September 25, 2019

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey
      State Superintendent of Education

RE: Gifted Education Program - Act No. 2019-403 and ETF Budget Fiscal Year (FY) 2020

For the 2019-2020 school year, the Alabama Legislature set aside $3.75 million annually for gifted education and each local education agency (LEA) receives funding based on child count. According to Act No. 2019-403, the Alabama State Department of Education (ALSDE) will offer grants to LEAs for the purpose of developing new advanced educational and specialized programs for gifted or talented children. For the 2019-2020 school year, the cumulative disbursement will be based on a $3 million budget allocation. The remaining $750,000 will be awarded to LEAs through a competitive grant process.

The ALSDE will award available grants to public schools for the purpose of initiating new programs or continuing existing programs to offer advanced and specialized educational services to gifted or talented children. There will be 25 grant awards of $30,000 each. The appropriate LEA must match local funds up to five percent (5%) of any grant funds awarded by the ALSDE under this act.

To access the enclosed Application for Gifted and Talented Students Education Program, go to the website at: https://www.alsde.edu/sec/ses/Pages/fiscalinformation-all.aspx?navtext=Fiscal%20Information.

If you have any questions, please contact Mrs. Emily P. Hurst at 334-694-4782.

EGM/EPH/MP

Enclosure

cc: City and County Special Education Coordinators
   City and County Gifted Coordinators
   Dr. Daniel Boyd
   Dr. Elisabeth Davis
   Mr. Andy Craig
   Ms. Crystal Richardson
   Mrs. Erika Richburg
   Ms. Alicia Hodge
   Mrs. Emily P. Hurst

FY19-2148
APPLICATION PACKAGE
FOR
GIFTED AND TALENTED STUDENTS
EDUCATION PROGRAM

Authorized under Alabama
Act No. 2019-403

2019-2020

These instructions are provided to help prepare a grant application/proposal for gifted and talented programs for students in Grades K-12. Specific instructions are provided for key features and proposal requirements. If you have any questions, please contact Mrs. Emily P. Hurst at 334-694-4782 or email at ehurst@alsde.edu.
GRANTS FOR GIFTED AND TALENTED EDUCATION
Background and Guidelines for Applications
2019-2020

Authorizing Statute: Based on recent legislation, Act No. 2019-403, the Alabama State Department of Education (ALSDE) will offer grants to local education agencies (LEAs) for the purpose of developing new advanced educational and specialized programs for gifted and talented children.

Appropriation: $750,000 for FY20

Who is Eligible to Apply: All Alabama public school systems.

Funding Availability: The maximum award for an applicant is $30,000.

Deadline for Grant Application: 4:00 p.m. on October 30, 2019

Application Form

Application Information, Instructions and Requirements

A. Purpose: The purpose of this grant is to support public schools in the development of new advanced educational and specialized programs or continuing programs for gifted and talented students in Grades K-12.

B. Grant Criteria: The grant will be funded based on consideration of the following criteria:
   a. Grants should be awarded to programs specifically targeted at gifted and talented students that meet the Alabama Administrative Code (AAC) criteria.
   b. The quality of the proposed curriculum and personnel is a primary concern.
   c. Preference is given to programs that are offered during the traditional school day or, alternatively, to programs that provide afterschool transportation.
   d. Preference is given to students from traditionally underserved populations.
   e. All programs awarded grants pursuant to this act must provide a means for assessing the impact of the program on participating students' academic growth.
   f. The local board of education shall match up to five percent (5%) of any grant funds awarded by the Department under this act.

C. Grant Application Procedures: The following procedures will be implemented:

   • Grant applications must be received no later than 4:00 p.m. on October 30, 2019.
   
   • Grant applications must be submitted electronically and electronic signatures will be accepted. The grantee must confirm that the electronic file was received. Applicants will be notified if the grant application requires additional information via hard copy.
   
   • Grant applications will be reviewed and scored within four weeks of the receipt of the grant application.
• A minimum of three reviewers will read and score each grant using a rubric based on the requirements of each grant.

• Grant applications submitted after available grant funds have been expended will not be read or scored. Applicants will be notified that all funds have been expended and that they may reapply during the next grant cycle.

• Grant applications submitted after the specified timeline will not be accepted and will be returned to the applicant along with a standard letter of explanation.

• Grant applications that do not meet the specified grant requirements will not be accepted and will be returned to the applicant along with a letter of explanation.

