



FLORIDA DEPARTMENT OF EDUCATION

Request for Proposal (RFP) for Competitive Projects

Bureau / Office

K-12 Education, Bureau of Exceptional Education and Student Services (BEES)

Program Name

Challenge Grant Collaborative Curriculum Project

Specific Funding Authority

2006 General Appropriation Act, line item for Exceptional Education (anticipated funding)

Funding Purpose/Priorities

The purpose of the project is to enhance the academic performance of students who are gifted through the innovative redesign of instruction and collaboration to develop greater knowledge and intellectual skills through challenging activities. Twenty percent of the funds will be allocated to recommended applicants from the thirty-three districts that participate in the Institute for Small and Rural Districts Project.

Total Funding Amount

\$100,000 (anticipated funding)

No more than \$10,000 awarded per project.

Budget Period

July 1, 2006 through June 30, 2007

For state funded programs, the project effective date will be no earlier than the effective date of the legislative appropriation, usually July 1. The ending date can be no later than June 30, of the fiscal year unless otherwise specified in statute or proviso. *Project approval is contingent upon the Governor's signature of approval, for this appropriation, on the General Appropriations Act.*

Program Performance Period

July 1, 2006 through June 30, 2007

Target Population

Florida public schools and school districts serving students who are gifted. Twenty percent of the funds will be allocated to recommended applicants from the thirty-three districts that participate in the Institute for Small and Rural Districts project.

Eligible Applicants

Florida public school districts may each submit up to five applications.

Application Due Date

Proposals are due in Grants Management by the close of business on **January 13, 2006**. Facsimile and email submissions will not be acceptable.

Contact Persons

Program Issues: Donnajo Smith, (850) 245-0478; Suncom 205-0478; Donnajo.Smith@fldoe.org

Technical/Fiscal Issues: Michael Binitie, (850) 245-0498, Suncom 205-0498, Michael.Binitie@fldoe.org

Assurances

The Department of Education has developed and implemented a document entitled, General Terms, Assurances and Conditions for Participation in Federal and State Programs, to comply with:

- 34 CFR 76.301 of the Education Department General Administration Regulations (EDGAR) which requires local educational agencies to submit a common assurance for participation in federal programs funded by the U.S. Department of Education;
- applicable regulations of other Federal agencies; and
- State regulations and laws pertaining to the expenditure of state funds.

In order to receive funding, applicants must have on file with the Department of Education, Office of the Comptroller, a signed statement by the agency head certifying applicant adherence to these General Assurances for Participation in State or Federal Programs. The complete text may be found at <http://www.firn.edu/doe/comptroller/gbook.htm>

School Districts, Community Colleges, Universities and State Agencies

The certification of adherence filed with the Department of Education Comptroller's Office shall remain in effect indefinitely unless a change occurs in federal or state law, or there are other changes in circumstances affecting a term, assurance, or condition; and does not need to be resubmitted with this application.

NARRATIVE SECTION

Narrative Components

- A. Project Abstract:** Summarize your program in **100 words or less**, stating the name of the program, the project intent and expected outcomes. Identify whether this is a school or district proposal. The abstract should be free from abbreviations, acronyms, and organization-specific terminology. Indicate if this project previously received Challenge Grant funds. Include the grade level and number of gifted and non-gifted students to be served. This summary should consist of clear, concise statements that can be used by the DOE for a number of purposes.
- B. Project Need:** Describe the need for the project and provide back-up data as evidence.
1. Describe the **theoretical approach** of the project to **meet the specified outcomes**.
 2. Provide a clear description of how this project will address particular needs of gifted students as well as provide opportunities for an innovative redesign of instruction and advanced levels of student achievement.

3. Describe the **rationale** for offering the proposed program. What particular needs of gifted students and/or teachers is this program designed to meet? How will this program provide opportunities for advanced levels of achievement? Describe how the school or district is currently serving gifted students.
4. What **learning experiences** and **instructional resources** not currently available in the education programs of participating students will be provided?

C. Project Design: Describe measurable objectives, activities and timeline. Describe how the proposed program will be structured and how it facilitates an **innovative redesign of instruction**, including any training necessary for teachers.

