



FLORIDA DEPARTMENT OF EDUCATION

Request for Proposal/Application

I. GRANT OVERVIEW (provides the following key information relative to the allocation):

Division/Office	Division of K-12 Education	
Title	Better Educated Students and Teachers (BEST) Florida Teaching Salary Career Ladder Pilot Program	
Specific Funding Authority(ies)	General Appropriations Act 2003-2004 Specific Appropriation 64A Principal State School Trust Fund (\$25,000,000)	
Funding Purpose	The purpose of the grant is to begin the salary career ladder pilot initiative to restructure and improve schools while providing teachers with multiple career paths and highly differentiated responsibilities. Broad salary ranges should be established to provide flexibility and reward performance. These requirements are further delineated in s.1012.231, F.S. (See Attachment A).	
Funding Priorities	Priority will be given to district proposals that maximize teacher compensation by coordinating elements from multiple fund sources.	
Support for Reading Initiative	Well-prepared administrators and teachers will understand their roles as instructional leaders, including the need for focused reading instruction for all students.	
Reporting on Outcomes	A summary report is due to the Department of Education by July 31, 2004.	
Dissemination and Marketing Plan	Articles will be published in the Department of Education publications and local print media, and will be distributed to appropriate populations. Examples of model programs will be shared throughout the state to highlight innovations.	
Target Population	Florida pilot school districts.	
Eligible Applicants	Districts and schools therein that successfully demonstrate a commitment to fully and most feasibly implement the spirit and intent of the Florida BEST Teaching Salary Career Ladder Pilot Program delineated in s. 1012.231, F.S.	
Type of Award	Discretionary competitive	
Total Funding Amount	\$25,000,000 is provided for grant awards for the BEST Florida Teaching Salary Career Ladder Pilot Program.	
Funding Period	Upon approval – June 30, 2004	
Technical Support	David Ashburn DAVID.ASHBURN@FLDOE.ORG (850) 245-0438	Ruthe R. Hardy RUTHE.HARDY@FLDOE.ORG (850) 245-0562
Required Forms	<ul style="list-style-type: none"> • Project Application Summary FORM DOE 100 A (See Attachment B) • Budget Recap and Description FORM DOE 101 (See Attachment C) 	
Application Due Date	October 1, 2003	

II. FEDERAL REQUIREMENTS

N/A

III. STATE REQUIREMENTS

In order to receive funding, applicants must have on file with the Department of Education, Office of the Comptroller, a signed statement by the District Superintendent 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/bin00007/gbook.htm>. (A hard copy is available upon request).

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.

Program Narrative

Please complete the Application for the BEST Florida Teaching Salary Career Ladder Pilot Program Narrative Report (see Attachment D). Please limit your narrative to 20 pages using 12 point font. Requested enclosures are not subject to this requirement.

Program Commitment Form

Please complete the Program Commitment Form and obtain the appropriate signatures (Attachment E).

Developing the Budget

The grant application must include the completed DOE 101. Items other than salaries and fringe benefits require additional justification. Such items are subject to negotiation and separate approval, and may not be accepted as part of the application. All items must include a detailed description for each budget item by category (see Attachment C/DOE 101).

Reporting

By January 31, 2004, a report must be submitted to the Department of Education that specifies the number of participating teachers identified at each of the four career ladder levels. The report must include both district and school-level data.

By July 31, 2004, a final report must be submitted to the Department of Education providing a summary of project activities, including data used to measure the success of implementing the program.

These reports may be submitted electronically or mailed to the technical support provider(s) listed on page one of this document.

IV. FISCAL REQUIREMENTS

The project will be funded subsequent to approval and total funds disbursed no later than March 1, 2004.

The grant application must include the completed DOE 101, including a description for each budget item by category (see Attachment C/DOE 101).

Any further reports required by the DOE Comptroller's Office will be specified in the Project Award Notification.

One-half of the grant award will be allocated subsequent to approval and the balance distributed no later than March 1, 2004.

V. APPLICATION REVIEW CRITERIA

Grants will be reviewed and awarded based upon specific criteria (see Attachment F & G).

VI. APPLICATION PROCEDURES

What to Submit

One original application with original signatures as well as 3 copies.

Conditions for Acceptance

To be accepted for further consideration, the application submitted to the Department must include a completed DOE 100A (See Attachment B) with the original signature of the District Superintendent.

Authorization Letter: *If the signature on the DOE 100A is other than that of the superintendent or president/chairman of the board, a letter authorizing that individual to sign **MUST** be submitted with the application.*

Applications must be received by 5:00 p.m. E.D.S.T. by the due date listed below.

Where to Submit

Bureau of Grants Management
Florida Department of Education
325 West Gaines Street, Room 332
Tallahassee, Florida 32399-0400

Due Date

October 1, 2003

A Project Award Notification Form will be forwarded immediately upon completion of the review and approval of the project.

Attachments

- (A) Statutory Authority
- (B) Project Application (DOE 100A)
- (C) Budget Description Form (DOE 101)
- (D) Application for the BEST Florida Teaching Salary Career Ladder Pilot Program Grant
- (E) Commitment Form
- (F) Application Scoring Rubric
- (G) Review Committee Selection Process