-b	OTHER FRINGE BENEFITS (Other retirement systems, health insurance, FICA)					
	SUB-TOTAL					
5.	CONTRACTUAL SERVICES: Indicate the services to be provided and the rate to be paid <i>per hour or per day</i> , whichever is applicable.				H. AMOUNT	I. LINE ITEM SUB-TOTAL
			Rate(\$)	Hour/Day		
	CONSULTANTS -					
	SPECIALISTS -					
	Assessment specialist to work with work groups: \$100 per hour x 60 hours		\$100	hour	\$6,000	
	INSTRUCTORS -					
	SPEAKERS -					
	SUBSTITUTES -					
	For classroom coverage: 10 subs x 5 days x \$70 per day		\$70	day	\$3,500	
	OTHER -					
	SUB-TOTAL					\$9,500

PART II - PROJECT EXPENDITURES - DETAIL INFORMATION				A. 213	
B. APPLICANT AGENCY Worcester		District Code: 03480000		FY 2015	
6. SUPPLIES AND MATERIALS: Items costing less than \$5,000 per unit <i>or</i> having a useful life of less than one year.				H. AMOUNT	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 - Best Practices Summit					
INSTRUCTIONAL STAFF -					
OTHER -					
SUB-TOTAL					
8. OTHER COSTS: Please indicate the amount requested in each category					
				Do not use decimals	
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:	\$400
				1.01%	
				Click here to go to Indirect Cost Calculator	
10. EQUIPMENT: Provide a statement of need and cost of each item in the Notes Page. Items costing \$5,000 or more per unit <i>and</i> having a useful life of more than one year				H. AMOUNT	I. LINE ITEM SUB-TOTAL
INSTRUCTIONAL EQUIPMENT					
NON-INSTRUCTIONAL EQUIPMENT					
SUB-TOTAL					
TOTAL FUNDS REQUESTED					\$31,200

Grants and Other Financial Assistance Programs: FY2015**Professional Practice Innovation Grant**

Fund Code: 213

Purpose: The Massachusetts Department of Elementary and Secondary Education (ESE) is offering a second round of the Professional Practice Innovation Grant (Fund Code 213) Program. This competitive grant opportunity supports the integration of two of the state's highest priority projects—the educator evaluation system and the Massachusetts Curriculum Frameworks. Funding will support initiatives that innovatively build the capacity of teachers and/or specialized instructional support personnel and administrators to implement the new educator evaluation system in a way that promotes implementation of the rigorous standards of the Massachusetts Curriculum Frameworks.

ESE will regard awardees of this grant as innovators in advancing professional practice. ESE will collect, document, and share promising practices developed by awardees through this grant program in order to inform other Massachusetts districts.

Statewide goal and priorities: This grant program supports the state's overarching goal, to prepare all students for success after high school. Grant funds will contribute to this goal by supporting the following state priorities:

- Strengthen curriculum, instruction, and assessment
- Improve educator effectiveness

District standards: Activities funded under this grant may support any or all of the following four standards identified by ESE's District Standards and Indicators:

- Curriculum and instruction
- Assessment
- Human resources and professional development
- Student support

*Informational Webinar (OPTIONAL): an informational webinar about Fund Code 213 will take place on Tuesday, March 4th, from 2:00 p.m. - 3:00 p.m. To register, please go here:
<http://www.doe.mass.edu/conference/?ConferenceID=1765>.

Priorities: The work outlined in the grant proposal should be innovative in that it effectively and explicitly integrates implementation of the educator evaluation framework and the Massachusetts Curriculum Frameworks. Because both of these initiatives are relatively new, ESE seeks to support districts in demonstrating coherent implementation of both in a way that benefits educators and, ultimately, students.

Applicants must propose initiatives in two focus areas (derived from the [Standards and Indicators of Effective Teaching Practice](#) and [Effective Administrative Leadership Practice](#)) that will advance educators' professional practice and capacity for implementing the Massachusetts Curriculum Frameworks. Districts are required to propose an initiative that addresses Curriculum & Planning as one focus area. Districts may choose a second focus area from the list below:

- Assessment
- Access to knowledge
- Quality of effort and work
- Diverse learners' needs
- High expectations
- Family collaboration
- Professional collaboration
- Professional development & career growth (administrators only)*

Each focus area is aligned to Standards and Indicators of Effective Practice for teachers, specialized instructional support personnel, and administrators, descriptions of which are available in the Educator Evaluation Rubric Crosswalk, available in Additional Information.

* Applicants proposing initiatives related to the Professional Development & Career Growth focus area are

required to include in their grant application narrative an explanation of how the proposed professional development meets the Massachusetts Standards for Professional Development (see Additional Information), and/or the process they will use to develop a plan for their district or school that ensures their proposed professional development meets those standards.

