

Required Attachments and

Appendix Templates

Striving readers comprehensive Literacy subgrant

Ohio Department of Education

January 2018

**Striving Readers Subgrant Application Checklist**

|  |  |
| --- | --- |
| **Application Item** | **Completed** |
| Striving Readers Budget Form Submitted in CCIP | Yes  No |
| Signed Certification Form | Yes  No |
| Signed Statement of Assurances Submitted in CCIP | Yes  No |
| Application Narrative with the Following Sections: | Yes  No |
| Section A: Executive Summary | Yes  No |
| Section B: Subgrant Project Goals and Evidence-Based Practices/Interventions | Yes  No |
| Section C: Implementation Plan | Yes  No |
| Section D: Plan for Monitoring and Revising Local Projects | Yes  No |
| Section E: Comprehensive Literacy Instruction Program | Yes  No |
| Section F: Capacity Building and Sustainability | Yes  No |
| Section G: Competitive Preference Priorities (optional) | Yes  No |
| Section H: Budget Worksheet and Narrative | Yes  No |
| **Application Appendices** | |
| Appendix 1: Striving Readers Subgrant Project Goals and Strategies Form | Yes  No |
| Appendix 2: Professional Development Plan | Yes  No |
| Appendix 3: Disadvantaged Students | Yes  No |
| Appendix 4: Agreement to Participate in Striving Readers Activities | Yes  No |
| Appendix 5: Support from Educators for Striving Readers Subgrant Proposal | Yes  No |
| Appendix 6: Evidence of Nonprofit (only required of nonprofit early childhood providers) | Yes  No N/A |

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| **CERTIFICATION** |
| I HEREBY CERTIFY that, to the best of my knowledge, the information in this application is correct.  The applicant designated below hereby applies for a subgrant of federal funds with the purpose of advancing literacy skills, including pre-literacy skills, reading and writing, for all children from birth through grade 12, with a special emphasis on at least one of the categories of disadvantaged children (children living in poverty, English learners, children with disabilities and children identified as having a reading difficulty).  **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**STATEMENT OF ASSURANCES**