D. Application Timeline: Eligible applicants must submit a completed electronic application by **4:00 p.m. on October 30, 2019.**

The following is a tentative timeline for grant deadlines.

<table>
<thead>
<tr>
<th>Tentative Timeline</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Deadline</td>
<td>October 30, 2019 by 4:00 p.m.</td>
</tr>
<tr>
<td>Application Review Deadline</td>
<td>November 7, 2019</td>
</tr>
<tr>
<td>Acceptance Notification</td>
<td>November 15, 2019</td>
</tr>
<tr>
<td>Funds Available for Use</td>
<td>November 15, 2019</td>
</tr>
<tr>
<td>Deadline for Project Completion</td>
<td>June 30, 2020</td>
</tr>
<tr>
<td>Final Analysis and Evaluation Deadline</td>
<td>August 5, 2020</td>
</tr>
</tbody>
</table>

**Note:** A grant shall be made for a single year, with the rebuttable presumption that the grant will be renewed for a single additional year contingent upon available funding.

E. Award Conditions: Funds for the project must be expended by September 30, 2020.

F. Reporting Requirements: A final analysis and evaluation must be submitted that summarizes the outcomes and Evidence of Success that is documented in the Evaluation.

G. Rejection of Proposals: The ALSDE reserves the right to reject any and all proposals as a result of this announcement and will do so if the proposal does not adhere to funding specifications or application preparation instructions.
Proposal Summary

Briefly describe your project
What are you planning to do, and how are you planning to do it? Provide a brief summary of the proposal that describes the local student needs to be addressed, student outcomes of the project, student learning opportunities and how these opportunities connect to the Alabama Gifted Standards and Student Outcomes, how you intend to spend the funds if awarded the grant, and how it will help you achieve your desired outcomes (you will include specifics in the Budget Section).

Is this a new project or an expansion of an existing project?

Have you received a Grants for Gifted and Talented Education in the past?

Project Description

A. Create a Needs Statement: Identify the student needs the proposed project will address.

   Explain why this project is a critical need for your students. Identify the student needs the proposed project will address.
   - Describe current conditions for student achievement/performance/opportunities in local school districts. Use multiple sources of evidence to identify the current conditions.
   - Describe the desired student outcomes. For example: What level of student achievement/performance is desirable? What learning opportunities should be available?
   - State the goals and objectives that address the needs for the program.

B. Student Outcomes and Evidence of Success
   - State the target goal(s) (rate) of student success.
   - Identify the specific area of student growth that will resolve the gaps (i.e., result in the desired conditions) in the Needs Statement.
   - State the source of evidence that will be used to determine to what degree the student outcomes are met. Examples of student outcomes and evidence of success are:
     o Eighty-five percent of students participating in the project will improve their ability to support claims with clear reasons and relevant evidence by one level on the Project Writing Rubric.
     o Ninety percent of participating students will demonstrate strengthened communication skills by comparing a pre-administration and post-administration of the Leadership Assessment Inventory.

C. Student Learning Opportunities
   - What are the learning opportunities? How do they result in the student outcomes?
   - How are they systematic and continuous (rather than a single event)?
   - How do they connect to the Alabama Gifted Standards and Students Outcomes?
   - How do they represent opportunities now already available in the school or system (creativity and/or innovation)?

D. School and Student Participants
   - Name the schools that will participate in the proposed project.
   - How many students will participate in each learning opportunity in the proposed project?
   - Describe the process and procedures used to identify these schools and students.
E. **Project Implementation Plan:** Complete the form included in the application package to provide details for each of the identified student outcomes from Section B and the associated learning opportunities from Section C. Include the estimated costs, a detailed timeline, and the person or position responsible for leadership and implementation for each aspect of the project.

F. **Sustainability:** Explain how the project will build school capacity to sustain services for students with gifts and talents.

G. **Evaluation:** Complete the form included in the application package to provide a detailed plan for assessing the degree to which each student outcome was met.

- List each student outcome in a separate row.
- List all evidence that will be used to determine the degree to which each student outcome was met (this is the evidence of success).
- Describe how the project will demonstrate opportunities and/or lasting benefits for students.
- Describe how the evidence will be analyzed (e.g., compare pre-/post-administration of Leadership Assessment Inventory; analyze teacher observations for patterns in student solutions to problems, triangulate responses from peer review, teacher review, and student self-review).
- Identify the person or position responsible for collecting and analyzing the evidence.