1. Cite the **goals and objectives** intended for focus. What will students be expected to accomplish in terms of new knowledge, skills, and abilities?
2. Cite the primary **Sunshine State Standards** that will be addressed in this project.
3. What particular **curriculum content** is to be addressed? What will be taught? Explain how this curriculum is appropriate for the needs of gifted learners.
4. Provide a realistic **timeline** with an instructional outline to indicate ability to implement the project.

D. Program Implementation and Collaboration:

1. Clearly describe the strategies to be used in accomplishing the project goals and objectives.
2. Provide examples of project activities and specific strategies that will lead to student achievement.
3. Explain how the intended **instructional methodology** is appropriate for gifted learners.
4. Clearly justify any **special facilities, equipment, and/or materials required for implementation**.
5. Describe the plan for implementing the project including project objectives, activities, strategies to ensure academic progress, and target population(s).
6. Describe and provide evidence of support for the proposed collaboration.
7. Provide a brief description of **ancillary or supportive services** used to implement the project, as appropriate. Include the specific nature of such services, rationale for the services, the cooperating agencies providing the services, and the financial and administrative responsibility for the services. These supportive services might be provided by, but are not limited to, media specialists, technology specialists, Florida Diagnostic and Learning Resources System staff, etc.

E. Student Population and Personnel: Describe the student population intended as participants and information about all personnel who will be employed by the project or who will make significant contributions.

1. **Student Population:** Clearly describe the **students**, by age and/or grade, who will be taking part in the project. Identify the number of **gifted and non-gifted** and the **proposed impact** the project will have beyond what might be available in a general education classroom or in the current program.
2. **Personnel:** Describe the staff organization for the project, including staff relationships with existing programs and other district staff.
 - a. Specify by position the personnel who will have **administrative responsibility** for this project. List by position title all personnel to be employed by the project or to play a significant role. Describe the **qualifications** of key personnel.
 - b. The amount of **time** to be spent on project activities should be stated as a portion of a full-time equivalent (FTE) for a specific amount of time (e.g., .5 FTE for 12 months, 1.0 FTE

for 3 weeks, or 2 FTE for 10 months each). Specify whether each will be paid out of project funds.

- c. For each person employed by the project (including those providing services under a contract), state the **responsibilities** of the proposed position and required **qualifications**. For key personnel not employed by the project, describe the proposed contributions to project implementation.

F. Support for Strategic Imperatives: Describe how the proposed project will address reading initiatives and incorporate one or more of the Florida State Board of Education (SBE) strategic imperatives. URL: http://www.fldoe.org/meetings/2005_01_18/StratPlanDetails.pdf

G. Dissemination / Marketing: Describe the methods /strategies you will use to disseminate and market information about the project to appropriate populations.

1. Identify the specific **method and/or strategies** that will be used to disseminate project outcomes and information. Consider contacting school district administrators, gifted coordinators (or other persons responsible for gifted, ESE directors, middle school and high school principals, curriculum coordinators, guidance counselors, and superintendents to help disseminate information.
2. Describe any **plans to share the results** with other groups at workshops, meetings, conferences, or posting information on the World Wide Web. Note: Dissemination must include a **written narrative** about the project for inclusion in a DOE publication geared to practitioners.

H. Project Resources: Describe the current existing resources for the project, including facilities, equipment, personnel, and supplies.

1. Describe the **physical facilities, equipment, and educational materials to be used in the program**. Special facilities might include, but not be limited to, science labs, or off-campus facilities. Specify provisions for student use of high technology and automated systems as appropriate. Provide a description of the use of existing physical, material, and personnel resources in the implementation of this project. Provide **justification for any capital outlay item** to be purchased through the project as identified in the budget.
2. Include the overall plan and rationale for the allocation of funds within the budget and a specific **description of how the fiscal and materials resources will be used** in a cost-effective manner to support project implementation.

I. Evaluation: Describe the method(s) for evaluating the project. Describe the provisions for **assessment strategies and criteria using quantitative and qualitative measures** for the measurable evaluation of the stated objectives and assessment of student academic performance. Discuss any plans to **continue the project activities** beyond the funding period.

1. Discuss plans for frequent and on-going evaluation of student academic performance as evidence of academic growth and accomplishment of the program goals and objectives. Objective and subjective measures should be clearly described. How will performance data be used for making project changes and addressing changes in students' educational programs?
2. Identify the methods of project evaluation to determine the success of the program. What data will be collected and compiled to determine the accomplishment of the project?