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| The parties referred to in this document include, but are not limited to, the United States Department of Education, the United States Department of Agriculture, the United States Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, and the United States Department of Labor, all herein referred to as the “DEPARTMENT,” the Ohio Department of Education, herein referred to as the “ODE” and the local agency, herein referred to as the “SUBGRANTEE.” The Ohio Department of Education may make funds available to the SUBGRANTEE in accordance with requirements and regulations applicable to such programs. The SUBGRANTEE assures, if awarded a grant, subgrant or contract. | |
| 1 | That the local educational agency is in compliance with Section 9524 of the Elementary and Secondary Education Act (ESEA) of 1965 as amended by the No Child Left Behind Act of 2001 and the district has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in elementary and secondary public schools as set forth in the Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools dated Feb. 7, 2003. |
| 2 | That the control of funds provided to the SUBGRANTEE under each program and title to property acquired with those funds will be in a designated eligible recipient and that a designated eligible recipient will administer those funds and property in accordance with restrictions in the request for application and the provisions of the application that serves as the basis for the grant awarded by the Ohio Department of Education. |
| 3 | That the SUBGRANTEE will accept funds in accordance with applicable federal and state statutes, regulations, program plans, and applications, and administer the programs in compliance with all provisions of such statutes, regulations, applications, policies and amendments thereto. |
| 4 | That the SUBGRANTEE has the necessary legal authority to apply for and receive the proposed grant or subgrant and enter into the contract. |
| 5 | \*\*Updated\*\* That the SUBGRANTEE will cause to be performed the required financial and compliance audits in accordance with The Uniform Guidance 2 CFR 200.501­ Audit Requirement and 200.514­ Scope of Audit and 200.515 (GAAP). The SUBGRANTEE will furthermore utilize competitive bidding practices in compliance with applicable procurement regulations. Additionally, the SUBGRANTEE will submit to ODE the aforementioned audit reports in accordance with The Uniform Guidance Subpart F. |
| 6 | That the SUBGRANTEE will make reports to ODE and to the DEPARTMENT as may reasonably be necessary to enable ODE and DEPARTMENT to perform their duties. The reports shall be completed and submitted in accordance with the standards and procedures designated by ODE and/or the DEPARTMENT and shall be supported by appropriate documentation. |
| 7 | \*\*Updated\*\* That the SUBGRANTEE will maintain records, including the records required under Section 437 of the General Education Provisions Act ("GEPA"), 20 U.S.C. Section 1221, and provide access to those records as ODE or the DEPARTMENT and the Comptroller General or any of their authorized representatives in the conduct of audits authorized by federal law or state statute. This cooperation includes access without unreasonable restrictions to its records and personnel for the purpose of obtaining relevant information. The Uniform Guidance 2 CFR 200.336. |
| 8 | That the SUBGRANTEE will provide reasonable opportunities for participation by teachers, parents, and other interested agencies, organizations and individuals in the planning for and operation of each program, as may be necessary according to statute. |
| 9 | That any application, evaluation, periodic program plan or report relating to each program will be made readily available to parents and to other members of the general public. |
| 10 | That in the case of any project involving construction, the project is not inconsistent with overall state plans for the construction of school facilities, if applicable; and in developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed under Section 504 of the Rehabilitation Act of 1973, in order to ensure that facilities constructed with federal (which become subsequently state) funds are accessible to and usable by handicapped individuals. |
| 11 | That the SUBGRANTEE has adopted effective procedures for:  Acquiring and disseminating to teachers and administrators participating in each program, significant information resulting from educational research, demonstration and similar projects; and  Adopting, if appropriate, promising educational practices developed through those projects. |
| 12 | That no person shall, on the ground of race, color, national origin, handicap, or sex be excluded from participation, be denied the benefits, or be otherwise subjected to discrimination under any program or activity for which the SUBGRANTEE receives Federal financial assistance. Admissions policies for private schools are understood and agreed to be part of such programs. In this vein, the SUBGRANTEE agrees to assure compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.); Title IX of the Education Amendments of 1972 (20 U.S.C. Section 1681­1683); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. Section 794); the Age Discrimination Act (42 U.S.C. Section 6101 et seq.); and the Americans with Disabilities Act ("ADA") (42 U.S.C. Section 12101 et seq.). |
| 13 | That the SUBGRANTEE may not use its federal or state funding to pay for any of the following:  Religious worship, instruction, or proselytization.  Equipment or supplies to be used for any of the activities specified in this assurance, herein.  Construction, remodeling, repair, operation or maintenance of any facility or part of a facility to be used for any of the activities specified in this assurance, herein.  An activity of a school or department of divinity. A school or department of divinity is defined in 34 CFR 76.532(b). |
| 14 | \*\*Updated\*\* That no federal funding may be used for the acquisition of real property unless specifically permitted by the authorizing statute or implementing regulations for the program (2 CFR 200.311). |
| 15 | **\*\*Updated\*\* That the SUBGRANTEE may not count tuition and fees collected from students toward meeting matching, cost sharing or maintenance of effort requirements of a program (34 CFR 76.534).** |
| 16 | **\*\*Updated\*\* That the SUBGRANTEE shall, to the extent possible, coordinate each of its projects with other activities that are in the same geographic area served by the project and that serves similar purposes and target groups (34 CFR 76.580).** |
| 17 | That the SUBGRANTEE shall continue its coordination with ODE during the length of the project period. |
| 18 | The SUBGRANTEE shall cooperate in any evaluation by the DEPARTMENT |
| 19 | That if a program so requires, provisions shall be made for the participation of children enrolled in private schools in the area to be served. Such provision shall:   * 1. Provide private school students with a genuine opportunity for equitable participation.   2. Provide an opportunity to participate in a manner that is consistent with the number of eligible private school students and their needs.   3. Maintain continuing administrative direction and control over funds and property that benefit students enrolled in private schools.   4. Comply with the requirements of 34 C.F.R. Section 76.652 through 76.662. |
| 20 | That no provision of any law shall be construed to authorize the consolidation of any applicable program with any other program, such as the commingling of funds derived from one appropriation with those derived from another appropriation, except as specifically authorized by statute. |
| 21 | That funds will be used to **supplement and not supplant** state and local funds expended for educational purposes and, to the extent practicable, increase the fiscal effort that would, in the absence of such funds, be made by the SUBGRANTEE for educational purposes. |