H. **Budget:** There are two steps to this section.

- First, provide a **detailed budget narrative** for the proposed project in this section of the application. Clearly show how project costs were calculated. Use state guidelines for expenditures, including mileage and meals.
- Then, complete the separate **Budget Summary** form provided on the last page of the application package.
I. GENERAL INFORMATION

Applying Institution or Organization

<table>
<thead>
<tr>
<th>Descriptive Project Title</th>
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<table>
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<tr>
<th>Project Director</th>
<th>Title</th>
<th>Phone Area/No.</th>
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<table>
<thead>
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<th>Zip Code</th>
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II. GRANT REQUEST

Total Amount Requested | Date Submitted Mo./Day/Yr.

III. ORGANIZATION INFORMATION

Name of Program Director (Type/Print) | Name of Chief School Financial Officer (CSFO) (Type/Print)

Name of LEA Superintendent (Type/Print)

IV. CERTIFICATION BY AUTHORIZED OFFICIALS

THE APPLICANT CERTIFIES that to the best of his/her knowledge the information in this application is correct, that the filing of this application is duly authorized by the governing body of this organization, or institution, and that the applicant will comply with the attached statement of assurances.

Signatures of Authorized Officials:

<table>
<thead>
<tr>
<th>Program Director</th>
<th>Date</th>
<th>State Superintendent of Education</th>
<th>Date</th>
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<tr>
<th>Chief School Financial Officer (CSFO)</th>
<th>Date</th>
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<thead>
<tr>
<th>LEA Superintendent</th>
<th>Date</th>
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</table>
V. STATEMENT OF ASSURANCES

A grant shall be made for a single year and renewed for a single additional year contingent upon available funding and appropriate program evaluation. Grants shall be awarded upon consideration of all of the following criteria:

a. Grants should be awarded to programs specifically targeted at gifted and talented children that meet the Alabama Administrative Code (AAC) criteria.

b. The quality of the proposed curriculum and personnel is a primary concern.

c. Preference is given to programs that are offered during the traditional school day or, alternatively, to programs that provide afterschool transportation.

d. Preference is given to students from traditionally underserved populations.

e. All programs awarded grants pursuant to this act must provide a means for assessing the impact of the program on participating students' academic growth.

f. The appropriate local board of education must match local funds up to five percent (5%) of any grant funds awarded by the department under this act.

VI. PROPOSAL SUMMARY

In the space below, provide a summary of the proposal that describes the local student needs to be addressed, student outcomes of the project, student learning opportunities and how these opportunities connect to the Alabama Gifted Standards and Student Outcomes, how you intend to spend the funds if awarded the grant, and how it will help you achieve your desired outcomes. Limit project description to the space provided.
a. **Needs Statement** – Identify the student needs the proposed project will address.
   - First, describe current conditions for student achievement/performance/opportunities in local school districts. Identify the multiple sources of evidence evaluated to determine these conditions.
   - Describe the desired student outcomes.
   - State the goals and objectives that address the needs for the program.

b. **Student Outcomes and Evidence of Success**
   - State the target goal(s) (rate) of student success. (List each on a separate row under Student Outcomes in Section VIII.)
   - Clearly identify the evidence that will be used to measure the student outcomes. (This will be listed in Section IX.)
   - A couple of examples are:
     - Eighty-five percent of students participating in the project will improve their ability to support claims with clear reasons and relevant evidence by one level on the Project Writing Rubric.
     - Ninety percent of participating students will demonstrate strengthened communication skills by comparing a pre-administration and post-administration of the Leadership Inventory.

c. **Student Learning Opportunities** – Describe in detail the learning opportunities in which students will engage to achieve the outcomes listed in Section VIIb.
   - What are the learning opportunities? How do they result in the student outcomes?
   - How are they systematic and continuous (rather than a single event)?
   - How do they connect to the Alabama Gifted Standards and Student Outcomes?
   - How do they represent opportunities not available in the regular classroom (creativity and/or innovation)?

d. **School and Student Participants**
   - Name the schools that will participate in the proposed project.
   - Provide the number of students that will participate in each learning opportunity in the proposed project.
   - Describe the process and procedures used to identify these schools and students. List the identification tools and measures, as well as the specific criteria used to select participants.
   - Describe how the process, procedures, tools/measures, and criteria are culturally and linguistically responsive to identify a diverse range of students. Be specific.