J. Budget: Present a budget that reflects objectives and proposed costs of the project. Describe other financial support, that been secured, if any.

- K. Overall Program Design:** Summarize and provide a general overview of the intent of the project.
1. Briefly discuss **how the project addresses the stated purposes** of the Challenge Grant Collaborative Curriculum Project.
 2. Provide a brief **summative review** of how the project intends to ensure equal access for all participants with a focus on the priorities of the funding purpose.
- L. Appendix:** An optional appendix may include verification of assertions made in the proposal, explanatory maps, photographs, and illustrations. Include in the appendix any letters of support, or any information or materials related to prior programs.

Scoring Criteria

The scoring criteria for each section of the project narrative are described below. The reviewer will score each section based on the maximum possible points for each section. The total number of points attainable is 100. To be eligible to receive funding, a proposal must attain a minimum of 70 points.

- A. Project Abstract:** Project is described in a brief summary (no more than 100 words). **(Not Scored)**. Project abstract identifies name of the program, project intent and expected outcomes, whether this is a school or district proposal, if this project previously received Challenge Grant funds, number of gifted and non-gifted students to be served and grade level(s).
- B. Project Need:** Need for the project is feasible and supported with proven data, justifying the proposed learning experiences and opportunities for achievement. **(20 points)**
1. Application clearly states the proposed **theoretical approach** intended, with alignment to needs assessment and justification for the specified program as compared with current programs so it is clear the project facilitates an **innovative redesign of instruction**.
 2. Application provides for a clear description of the particular needs of the gifted students to be addressed for advanced levels of student achievement.
 3. The **rationale** sufficiently describes the needs of gifted students and/or teachers and how the proposed program will meet those needs.
 4. Application aptly describes the **learning experiences and instructional resources** that will offered and are not currently available in education
- C. Project Design:** Project objectives are measurable, achievable, and are aligned with project need; activities are aligned with objectives; and the timeline is feasible. **(20 points)**
1. **Goals and objectives** clearly state the knowledge, skills, and abilities students are expected to acquire by the end of the program.
 2. Goals and objectives are clearly **aligned with the Sunshine State Standards**.
 3. **Curriculum content** is appropriate for gifted students, with a faster pace, greater complexity, or alternative strategies.
 4. **Timeline** is realistic with sufficient evidence of applicant's ability to implement the project.
- D. Program Implementation and Collaboration: (20 points)**
1. Project objectives are clearly stated with descriptions of the strategies to be used in accomplishing the project goals.
 2. Examples of **project activities and strategies** are appropriate and clearly lead to student achievement.
 3. **Instructional methodology** is well described and appropriate for gifted students.
 4. There is clear description of and justification for **special facilities, equipment, and materials** required for implementation of the project.

5. The plan for implementing the project is sufficiently descriptive, including project objectives, activities, strategies to ensure academic progress, and target population(s) for achieving program goals and objectives.
6. The proposed **collaboration** is clearly described, with evidence of support.
7. Clear description of **supportive services** is provided and justified.

E. Student Population and Personnel: Program participants and personnel involved in the project are clearly described. **(5 points)**

1. Proposal clearly describes **proposed impact on gifted students**, identified by age and/or grade, with evidence of understanding the target population, specifically familiarity with the **characteristics and needs of gifted learners**.
2. **Personnel** projections clearly address project staff qualifications and responsibilities, sufficient time to be spent on project activities, and funding source.

F. Support for Strategic Imperatives: Project clearly and feasibly addresses reading initiatives and incorporates one or more of the Florida State Board of Education (SBE) strategic imperatives in an effective manner. **(3 points)**

G. Dissemination / Marketing: Methods/strategies to disseminate and market information about the project are thorough and effective. **(4 points)**

1. The **methods and/or strategies** to be used to disseminate information about the program to other educators and audiences are clearly described and appropriate for the intent of the program.
2. The plan(s) for **sharing results** is clearly identified and significant.

H. Project Resources: (5 points)

1. Describes an appropriate use of existing resources, including **physical facilities, equipment, and educational materials to be used in the program**, and clearly justifies any need for intended purchases.
2. Plan fully describes the rationale for the allocation of funds and how the **fiscal and materials resources** will be used in a cost-effective manner.