| 22 | That the SUBGRANTEE will comply with all relevant laws relating to privacy and protection of individual rights including 34 C.F.R. Part 99 (Family Educational Rights and Privacy Act of 1974). |
| 23 | \*\*Updated\*\* That the SUBGRANTEE will comply with any applicable federal, state and local health or safety requirements that apply to the facilities used for a project (34 CFR 76.683). |
| 24 | **\*\*Updated\*\* That it shall per 2 CFR 200.333 maintain records for three years following completion of the activities for which the SUBGRANTEE uses the federal or state funding and which show:**  **The amount of funds under the subgrant or grant.**  **How the SUBGRANTEE uses the funds.**  **The total cost of the project.**  **The share of that total cost provided from other sources.** |
| 25 | **\*\*Updated\*\* If real property or structures are provided or improved with the aid of Federal financial assistance, the SUBGRANTEE will comply with applicable statutes, regulations and the project application in the use, encumbrance, transfer or sale of such property or structure. If personal property is so provided, the SUBGRANTEE will comply with applicable statutes, regulations and the project application in the use, encumbrance, transfer, disposal and sale of such. The Uniform Guidance 2 CFR 200.307, 200.311, 200.312 and 200.400.** |
| 26 | That in the event of a sustained audit exception, and upon demand of ODE, the SUBGRANTEE shall immediately reimburse ODE for that portion of the audit exception attributable under the audit to the SUBGRANTEE. The SUBGRANTEE agrees to hold ODE harmless for any audit exception arising from the SUBGRANTEE's failure to comply with applicable regulations. |
| 27 | That the SUBGRANTEE is aware all federal and state funds granted to it are conditioned upon the availability and appropriation of such funds by the United States Congress and the Ohio General Assembly. These funds are subject to reduction or elimination by the United States Congress or Ohio General Assembly at any time, even following award and disbursement of funds. Except as otherwise provided by law, the SUBGRANTEE shall hold ODE harmless for any reduction or elimination of federal or state funds granted to it. In the event of non­appropriation or reduction of appropriation and notice, the SUBGRANTEE shall immediately cease further expenditures under any federal or state project. |
| 28 | **\*\*Updated\*\* The SUBGRANTEE will adopt and use the proper methods of administering the subgrants per 2 CFR 200 Sub Part F, including, but not limited to:**  The enforcement of any obligations imposed by law.  The correction of deficiencies in program operations that are identified through program audits, monitoring or evaluation.  The adoption of written procedures for the receipt and resolution of complaints alleging violations of law in the administration of such programs. |
| 29 | The SUBGRANTEE will comply with the Safe and Drug Free Schools Act (as amended) and the Pro­Children Act of 1994 (as amended). |
| 30 | Personnel employed as teachers and instructional aides by the SUBGRANTEE or personnel contracted to provide such service to the SUBGRANTEE shall be certified as required by Ohio Revised Code Section 3319.22, 3319.30 and 3319.088. |
| 31 | **\*\*Updated\*\* The SUBGRANTEE, by submission of a grant proposal, agrees that the DEPARTMENT or ODE have the authority to take administrative sanctions, including, but not limited to, suspension of cash payments for the project, suspension of program operations and/or, termination of project operations, as necessary to ensure compliance with applicable laws, regulations and assurances for any project. The SUBGRANTEE acknowledges this authority under 2 CFR 200.338, 34 CFR 74.62 and Ohio Revised Code Section 3301.07 (C), as applicable.** |
| 32 | **\*\*Updated\*\* For the construction of facilities with Federal funds per 2 CFR 200.320, the SUBGRANTEE will comply with the provisions of the Davis­Bacon Act.** |
| 33 | **\*\*Updated\*\* When funded on an advance basis by ODE, the SUBGRANTEE agrees to minimize the time between the transfer of funds and the disbursement by the local entity in accordance with the Cash Management Improvement Act (31 CFR part 205). Additionally, the SUBGRANTEE agrees to maintain cash balances which meet their immediate cash needs only. Any interest earnings by the SUBGRANTEE will require repayment (2 CFR 200.305).** |
| 34 | **\*\*Updated\*\* In the purchase of equipment and supplies, the SUBGRANTEE will comply with local, state and federal procurement policies. In addition, equipment and supplies purchased for use in a Federal or state program will comply with the provisions of 2 CFR 200.318.** |
| 35 | The SUBGRANTEE will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended. |
| 36 | **\*\*Updated\*\* That the SUBGRANTEE will acquire, use, maintain and dispose of equipment purchased for the approved project in accordance with 2 CFR: 200.313­Equipment; 200.20­ Computing Devices­Machines used to acquire, store, analyze, process, public data and other information electronically. Includes accessories for printing, transmitting and receiving or storing electronic information; 200.94 Supplies­Tangible personal property other than equipment computing devices are supplies if less than $5,000.** |
| 37 | **\*\*Updated\*\* That the SUBGRANTEE will have effective financial management systems which conform to the standards present in 2 CFR 200.302, which includes, but is not limited to, the ability to report financial data verifying compliance with program regulations and maintaining effective internal control over the operations of the approved grant.** |
| 38 | **\*\*Updated\*\* That the SUBGRANTEE will conform all activities conducted under the approved grant to the provisions contained within 2 CFR 200.** |
| 39 | **\*\*Updated\*\* That the SUBGRANTEE will obligate funds within the approved project period as set forth in the approved application and will liquidate said obligations not later than 90 days after the end of the project period for grants applied for electronically. For purposes of approved projects, obligations have the same meaning as contained in The Uniform Guidance 2 CFR 200.71 and 200.343.** |
| 40 | That no SUBGRANTEE will subgrant the approved project to another entity without the express written consent of ODE. |
| 41 | Additionally, to certify compliance with requirements regarding Lobbying; Debarment, Suspension, Ineligibility and Voluntary Exclusion; and, Drug­Free Workplace, as prescribed in 34 C.F.R. Part 82 and Part 85, and 7 C.F.R. Part 3017, and the required regulations implementing Executive Order 12549. The SUBGRANTEE assures that (see "Document Library ­ Consolidated Application ­ Guidelines" for explanation of requirements):   * 1. All fund participants certify, by submission of this statement, that project funds will not, in any way, be used for the purpose of Lobbying or otherwise influencing decisions supporting the granting of funds administered by the Ohio Department of Education (ODE).   2. The prospective lower tier participant certifies, by submission of this statement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.   3. If the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this statement.   4. That subgrantees receiving ODE administered funds will provide a drug­free workplace. |
| 42 | Any additional assurances listed within the document library for a specific application as required by the ODE program office administering the program. |
| 43 | The SUBGRANTEE will comply with the requirements of the Boy Scouts of America Equal Access Act (Boy Scouts Act), 20 U.S.C. 7905, 34C.F.R. Part 108, and with other federal civil rights statuses enforced by OCR. |
| 44 | **\*\*New\*\* As required by 2 CFR 25 Appendix A the subgrantee has obtained a Dun and Bradstreet (DUNS) number and registered the DUNS number in the federal System for Award Management (SAM). The district must enter the DUNS number into the Ohio Educational Directory System (OEDS­R).** |