e. **Project Implementation Plan** – Using the form provided (Section VIII of this application package), supply details for each of the identified student outcomes from Section VIIb and the associated learning opportunities from Section VIIc. Include the estimated costs, a detailed timeline, and the person or position responsible for leadership and implementation for each aspect of the project.

f. **Sustainability** – Explain how the project will build school capacity to sustain services for students with gifts and talents.

g. **Evaluation** – Provide a detailed plan (Section IX of the application package) for assessing the degree to which each student outcome was met.
   - List each student outcome from Section VIIb in a separate row.
   - List the evidence that will be used to determine the degree to which each goal was met (identified in Section VIIb).
   - Describe how the evidence will be analyzed (e.g., compare pre-/post-administration of Leadership Inventory; analyze teacher observation notes for patterns in student solutions to problems; triangulate information from peer review, teacher review, and student self-review).
   - Describe how the project will demonstrate opportunities and/or lasting benefits for students.
   - Identify the person or position responsible for collecting and analyzing the evidence.

h. **Budget** – There are two steps to this section.
   - First, provide a detailed budget narrative for the proposed project in this section of the application. Clearly indicate how project costs were calculated. Use state guidelines for expenditures.
   - Second, complete the **Budget Summary** (Section X of this application package).
### VIII. PROJECT IMPLEMENTATION PLAN

**Project Implementation Plan:** On this form, list each student outcome from the associated learning opportunities from Section VIId. Provide the estimated costs, a detailed timeline, and the person or position responsible for leadership and implementation for each aspect of the project.

<table>
<thead>
<tr>
<th>Student Outcome</th>
<th>Learning Opportunity</th>
<th>Estimated Costs</th>
<th>Timeline</th>
<th>Person / Position Responsible</th>
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<tbody>
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**IX. EVALUATION**

**Evaluation:** Provide a detailed plan for assessing the degree to which each student outcome was met. List each student outcome from Section VIIb in a separate row. List all evidence that will be used to determine the degree to which each student outcome was met (identified in Section VIIb). Describe how the evidence will be analyzed (e.g., compare pre/post administration of Leadership Inventory, analyze teacher observation notes for patterns in student solutions to problems; triangulate information from peer review, teacher review, and student self-review). Identify the person or position responsible for collecting and analyzing the evidence.

<table>
<thead>
<tr>
<th>Student Outcome From Section VIIb</th>
<th>Evidence That Will be Used to Measure Student Outcome From Section VIIb</th>
<th>Methods That Will be Used to Analyze the Evidence</th>
<th>Person / Position Responsible for Collecting and Analyzing the Evidence</th>
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</table>
## X. GIFTED EDUCATION PROGRAM GRANT
### PROPOSED BUDGET
#### FY 2020

Revenue Code = 1286; Program Code = 2800; Fund Source = 1286

<table>
<thead>
<tr>
<th>Function Code</th>
<th>Object Code</th>
<th>Description</th>
<th>Budget (Round to whole dollars)</th>
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<tbody>
<tr>
<td>1100</td>
<td>014</td>
<td>Salaries – Gifted Teacher</td>
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<td></td>
<td></td>
<td>Benefits: (As applicable)</td>
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<td>1100</td>
<td>230</td>
<td>Social Security (6.2%)</td>
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<td>Medicare (1.45%)</td>
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<td>Retirement (12.43% Tier I, 11.34% Tier II)</td>
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<td>1100</td>
<td>250</td>
<td>Unemployment Compensation (LEA’s individual rate)</td>
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<td>382</td>
<td>In-State Travel</td>
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<td>Student Education Services</td>
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<td>312</td>
<td>Purchased Services - Staff Educational Services</td>
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<td>319</td>
<td>Purchased Services - Other Professional Educational Services</td>
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<td>1100</td>
<td>411</td>
<td>Student Classroom Supplies</td>
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<td>414</td>
<td>Instructional Software</td>
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<td>Instructional Equipment (Less than $5,000 per unit)</td>
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<td>Computer Hardware (Less than $5,000 per unit)</td>
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<tr>
<td></td>
<td>623</td>
<td>Registration Fees</td>
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**TOTAL**

Match Information
Use Special Use Code 0038- Gifted Student Competitive Grant Match