I. Evaluation: Evaluation methods are comprehensive and likely to be effective. **(10 points)**

1. The evaluation plan clearly describes strategies and criteria using quantitative and/or qualitative measures for the measurable evaluation of stated objectives and assessment of student academic performance. Proposal provides clear evidence of direct and frequent evaluation of student academic performance to keep project on course and evidence growth.
2. Evaluation evidences a clear connection to accomplishment of the stated goals and objectives aligned with the overall impact of the project and outcomes achieved. Strategies are clearly intended to determine the success of the program. Plans to follow up the project activities beyond the program period are clearly addressed.

J. Budget: Project budget presents items that are realistic, appropriate, and clearly reflect proposed project objectives. Budget indicates what other financial support has been secured, if any. **(7 points)**

K. Overall Program Design: Project clearly summarizes and provides a **general overview of the intent** of the proposed project. **(6 points)**

1. Project effectively addresses the **purposes** of Challenge Grant Collaborative Curriculum projects.
2. **Overall quality** of the project's intent with sufficient strategies to ensure equal access for participants with a unique and exceptional approach to the priorities of the competition.

L. Appendix (Not Scored): Optional appendix for verification of assertions made in the proposal with maps, photographs, illustrations, and letters of support or information for previously funded programs.

Reporting Outcomes

- A.** Grantee must send at least one person to a **meeting to review the expectations for evaluation and dissemination**. It will be beneficial to send the person responsible for compiling the narrative and arranging for dissemination. Grant funds may be directed to cover the cost of travel and housing for one contact person to attend the mandatory one-day state meeting to review project evaluation guidelines as described in the application packet. Failure to have a representative attend may impact future Challenge grant funding to the district.
- B.** Dissemination must include a written narrative about the project for inclusion in a DOE publication geared to practitioners. It may also include additional printed materials, informational workshops, or meetings, information on the World Wide Web, or presentations at state and area conferences or school faculty meetings. By **June 30, 2007**, project coordinators must complete and submit the written narrative using the format attached in this RFP packet (see Project Summary), which will include a project evaluation, to:
- ESE Program Development and Services/Gifted Challenge Grants
Bureau of Exceptional Education and Student Services
Florida Department of Education
325 West Gaines Street, Room 601
Tallahassee, FL 32399-0400

Funding Method

Quarterly Advance to Public Entity - For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.

Fiscal Requirements

- Supporting documentation for expenditures is required for all funding methods. Examples of such documentation include: invoices with check numbers verifying payment, and/or bank statements; all or any of which must be available upon request.
- All funded projects and any subsequent amendments are subject to the procedures outlined in the Department's *Project Application and Amendment Procedures for Federal and State Programs* (Green Book) and in the *General Assurances for Participation in Federal and State Programs*, located in the Green Book, which can be accessed on-line at <http://www.firn.edu/doe/comptroller/gbook.htm>. This document is an overview of grantor and grantee responsibilities and is not inclusive of all requirements.
- The Challenge Grant Collaborative Curriculum funds are intended primarily for curriculum development, instructional planning, and the implementation of redesigned, innovative curriculum.

Funds may also be used for professional development and instructional resources not currently provided by the school district that are necessary to meet instructional objectives.

- Allowable expenditures include the costs associated with appropriate staff for administering the project, office materials and supplies, and all other relevant costs associated with the administration of this project (travel reimbursement, meeting room rentals, consultant fees, printing, conference registration fees, etc.).
- Non-allowable expenditures include any capital or facility improvements, entertainment, refreshments (food or beverages), social or promotional activities or materials such as tee shirts, certificates, social events, group photographs, refreshments, plaques and decorative items. Indirect costs may not be charged to the Challenge Grant Collaborative Curriculum budget.
- No funds may be obligated prior to the approved budget period or after the project period ends.
- Project funds may not be used to purchase furniture or equipment without written approval from the BEESS. At the option of BEESS, any equipment purchased with Challenge Grant Collaborative Curriculum funds may become the property of the DOE upon termination of the project.
- As required by Florida law, section 1010.20, F.S., school districts must expend a minimum of 90% of the funds generated for exceptional student education programs through the Florida Education Finance Program (FEFP) for school-level costs aggregated for all such programs. In addition, such costs must be reported in accordance with requirements of this law, Florida Education Finance Act of 1973, and procedures defined in the *Financial and Program Cost Accounting and Reporting for Florida Schools*, (Red Book).
- All project recipients must submit a completed DOE 399 form, Final Project Disbursement Report, by the date specified on the DOE 200 form, Project Award Notification, and return any unexpended general revenue funds by check issued to the DOE.