**PROGRAM-SPECIFIC ASSURANCES:**

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| --- | --- |
| The SUBGRANTEE agrees to the following assurances: | |
| 45 | That the SUBGRANTEE will annually provide the U.S. Secretary of Education and ODE such information as may be required to determine if the subgrantee is making satisfactory progress toward achieving the objectives. |
| 46 | That the SUBGRANTEE will cooperate with the U.S. Secretary of Education and ODE in evaluating the program assisted under this subgrant. |
| 47 | That the SUBGRANTEE will avoid all apparent and actual conflicts of interest when administering grants as outlined in 34 CFR 75.525 and all Ohio statutes and administrative rules pertaining to conflicts of interest. |
| 48 | That the SUBGRANTEE will maintain accurate records in the Ohio Educational Directory System (OEDS) database. |
| 49 | That the SUBGRANTEE will comply with all applicable laws and rules. |
| 50 | That the SUBGRANTEE will cooperate with all monitoring efforts of the Department and/or the independent monitor and understands that failure to cooperate with any and all monitoring efforts will result in termination of the subgrantee’s award, including the return of any previously distributed funds. |
| 51 | That the SUBGRANTEE will cooperate with a national evaluation of the Striving Readers program. This may include adhering to the results of a random assignment process (e.g. lottery) to select schools or early learning providers that will receive Striving Readers funds as well as agreeing to implement the literacy interventions proposed to be funded under Striving Readers only in schools or early learning providers that will receive Striving Readers funds. |
| 52 | That the SUBGRANTEE, if awarded a Striving Readers subgrant, will agree to the award subject to all terms outlined in Ohio’s Striving Readers Subgrant Request for Application. |

