



# 2019-2020 Performance, Innovation, and Improvement Grant Application

## OVERVIEW OF THE GRANT AND APPLICATION

The Ohio Council of Community Schools (OCCS) is pleased to announce grant opportunities for governing authorities of currently authorized schools that wish to implement research-based or innovative initiatives leading to high-quality educational outcomes for students. These funding opportunities are intended to support schools in meeting or exceeding the goals outlined in their Performance and Accountability Plan, or to help fund the implementation of initiatives designed to improve student engagement and retention. Interested partners are encouraged to submit an application that clearly highlights the vision and possibilities associated with proposed programs which provide for high quality educational outcomes for students and families.

Preference will be given to applications emphasizing student academic growth and which demonstrate the ability to implement the grant with fidelity.

### Application Submission and Award Timeline

Completed Performance, Innovation, and Improvement Grant applications should be submitted electronically to Matthew Trzcinski at [grants@ohioschools.org](mailto:grants@ohioschools.org).

To be eligible for the fall award cycle, completed applications and supporting documentation must be received by **August 28, 2019**.

Completed applications will be reviewed by OCCS staff and, if the criteria below are met, the application will be forwarded to the OCCS External Affairs and Initiatives Committee for review. OCCS will notify the applicant of their status by October 1, 2019.

Once the Committee has reviewed the application, OCCS will send an award or denial letter to the contact individuals. Since each grant is an award between OCCS and the governing authority of the school, if a grant is awarded, there will be additional instructions about the monitoring and reporting on the initiative in the letter. Once awarded, the grant recipient has 90 days to implement the initiative or it is subject to forfeiture. Furthermore, OCCS will expect an agenda item discussing the implementation and outcomes of awarded grants twice during the 2019-2020 school year.

## Application Components

Schools are asked to include information about the initiative in the following five categories:

1. Description of Initiative and Current Needs;
2. Description of Intended Outcomes and Evaluation Plan;
3. Project Plan and Timeline;
4. Capacity to Implement; and,
5. Budget.

Included below is a brief description of each section with guiding statements and questions. Please note, these statements and questions are meant to help focus the responses and are examples of what should be included.

Submitted applications must align to the goals and outcomes of the school's Performance and Accountability Plan. As an alternative, sponsored programs already meeting a majority of the goals in their current Performance and Accountability Plan may apply for funding which will enable them to improve their innovation and academic achievement.

Please limit the length of the entire application to five to ten pages.

## Scoring the Applications

Multiple OCCS staff members will score the application and scores will serve as the foundation for a recommendation for funding to the OCCS External Affairs and Initiatives Committee.

The rubric attempts to provide applicants with an idea of the breadth and depth of information which will be required to achieve funding success. Successful applicants should strive to have an average score of "2" throughout each scored section.

The scoring rubric outlines expectations for the application and explains the various scores given in each section. The responses for each component will receive a score in alignment with the following:

**Exceeds Standard (3 Points):** The response meets criteria for a rating of "2" below and also creates a compelling case for support. Where appropriate, data are effectively used to augment the response and create an overwhelming understanding of the information provided. Respondents "go the extra mile" in responding to the question and leave no doubt to the sufficiency of the information provided.

**Meets Standard (2 Points):** The response meets expectations, is clear and thorough and can be easily aligned with the information sought by the question. The respondent appropriately uses data and supplemental information to link the response with information provided in other areas of the grant application. The information provided is complete and supports the mission and goals of the school.

**Does Not Meet Standard (1 Point):** The response does not clearly address the question or provide a sufficient amount of information. The response may use data, however its relationship to the proposed outcome or to the question is unclear. There is little relationship with other components of the application or information provided. The information provided by the response does not support the overall intent of the application.

**Falls Far Below Standard (0 Points):** Information provided was either incomplete or not included in the submission of the document. Little to no use of data was present to support the response and there was no compelling case for the consideration of the information as it relates to the overall project proposal.

## Contact Information

Responses should include a list of the primary point of contact for the school (administrator overseeing the funding proposal) as well as the governing authority. Contact information should include the role of the individual as well as phone, email, address, and fax numbers, as applicable.

## Section One: Description of Initiative and Current Needs

Responses should provide a high-level overview of the proposed initiative and current academic programs as well as culture at the community school. Applicants should address the following:

- A. What are the school's current needs? Provide specific data (e.g., academic, special education, financial, compliance, governance, etc.) to illustrate them.
- B. What is the proposed initiative? How does the initiative address the school's current needs?
- C. How will the school's mission be realized through the implementation of the initiative? What evidence and relevant, comprehensive data demonstrates alignment to the mission and vision?
- D. Description of the current and past improvement initiatives. Were these efforts effective? Why or why not?

## Section Two: Description of Intended Outcomes and Evaluation Plan

Responses should include an evaluation plan outlining the intended outcomes. Applicants should address the following:

- A. How will the initiative help the school meet the goals in the charter contract or Performance and Accountability Plan?
- B. What is the anticipated impact of the proposed project on increasing student achievement or operational performance?
- C. How does the proposal enhance or support current initiatives?

- D. Are there any grant matching or supplemental efforts from additional partners? How will these efforts be integrated into this proposal effectively?
- E. How will the initiative's effectiveness be evaluated?
- F. How does the school plan to report to the governing authority and OCCS about the implementation, results, and outcomes of the initiative?
- G. Through implementing this initiative, how will the school be enhanced? This may be addressed through the school's mission, intended outcomes, and/or Performance and Accountability Plan.

### Section Three: Project Plan and Timeline

Responses must include a brief project narrative plan and a description of the project timeline for implementing the initiative.

- A. The project plan should include the process used to execute the proposed plan and the specific roles and responsibilities of individuals involved in program implementation.
- B. The timeline should address what happens if the grant is awarded, and include information regarding purchasing, professional development, and any phases of implementation.

### Section Four: Capacity to Implement

Applicants must clearly demonstrate the capacity to implement the initiative. Relevant data to substantiate this capacity must be provided and should include:

- A. Description of the planning process used to identify established needs, methods already used to begin achievement of each goal and visions for sustainability after grant funding ends. Please also describe efforts that have already been implemented, and what professional development and trainings have occurred or will occur; and,
- B. Current or planned partnerships, if relevant, that addresses similar goals and/or in-kind contributions for school.
- C. An explanation of the initiative's sustainability after the grant cycle.

### Section Five: Budget

Complete the table provided and detail how the funds will be expended. Important items to note:

- The items included in the Budget must align with the proposed initiative and should be discussed throughout the application. A clear connection between the listed items and the application should exist.
- Evidence of pricing (direct quotes from vendors) must be provided for each item.

# Budget

	Item with Explanation	Item Cost	Quantity	Total Cost
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
<b>TOTAL COST OF THE INITIATIVE:</b>				
<b>OTHER FUNDING RESOURCES:</b>				
<b>TOTAL BEING REQUESTED FROM OCCS:</b>				