Notice of Intent-to-Apply

The due date to notify the contact person of intent-to-apply is **December 30, 2005**. Send the notification by e-mail to Donnajo.Smith@fldoe.org and include an e-mail address. Providing the intent-to-apply is not required for an application to be considered, but assists the applicant by assuring receipt of answers to frequently asked questions and competition updates. Conversely, eligible organizations which file an intent-to-apply are not required to apply.

Method of Answering Frequently Asked Questions or Providing Changes

The last date that questions will be answered is **January 5, 2006**. Any questions, changes in dates, clarifications or addenda to the Request for Proposals will be addressed via e-mail contact to all who file an intent-to-apply.

Conditions for Acceptance

- 1) Application is received within DOE by the close of business on the due date.
- 2) Application includes required forms: DOE 101-Budget Narrative and DOE 100A-Application
- 3) All required forms have original signatures by authorized entity
- 4) Application must be submitted to:
Office of Grants Management
Florida Department of Education
325 W. Gaines Street, Room 325
Tallahassee, Florida 32399-0400

NOTE: Applications signed by officials other than the appropriate agency head must have a letter signed by the agency head, or documentation citing action of the governing body delegating authority

to the person to sign on behalf of said official. Attach the letter or documentation to the DOE 100A when the application is submitted.

- *Note:* Please indicate the title of the program and school district in Box A of the DOE 100A.
- Applicant must submit **one original and four copies** of a project proposal that consists of the required forms and narrative.
- The narrative must be prepared in the order cited in Narrative Components, using a 12-point font, 1” margins, and single-sided typed 8.5 X 11-inch sized pages. Pages should be numbered and a Table of Contents is recommended.
- Grants forms DOE 100A and DOE 101 may be accessed in PDF format at the following BEESS web link: <http://www.firn.edu/doe/commhome/granhome.htm>. If using the forms from this web link, applicant must insert the correct TAPS Number on the DOE 100A and on the DOE 101 inside the top, right box of each form.

Method of Review

Proposals will be subject to technical review by the DOE and content review by a committee representing school district programs and personnel understanding the special needs of gifted students. It is anticipated that applicants will be notified of the review outcomes before or during May, 2006.

Program proposals will be evaluated and recommended for funding based on:

- Score received, based on the Scoring Criteria stated in this RFP,
- A geographic distribution across the state,
- An allocation of 20% to applicants from the ISRSD as described in Target Population on page 1.

Attachments to the RFP

- Project Application Form (DOE 100A)
- Budget Narrative Form (DOE 101)
- Additional Assurances – All Projects
- Project Summary

TAPS Number
07C041

FLORIDA DEPARTMENT OF EDUCATION Project Application

Please return to: Florida Department of Education Bureau of Grants Management Room 325, Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0498 Suncom: 205-0498	A) Program Name: <h3 style="text-align: center;">Challenge Grant Collaborative Curriculum Project</h3> <u>Title of Program:</u> <u>School District:</u>	DOE USE ONLY Date Received
B) Name and Address of Eligible Applicant:		Project Number (DOE Assigned)
C) Total Funds Requested: \$ _____ <div style="background-color: #e0e0e0; padding: 5px; text-align: center;">DOE USE ONLY</div> Total Approved Project: \$ _____	D) Applicant Contact Information	
	Contact Name: _____	Mailing Address: _____
	Telephone Number: _____	SunCom Number: _____
	Fax Number: _____	E-mail Address: _____
CERTIFICATION		
<p>I, _____, (Please Type Name) do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of general assurances and specific programmatic assurances for this project. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.</p> <p>Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.</p>		
E) _____ <div style="text-align: center;">Signature of Agency Head</div>		