The SUBGRANTEE, when using federal funds to enter into a contract for equipment or services, will comply with the procurement standards set forth in the U.S. Department of Education’s regulations, which require federal subgrant recipients to develop written procurement procedures and to conduct all procurement transactions in a manner to provide, to the maximum extent possible, open and free competition. No employee, officer or agent of the subgrantee organization may participate in the selection, award or administration of any contract supported by federal funds if a real or apparent conflict of interest exists.

Signature of Authorized Person:

Date:

## APPENDIX 1

**Striving Readers SUBGRANT PROJECT GOALS AND STRATEGIES TEMPLATE**

|  |  |
| --- | --- |
| **S.M.A.R.T. GOAL:** | |
| **EVIDENCE-BASED PRACTICE OR INTERVENTION:** | |
| **ESSA TIER IDENTIFICATION:** | **FUNDS BUDGETED FOR THIS PRACTICE OR INTERVENTION:** |
| **DESCRIPTION OF IMPLEMENTATION (including associated action steps, lead person(s) and specifics of implementation):** | |
| **RESOURCES NEEDED:** | |
| **PERFORMANCE MEASURE:** | |
| **TIMELINE:** | |

## APPENDIX 2

**Professional Development Plan**

**Template Part A**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **LEA/Early Childhood Provider or Consortium Lead Name:** | | | | | | | |
| **IRN or ODE/ODJFS License Number:** | | | | | | | |
| **Professional Development**  **Contact Name/Phone Email:** | | | | | | | |
| **Goal:**  **Evidence-Based Practice or Intervention:**  (Check all that apply for each activity.) | | | | | | | |
| **PD Description** | **Begin/End Dates** | **Sustained** | **Intensive** | **Collaborative** | **Job-Embedded** | **Data-Driven** | **Classroom-**  **Focused** |
| **1.** |  |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |  |
| **Resources Required** | **Outcomes/Evaluation** | | | | | | |
| **1.** | **1.** | | | | | | |
| **2.** | **2.** | | | | | | |
| **3.** | **3.** | | | | | | |

**Professional Development Plan  
Template Part B**

|  |
| --- |
| **Provide a brief description of how the overall plan for professional development meets the six criteria as delineated by ESSA for high-quality professional learning.** |
| **Sustained:** Taking place over an extended period; longer than one day or a one-time workshop. |
| **Intensive:** Focused on a discreet concept, practice or program. |
| **Collaborative:**Involving multiple educators, educators and coaches, or a set of participants grappling with the same concept or practice and in which participants work together to achieve shared understanding. |
| **Job-Embedded:** A part of the ongoing, regular work of instruction and related to teaching and learning taking place in real time in the teaching and learning environment. |
| **Data-Driven:** Based upon and responsive to real-time information about the needs of participants and their students. |
| **Instructionally-Focused:** Related to the practices taking place in the learning environment during the teaching process. |

## APPENDIX 3

**DISADVANTAGED STUDENTS TEMPLATE-Individual Applicant**

The data provided in the below tables is to represent data from school year 2016-2017 so that it can be verified by the Department. Subgrant recipients will update this data each year of the grant. The subgrant applicant should provide information on all age/grade ranges served, even if the subgrant applicant is not applying for a project that will impact all age/grade ranges served. If the subgrant applicant does not serve a specific age/grade range, mark the corresponding data cell with N/A.

