



Deborah A. Gist
Commissioner

State of Rhode Island and Providence Plantations
DEPARTMENT OF EDUCATION
Shepard Building
255 Westminister Street
Providence, Rhode Island 02903-3400

RTTT Mini Grant: Round Two

Applicant LEA:

Project Lead Name(s):

The goals of the RTTT mini-grant are:

- Support continued development and use of the Rhode Island Data Systems (Instructional Support System, Educator Performance and Support System, and the Growth Model).
- Support educators using data to improve instruction and increase student learning.

DIRECTIONS Please complete and submit all sections of this application (including this page). A separate application must be completed for each mini grant project. Narrative sections must be typed, single-spaced, and no larger than size 12 font. They may include charts or graphs, where appropriate. Sections should not exceed one page unless otherwise noted.

SUBMISSION Applications are due by 4pm on Friday, January 30th. Your submission options are as follows:

- Email: Email all pages (including a scanned copy of pages with signatures) to Kate Schulz (kate.schulz@ride.ri.gov) ***Preferred Method***

or

- Hand-delivery: Drop off completed application (Attention: Kate Schulz) at the 4th floor reception desk of the Rhode Island Department of Education, 255 Westminister Street, Providence, RI 02903.

You will receive a confirmation email when your application is received.

NOTIFICATION Applicants will be notified of the status of their application by February 16th, 2015.

CONTACT Kate Schulz
401-222-8489 Kate.schulz@ride.ri.gov

1 Information

LOCAL EDUCATIONAL AGENCY

(Duplicate this form for each LEA partner if applicable.)

LEA:

Superintendent/Charter School Director:

Contact Information

Primary contact for this project:

Title:

Mailing Address:

Phone:

Fax:

Email:

I have reviewed each section of this application and recommend that it be submitted to the Rhode Island Department of Education for the RTTT Mini-Grants- Round 2.

Signature – Superintendent/ Charter School Director

Date

Signature – Primary Contact

Date

2 Project Summary or Summaries

Provide a narrative of **each project** including: goals, theory of action, as well as a complete description of activities, audience and other relevant information. Make sure to include how this project will use the data systems to improve instruction and student achievement.

Each project should have a separate narrative.

NOTE: Project summaries can be based off grant ideas in application instructions.

3 Goals and Deliverables Project Plan

This section should describe the goals and deliverables of the project directly related to the goal of RI Data Systems use and implementation. Timeline must include:

- Deliverables with start/end dates for all
- People responsible for each deliverable
- Description and numbers of project participants

NOTE: Table below is an example. Add/subtract rows as necessary or use other table that meets above requirements.

Deliverable (Workshop session, document, webinar, etc.)	Start Date	End Date	People Responsible	Audience

4 Demonstrated Capacity

This section should, using concrete examples, explain how the LEA will be able to support the work through the life of the grant. Examples from past grant work are acceptable responses, as are lessons learned from less successful opportunities. Please make clear the people or person responsible for leadership, program, fiscal or other applicable tasks.

5 Budget

Applicant LEA Name: _____

Applicant Project Lead Name(s): _____

Project Name: _____

This budget should be tied to the scope and requirements of the project. This budget will be considered tentative and for planning purposes only. A final budget will be required upon grant award.

Please note, projects that include a material and equipment cost of over 15% may be disqualified.

NOTE: Timeline for budget is from October 31, 2014 to June 30, 2015 (work cannot begin until the project start date)

TOTAL BUDGET:

Expense Category	Budget
51000 Employee Salary	0
52000 Employee Benefits	0
53000 Purchased Professional and Technical Services	0
54000 Purchased Property Services	0
55000 Other Purchases Services	0
56000 Supplies and Materials	0
57000 Property and Equipment	0
58000 Miscellaneous	0
<i>TOTAL</i>	0

BUDGET DETAIL

Applicant LEA Name: _____

Applicant Project Lead Name(s): _____

Project Name: _____

EMPLOYEE COMPENSATION DETAIL (51000)

POSITION TITLE	NUMBER OF HOURS	HOURLY RATE	TOTAL
TOTAL			\$

EMPLOYEE BENEFIT DETAIL (52000)

POSITION TITLE	COST BASIS	TOTAL
TOTAL		\$

PURCHASED PROFESSIONAL AND TECHNICAL SERVICES DETAIL (53000) - This budget section is used for consultant fees, professional educational services and other services performed by persons or firms with specialized skills and knowledge (i.e. content area expert; digital media expert).

POSITION TITLE	NUMBER OF HOURS	HOURLY RATE	TOTAL
TOTAL			\$

PURCHASED PROPERTY SERVICES DETAIL (54000) - Included in this section are services to operate, repair, maintain or rent property owned or used by the District.

ITEM DESCRIPTION	COST BASIS AND JUSTIFICATION	TOTAL
Total		\$

OTHER PURCHASED SERVICES DETAIL (55000) - Items budgeted in this section are for services rendered by organization or professionals not on the payroll of the District (separate from Professional Services and Technical Services or Property). This could include things such as transportation services, advertising and printing and travel expenditures.

ITEM DESCRIPTION	COST BASIS AND JUSTIFICATION	TOTAL
Total		\$

SUPPLIES AND MATERIALS DETAIL (56000) – Materials costs may not exceed more than 15% of total grant award. Food and beverages and durable goods **are not allowed**.

ITEM DESCRIPTION	COST BASIS AND JUSTIFICATION	TOTAL
Total		\$

PROPERTY AND EQUIPMENT DETAIL (57000) – Property and equipment costs are allowable only if necessary to carry out grant objectives. Specifically indicate each type of equipment, purpose, number of units, projected unit cost, etc. Please note property and equipment cost may not exceed more than 15% of the total grant award.

ITEM DESCRIPTION	COST BASIS AND JUSTIFICATION	TOTAL
	Total	\$

MISCELLANEOUS EXPENDITURES DETAIL (58000) - Items budgeted in this section are for amounts paid for goods and services not otherwise classified above.

ITEM DESCRIPTION	COST BASIS AND JUSTIFICATION	TOTAL
	Total	\$