Instructions for Completion of DOE 100A

- A. If not pre-printed, enter name of the program for which funds are requested.
 - B. Enter name and mailing address of eligible applicant. The applicant is the public or non-public entity receiving funds to carry out the purpose of the project.
 - C. Enter the total amount of funds requested for this project.
 - D. Enter requested information for the applicant's contact person. This is the person responsible for responding to all questions regarding information included in this application.
 - E. **The original signature of the appropriate agency head is required.** The agency head is the school district superintendent, university or community college president, state agency commissioner or secretary, or the president/chairman of the Board for other eligible applicants.
- **Note:** Applications signed by officials other than the appropriate agency head identified above must have a letter signed by the agency head, or documentation citing action of the governing body delegating authority to the person to sign on behalf of said official. Attach the letter or documentation to the DOE 100A when the application is submitted.



A) _____
 Name of Eligible Recipient:
 B) _____
 Project Number: **(DOE USE ONLY)**

TAPS Numbers
07C041

Florida Department of Education
Budget Narrative Form
Challenge Grant Collaborative Curriculum Project

(1) FUNCTION	(2) OBJECT	(3) ACCOUNT TITLE AND NARRATIVE	(4) FTE POSITION	(5) AMOUNT
C) TOTAL				\$

Instructions
Budget Narrative Form

This form should be completed based on the instructions outlined below, unless instructed otherwise in the Request for Proposal (RFP) or Request for Application (RFA).

A. Enter Name of Eligible Recipient.

B. (DOE USE ONLY)

COLUMN 1

FUNCTION: SCHOOL DISTRICTS ONLY:

Use the four digit function codes as required in the Financial and Program Cost Accounting and Reporting for Florida Schools Manual.

Column 2

OBJECT: SCHOOL DISTRICTS:

Use the three digit object codes as required in the Financial and Program Cost Accounting and Reporting for Florida Schools Manual.

COMMUNITY COLLEGES:

Use the first three digits of the object codes listed in the Accounting Manual for Florida's Public Community Colleges.

UNIVERSITIES AND STATE AGENCIES:

Use the first three digits of the object codes listed in the Florida Accounting Information Resource Manual.

OTHER AGENCIES:

Use the object codes as required in the agency's expenditure chart of accounts.

COLUMN 3 - ALL APPLICANTS:

ACCOUNT TITLE: Use the account title that applies to the object code listed in accordance with the agency's accounting system.

NARRATIVE: Provide a detailed narrative for each object code listed. For example:

- **SALARIES** - describe the type(s) of positions requested. Use a separate line to describe each type of position.
- **OTHER PERSONAL SERVICES** – describe the type of service(s) and an estimated number of hours for each type of position. OPS is defined as compensation paid to persons, including substitute teachers not under contract, who are employed to provide temporary services to the program.
- **PROFESSIONAL/TECHNICAL SERVICES** - describe services rendered by personnel, other than agency personnel employees, who provide specialized skills and knowledge.
- **CONTRACTUAL SERVICES AND/OR INTER-AGENCY AGREEMENTS** - provide the agency name and description of the service(s) to be rendered.
- **TRAVEL** - provide a description of each type of travel to be supported with project funds, such as conference(s), in district or out of district, and out of state. Do not list individual names. List individual position(s) when travel funds are being requested to perform necessary activities.
- **CAPITAL OUTLAY** - provide the type of items/equipment to be purchased with project funds.
- **INDIRECT COST** - provide the percentage rate being used. Use the current approved rate. (Reference the DOE Green Book for additional guidance regarding indirect cost.)

COLUMN 4 – MUST BE COMPLETED FOR ALL SALARIES AND OTHER PERSONAL SERVICES.

FTE - Indicate the Full Time Equivalent (FTE based on the standard workweek for the type of position) number of positions to be funded. Determine FTE by dividing the standard number of weekly hours (e.g., 35 hours) for the type of position (e.g., teacher aide) into the actual work hours to be funded by the project.

COLUMN 5

AMOUNT - Provide the budget amount requested for each object code.