**Consortium applicants:** If this application isbeing submitted on behalf of a consortium, this template must be completed for the consortium as a whole.

**Subgrant Applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Disadvantaged Students Table A: Birth-Age 5**

|  |  |  |
| --- | --- | --- |
| **Question** | **Estimate of Number of Children Directly Served by Striving Readers Proposal** | **Estimate of Percentage of Children Directly Served by Striving Readers Proposal** |
| 1. How many children are served through this entity or consortium? |  | **N/A** |
| 2. How many children come from economically disadvantaged backgrounds **only** (defined as at or below 200 percent Federal Poverty Level)? |  |  |
| 3. How many children are English learners **only**? |  |  |
| 4. How many children are identified has having a developmental delay **only**? |  |  |
| 5. How many children are identified as meeting two or more of the above criteria? |  |  |
| 6. How many learners do not meet any of the above criteria? |  |  |
| 7.How many learners scored under their age expectation on the Communication portion of the Language and Literacy Learning Progression of the Early Learning Assessment (or comparable assessment)? |  |  |

**\*Answers to questions 2 through 6 should add up to your answer in question 1.**

**Disadvantaged Students Table B: Kindergarten-Grade 5**

|  |  |  |
| --- | --- | --- |
| **Question** | **Estimate of Number of Learners Directly Served by Striving Readers Proposal** | **Estimate of Percentage of Learners Directly Served by Striving Readers Proposal** |
| 1. How many learners are served in kindergarten-grade 5? |  | **N/A** |
| 2. How many learners come from economically disadvantaged backgrounds **only**? |  |  |
| 3. How many learners are English learners **only**? |  |  |
| 4. How many learners are identified as a student with a disability **only**? |  |  |
| 5. How many children are identified as meeting two or more of the above criteria? |  |  |
| 6. How many learners do not meet any of the above criteria? |  |  |
| 5. How many learners scored *not on track* on the language and literacy section of the Kindergarten Readiness Assessment? |  |  |
| 6. How many learners scored below proficient on Ohio’s State Test in grade 3 English language arts? |  |  |
| 7. How many learners scored below proficient on Ohio’s State Test in grade 4 English language arts? |  |  |
| 8. How many learners scored below proficient on Ohio’s State Test in grade 5 English language arts? |  |  |
| 9. How many learners scored below proficient on Ohio’s English Language Proficiency Assessment? |  |  |
| 10. How many learners scored below proficient on Ohio’s Alternate Assessment for Students with Significant Disabilities? |  |  |

**\* Answers to questions 2 through 6 should add up to your answer in question 1.**

**Disadvantaged Students Table C: Grades 6-8**

|  |  |  |
| --- | --- | --- |
| **Question** | **Estimate of Number of Learners Directly Served by Striving Readers Proposal** | **Estimate of Percentage of Learners Directly Served by Striving Readers Proposal** |
| 1. How many learners are served in grades 6-8? |  | **N/A** |
| 2. How many learners come from economically disadvantaged backgrounds **only**? |  |  |
| 3. How many learners are English learners **only**? |  |  |
| 4. How many learners are identified as a student with a disability **only**? |  |  |
| 5. How many children are identified as meeting two or more of the above criteria? |  |  |
| 6. How many learners do not meet any of the above criteria? |  |  |
| 7. How many learners scored below proficient on Ohio’s State Test in grade 6 English language arts? |  |  |
| 8. How many learners scored below proficient on Ohio’s State Test in grade 7 English language arts? |  |  |
| 9. How many learners scored below proficient on Ohio’s State Test in grade 8 English language arts? |  |  |
| 10.How many learners scored below proficient on Ohio’s English Language Proficiency Assessment? |  |  |
| 11.How many learners scored below proficient on Ohio’s Alternate Assessment for Students with Significant Disabilities? |  |  |