The proposed initiative(s) must connect the two focus areas to the implementation of any of the state's curriculum frameworks. Districts may propose work with the Massachusetts Curriculum Frameworks for English language arts and literacy, mathematics, history and social science, science and technology/engineering, the arts, foreign languages, comprehensive health, or any of the vocational/technical frameworks.

- *The Quick Reference Guide: Educator Evaluation & the MA Curriculum Frameworks and Examples of Aligned Activities*, both located in Additional Information, offer examples of activities that connect implementation of educator evaluation to instructional activities related to the MA Curriculum Frameworks. Note: districts should not be limited by these examples and are invited to develop their own initiatives for connecting the implementation of educator evaluation and the curriculum frameworks.

The selection of focus area 2 and specific curriculum frameworks must be informed by data and conditions that demonstrate a clear need, and the district's overall grant strategy must be aligned with and support district improvement plans.

We believe that the process of integrating curriculum and instruction with evaluation should be collaborative, allowing for the engagement of teachers and school leaders throughout. Therefore, the proposed work must involve administrators and teachers/specialized instructional support personnel. The only exception is the focus area of Professional Development & Career Growth, which applies to administrators only; activities related to this focus area are therefore not expected to include teachers and specialized instructional support personnel.

Successful proposals will demonstrate thoughtfulness regarding how individuals are selected to lead and carry out the work. Successful proposals will also result in products and/or methods that are sustainable and/or replicable across other districts. As a condition of this grant, recipients will be expected to participate in state activities to evaluate and share the promising practices developed through use of these grant funds. Awarded districts will be asked to share their work with colleagues through conferences, publications, and/or websites organized by ESE. Districts may also be asked to participate in research or evaluation activities related to their funded activities.

- For more information about components of a successful proposal, please see the *Annotated Application Form, Score Card, and MA Planning & Implementation Framework* resource, available in Additional Information.

Brief descriptions of the six proposals awarded funding in 2014 are also available in Additional Information (see PPI 2014 Awardees Summary).

Eligibility: This grant is available to all Massachusetts public school districts, including charter schools. Districts may apply individually or in groups.

Funding: The total allocation for this grant program is \$194,000. ***NOTE: Funding is not guaranteed but contingent on federal approval of Massachusetts' request for a no-cost extension of Race to the Top-funded activities for FY15.***

Districts may apply individually or in groups, but districts applying in groups must identify a district to take responsibility for grant management and reporting.

The exact number of grant recipients will depend on the availability of funds and the grant amounts requested. Average awards are anticipated to range from \$25,000 to \$35,000 per district. The maximum award for any individual district or group of districts is \$40,000.

Fund Use: Districts may use funds for planning and implementation. Fund use must be consistent with applicable state and/or federal requirements. Districts are allowed to budget funds at both the district level and school level.

Allowable expenditures include:

1. Stipends for educators
2. Substitute expenses

3. Curriculum materials
4. Contracts for external partners to support district work
5. In-state travel to attend ESE conferences related to the project
6. Other reasonable costs associated with project implementation

Unallowable expenditures:

1. Contract buyouts
2. Capital expenses
3. Purchase of technology, computer software, or hardware, unless a compelling case can be made as to why these materials are necessary to complete grant-funded work

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

Project Duration:

7/1/14 (or upon approval) - 6/30/15

Program Unit:

Office of Educator Policy, Preparation & Leadership

Contact:

Sijia (Praise) Xu sxu@doe.mass.edu

Phone Number:

(781) 338-3242

Date Due:

Friday, March 28, 2014

Proposals must be received at the Department by 5:00 p.m. on the date due.

Required Forms:

1. Budget Workbook: Parts I and II (Includes the Standard Contract and Application for Program Grants and Budget Detail Pages)
2. Application Form

Additional Information:

1. Quick Reference Guide: Educator Evaluation & the MA Curriculum Frameworks
2. Examples of Aligned Activities
3. Educator Evaluation Rubric Crosswalk
4. PPI 2014 Awardees Summary
5. Annotated Application Form
6. Score Card
7. [Massachusetts Standards for Professional Development](#)
8. Massachusetts Planning and Implementation Framework

Submission Instructions:

1. Submit one (1) electronic copy, excluding original signature page, to Sijia (Praise) Xu at sxu@doe.mass.edu.
2. Submit five (5) print copies of all application materials plus one print copy of the signature page with the original signature of the Superintendent or Executive Director to:

Sijia (Praise) Xu
Office of Educator Policy, Preparation & Leadership
Massachusetts Department of Elementary and Secondary Education
75 Pleasant Street
Malden, MA 02148-4906