

FY24 Reserve Funding Application for Differently Abled Students Professional Learning Series (DAS-PLS)

Entering a Budget in AcceleGrants

- After logging into AcceleGrants, select the **FY24 Reserve Funding Application**:

ENTITLEMENT FUNDING APPLICATIONS
Career Technical Education - Categorical
Career Technical Education - Reserve
Career Technical Education - Secondary
Career Technical Education - Secondary Set Aside
Career Technical Education - Special Programs

- Next, select **Add Program** from the dropdown menu under DESCRIPTION.
- In the space provided, name this program **DAS-PLS** and click Create.
- Select **Budget** to begin the budgeting process:
 - Enter information for 51000 (Personnel Services – Compensation) and 52000 (Personnel Services – Employee Benefits), the only two Object Codes to enter for this program.
 - UCOA numbers must align with the participating CTE teachers' [program area](#).

51000—CTE Teacher Information	51000—Substitute Teacher Information
<ul style="list-style-type: none"> ▪ Description: <i>DAS-PLS participation.</i> ▪ Cost Basis: <i>\$5,000 stipend awarded per teacher.</i> ▪ Justification: <i>\$5,000 stipend awarded for successful participation in the DAS-PLS.</i> ▪ *Amount: \$5,0000 <p>*\$5,000 per participating teacher; if more than one teacher, enter additional teachers on separate lines with aligned UCOA subject code.</p>	<ul style="list-style-type: none"> ▪ Description: <i>Substitute coverage for DAS-PLS participation.</i> ▪ Cost Basis: <i>\$300 allocated per teacher for substitute coverage.</i> ▪ Justification: <i>Funding will allow participating CTE teacher(s) to leave the classroom for training purposes when necessary.</i> ▪ *Amount: \$300 <p>*Total allocation per teacher attending DAS-PLS. Each participating teacher is afforded a substitute teacher. Therefore, enter each substitute on a separate line with a corresponding UCOA subject code (e.g., Participating culinary teacher will have Subject Code 1421; culinary teacher’s substitute teacher will also use Subject Code 1421)</p>
52000—CTE Teacher Information	52000—Substitute Teacher Information
<ul style="list-style-type: none"> ▪ Description: <i>DAS-PLS participation.</i> ▪ Cost Basis: <i>Benefits for \$5,000 stipend awarded per teacher.</i> ▪ Justification: <i>Benefits for \$5,000 stipend awarded for successful participation in the DAS-PLS.</i> ▪ Amount: <i>Enter calculated fringe benefit amount per teacher.</i> 	<ul style="list-style-type: none"> ▪ Description: <i>DAS-PLS participation.</i> ▪ Cost Basis: <i>Benefits for substitute coverage amount of \$300.</i> ▪ Justification: <i>Benefits for substitute coverage amount of \$300 to enable teacher to participate in DAS-PLS.</i> ▪ Amount: <i>Enter calculated fringe benefit amount per substitute.</i>

Notes:

- You will have as many entries for teachers as you do substitutes; correspondingly, you will have the same number of entries in 52000 as you do in 51000.
 - Any unused substitute teacher funds will be reallocated back to RIDE’s Perkins Reserve funding.
 - You may not use UCOA Subject Code 1400 for any entries.

Additional Information to Include

- Needs Assessment & Progress Monitoring:
 - *Simply copy/paste from your Secondary Application.*
- Program Applicant Information:
 - *Provide contact information.*
- Important Documents:
 - *Provide necessary signatures.*
- **Related Documents:**
 - **Upload Award letter notification (PDF attached to email dated 12/8/23 or updated attachment on 1/10/24 for LEAs sending more than one CTE teacher).**

Compensation Schedule and Amount

Once budgeted and approved by RIDE, a Grant Award Notification (GAN) will be issued. RIDE will provide teacher attendance and participation verification twice, once at the midpoint, and then again in June so that you may compensate your teacher(s) accordingly:

- **Late March:** Teacher successfully attends/completes survey, synchronous session #1, synchronous session #2, and asynchronous session: **\$2,000.**
- **Mid-June:** Teacher successfully attends/completes in-person training, peer observations, synchronous coaching seminar, and required deliverables: **\$3,000.**

Please email Carrie.Appel@ride.ri.gov
for any questions or concerns