**\* Answers to questions 2 through 6 should add up to your answer in question 1.**

**Disadvantaged Students Table D: Grades 9-12**

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| --- | --- | --- |
| **Question** | **Estimate of Number of Learners Directly Served by Striving Readers Proposal** | **Estimate of Percentage of Learners Directly Served by Striving Readers Proposal** |
| 1. How many learners are served in grades 9-12? |  | **N/A** |
| 2. How many learners come from economically disadvantaged backgrounds **only**? |  |  |
| 3. How many learners are English learners **only**? |  |  |
| 4. How many learners are identified as a student with a disability **only**? |  |  |
| 5. How many children are identified as meeting two or more of the criteria above? |  |  |
| 6. How many learners do not meet any of the above criteria? |  |  |
| 7. How many learners scored below proficient on the end-of-course Ohio’s State Test in English I? |  |  |
| 8. How many learners scored below proficient on the end-of-course Ohio’s State Test in English II? |  |  |
| 9. How many learners scored below proficient on Ohio’s English Language Proficiency Assessment? |  |  |
| 10. How many learners scored below proficient on Ohio’s Alternate Assessment for Students with Significant Disabilities? |  |  |

**\* Answers to questions 2 through 6 should add up to your answer in question 1.**

## APPENDIX 4

**AGREEMENT TO PARTICIPATE IN STRIVING READERS ACTIVITIES**

I, the authorized representative of the Striving Readers subgrant applicant, agree to fully participate in the following activities:

1. Cooperation with national evaluation: Subgrant recipients must provide written assurance to cooperate with a national evaluation of the Striving Readers program. This may include adhering to the results of a random assignment process (e.g., lottery) to select schools or early learning providers that will receive Striving Readers funds, as well as agreeing to implement the literacy interventions proposed to be funded under Striving Readers only in schools or early learning providers that will receive Striving Readers funds;

If selected, applicants for subgrant funds under the Striving Readers program must cooperate with the national evaluation of the Striving Readers program to be conducted by the U.S. Department of Education (USDOE) and must provide a written assurance to that effect. This will require subgrantees to submit individual student-level data for Striving Readers-funded schools, as well as non-funded comparison schools, consistent with federal, state and local privacy laws and requirements. The type of data that will be collected includes, but is not limited to, the following:

* + Demographic information, including participants’ gender, race, age, school, grade level, student ID, LEP/ELL status, special education/IEP status, and poverty code (free/reduced price lunch eligibility code, Title I status, other poverty measure);
  + Academic information, including performance on state achievement exams, performance on national achievement exams, and standardized end-of-grade and end-of-course test scores;
  + Attendance information, including days enrolled, days absent and days present;
  + Discipline information, including number of disciplinary referrals, in-school suspensions and out-of-school suspensions.

Subgrantees must submit this data to a contractor designated as the U.S. Department of Education’s authorized representative for conducting the evaluation through a contract with the National Center for Education Evaluation and Regional Assistance (NCEE), which is part of the U.S. Department of Education’s Institute of Education Sciences (IES). Both NCEE contractors and IES are required to protect and maintain the confidentiality of the data collected, under the confidentiality and data protection requirements of the Education Sciences Reform Act of 2002 (Title I, Part E, Section 183). Neither IES nor the contractor will publicly report any personally identifiable information.

The U.S. Department of Education and its contractor will provide states and their subgrantees more details on the types of data and process for submission after grants are awarded.

1. Participation in annual Literacy Academy:
   1. Applicant are encouraged to attend the Department’s Literacy Academy, held in January 2018, as part of the pre-application process;
   2. Subgrant recipients must attend the Department’s yearly Literacy Academies through the duration of the grant (required attendees will be determine upon award).
2. Administrative Support:
   1. All principals and assistant principals, or other personnel in the role of "instructional leader" in the LEA, including all consortia members, will participate in administrator forums (online webinars) offered in support of the Striving Readers grant (required participants will be identified upon award); and
   2. All subgrantees serving kindergarten-grade 5, including consortia members, will work with local early childcare and education providers (these may or may not be grant partners) to engage in a "Ready Schools" needs assessment through the Ohio Ready Schools Initiative and create a Ready Schools plan to ensure local districts are ready to receive young children from their communities;
3. Assessment and Data Management:
   1. All subgrant recipients receiving funds for birth-age 5 must administer the Early Learning Assessment to all learners impacted by the Striving Readers funding and utilize EMIS or EAS for data submission;
   2. All subgrant recipients receiving funds for kindergarten-grade 5 must administer the Kindergarten Readiness Assessment and Ohio’s State Tests in English language arts to all students enrolled in the district or school in grades 3-5, as well as the reading diagnostics as required under the Third Grade Reading Guarantee for kindergarten-grade 3 students;
   3. All subgrant recipients receiving funds for middle school (grades 6-8) must administer Ohio’s State Tests in English language arts to all students enrolled in the district or school in grades 6-8;
   4. All subgrant recipients receiving funds for high school (grades 9-12) must administer Ohio’s State Tests in English language arts I & II to all students enrolled in the district or school in grades 9-12:
   5. All subgrant recipients receiving funds for serving K-12 must administer the Ohio’s English Language Proficiency Assessment and the Ohio’s Alternate Assessment for Students with Significant Disabilities when applicable.
4. Monitoring:
   1. All subgrant recipients will comply with requests to collect information via surveys, interviews and/or assessments on gains in teachers’ and administrators’ capacity to provide effective language and literacy instruction. All subgrant recipients will incorporate this data collection into their local program evaluations and report findings to the state on an annual basis.
   2. All subgrant recipients must use an existing tool or develop a program fidelity tool to determine if the program is implementing the intervention as intended with fidelity and submit this information to the state on an annual basis.
   3. All subgrant recipients will allow the state to collect information on teacher and administrator capacity.
5. Reporting:
   1. Report to the state each year, the progress of participating 4-year-olds on the Early Learning Assessment.
   2. Report to the state each year, the scores on the Kindergarten Readiness Assessment for all kindergartners;
   3. Report to the state each year, what percentage of participating fifth grade students, eighth grade students and high school students meet or exceed proficiency on Ohio’s State Tests in English language arts for the respective grade level.
   4. Report to the state each year the progress of participating students assessed using Ohio’s English Language Proficiency Assessment and Ohio’s Alternate Assessment for Students with Significant Cognitive Disabilities.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Authorized Representative Date**

## APPENDIX 5

**SUPPORT FROM EDUCATORS FOR STRIVING READERS SUBGRANT PROPOSAL**

**Special note for Consortium Applicant:** This form must be completed by each member of the consortium.

I have participated in developing the proposal for the Striving Readers Comprehensive Literacy Subgrant and agree to the requirements and commitments identified in the grant and the subgrant proposal. *Please modify this page as necessary to represent educators involved in the development of this proposal.*

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Signature of Superintendent/CEO Date

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Signature of Local Board of Education President, if applicable Date

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Signature of Elementary School Principal, if applicable Date

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Signature of Middle School Principal, if applicable Date

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Signature of High School Principal, if applicable Date

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Signature of Grade Level/Content Teacher/s Date

Add additional grade-level signature lines as needed.

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| --- | --- |
| Question | Number of Staff |
| How many staff members were involved in the development of this proposal? |  |
| How many staff members support this proposal? |  |

## APPENDIX 6

**Evidence of Nonprofit**

**(Only required for nonprofit early childhood providers applying for birth-age 5 funding.)**

Nonprofit early childhood providers must supply evidence of nonprofit. As outlined in 34 CFR 77, an applicant may show that it is a nonprofit organization by any of the following means:

(1) Proof that the Internal Revenue Service currently recognizes the applicant as an organization to which contributions are tax deductible under section 501(c)(3) of the Internal Revenue Code;

(2) A statement from a State taxing body or the State attorney general certifying that:

(i) The organization is a nonprofit organization operating within the State; and

(ii) No part of its net earnings may lawfully benefit any private shareholder or individual;

(3) A certified copy of the applicant's certificate of incorporation or similar document if it clearly establishes the nonprofit status of the applicant; or

(4) Any item described in paragraphs (b) (1) through (3) of this section if that item applies to a State or national parent organization, together with a statement by the State or parent organization that the applicant is a local nonprofit affiliate.

## APPENDIX 7

**Consortium Member List**

**(Only required for applications submitted as a consortium application.)**

Please list a contact for each organization that has agreed to participate in this application as a consortium member.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organization IRN** | **Organization Name** | **Contact Name** | **Contact Phone** | **Contact Email** |
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