C. TOTAL - Provide the total for Column (4) on the last page. Must be the same amount as requested on the DOE-100A or B.

ADDITIONAL ASSURANCES – ALL PROJECTS**Fiscal Agency:**
(Name of School District)

Submission of this application hereby assures that the applicant and all participating districts will implement the project consistent with the following requirements:

- Assurance is hereby provided that project funds will not be used to purchase furniture or equipment without prior written approval from the BEESS. Upon termination of the project, at the option of the BEESS, all equipment purchased with project funds will be transferred to the location(s) specified by the BEESS, and all necessary property records actions will be taken to transfer ownership to the DOE or its designee.
- Assurance is hereby provided that the fiscal agent for this project accepts responsibility for implementing all project activities as specified in this application or subsequent amendments, specifically including those of a regional or statewide nature. The fiscal agent will ensure that activities essential to project effectiveness including, but not limited to, reimbursement of travel expenses for persons from other districts/agencies, employment of substitutes for teachers in other school districts, or payment of consulting fees for persons to provide services to other school districts will be implemented in an efficient and timely manner.
- Assurance is hereby provided that the project agrees to collaborate with other entities (i.e., other agencies, districts, organizations, and other projects) during the project year under the direction of BEESS staff.
- Assurance is hereby provided that products developed for statewide dissemination will be submitted to content and policy review by the BEESS prior to any distribution for other than awareness, field-test, or validation purposes. This fiscal agent will ensure that product developers adhere to policies and procedures set forth in “Guidelines for Project Publications,” available from the BEESS Clearinghouse Information Center. The applicant will allow a minimum of four weeks for the BEESS to complete the content and policy review of any product, and will also allow sufficient time to make required revisions, have the revisions verified by the BEESS, and have the final document reproduced.
- Assurance is hereby provided that any products produced by or developed in connection with these projects remain the exclusive property of the State of Florida, unless ownership has been explicitly waived. Products include all print, audio-visual, computer programs, and Internet websites fully or partially developed with project resources (fiscal and personnel resources). Such products must be pre-approved by the designated contact person and must contain a funding statement acknowledging the use of federal funds for development and dissemination. Questions regarding product development, ownership, or funding statements should be directed to Arlene Duncan, Supervisor, Clearinghouse Information Center at 850/ 245-0477; or E-mail: Arlene.Duncan@fldoe.org.
- Assurance is hereby provided that fees will not be charged for any service provided under the auspices of the project without prior written approval of the BEESS.

Challenge Grant for the Gifted
Collaborative Curriculum Projects
2006-07 Project Summary

As stated in the Request for Proposals for the Collaborative Curriculum Projects Challenge Grant, each Project Coordinator must submit to the DOE a written narrative about the project. This narrative must describe the project components as outlined below, and will be included in a DOE publication for dissemination to Florida’s school districts. Please submit your project summary upon completion of the project but no later than **June 30, 2007**, to ESE Program Development and Services/Gifted Challenge Grants, Florida Department of Education, 614 Turlington Building, 325 W. Gaines Street, Tallahassee, FL 32399-0400.

School District: _____

Project Title: _____

Project Rationale & Goals

Project Implementation

- Program Content and Activities (What was taught? How was it taught? What learning experiences were provided? How was this a redesign of instruction?):

- Sunshine State Standards Addressed (List and cite only specific Sunshine State Standards that were the **primary** focus of the project)

Nature of the Collaboration (Collaboration is defined by The American Heritage Dictionary [1985, 2nd edition] as working together in a joint intellectual effort. This requires intellectual engagement beyond audience participation. What were the collaborative activities? What was the purpose for the collaboration?):

- Participants (Who participated in the project?):

Participants	Number	Participants	Number
Gifted students		Gifted teachers	
General education students		General education teachers	
ESE students		ESE teachers	
Administrators		Parents	
Florida Assistance Plus participants		Other participants	
Community members		Total number of participants	

- Student Population (How many gifted students? At what grade level(s)?)

- Personnel (Describe the staff involved in the project):

Program Evaluation

- Assessment of **student performance** (**How** were students assessed? What were the assessment **results** and how did they align to measurable goals? What was the impact on participants?):

- **Project evaluation** (**How** was the project evaluated? What were the evaluation **results**? Identify why or why not outcomes were achieved. Describe any continuation plan.):

Budget (What was the total program budget and how was it used?):

Dissemination Activities: (How and when will information and results of the program be shared?)

Contact Person:

Name:

Position:

Phone:

Address:

Fax:

E-mail: