

##### Funding Opportunity

Applications Due: **Friday, November 22, 2019, by 11:59 pm**

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| Technology, Instruments, Guest Experiences, and Resources (TIGER) Music Grant  Sponsored by gifts, grants, and donations from FACE Vocal Band  C:\Users\burnham_k\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Face Logo PNG.PNG |



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# TIGER Music Grant

**Due Friday, November 22, 2019, by 11:59 pm**

# Introduction

The Technology, Instruments, Guest Experiences, and Resources (TIGER) Music Grant is made possible through a donation from FACE Vocal Band. This opportunity will provide small grants to applicants to impact classroom/school music programs. Knowing that it is often very difficult for music programs to buy sheet music, risers, and the basics for music instruction, small grants will be awarded to offset these costs.

Since 2005, FACE Vocal Band has maintained a strong commitment to supporting music education and inspiring young musicians. Face has held workshops, clinics, and assemblies for many schools and universities both in the U.S. and abroad, helping to raise tens of thousands of dollars for schools’ arts and music programs. When Face had the opportunity to perform at one of the most iconic music venues– Red Rocks Amphitheatre – they chose to make it a fundraiser as well, benefitting Colorado music education programs such as yours.

# Eligible Applicants

Local Education Agencies (LEAs) and non-public schools are eligible to apply for this opportunity. This includes:

* A School District (on behalf of individual schools and charter schools);
* A Board of Cooperative Services (BOCES) (on behalf of individual schools and charter schools);
* A Charter School authorized by the Charter School Institute (CSI); or
* Non-public schools.

Please note: Applications will not be accepted from individual schools within a school district. Applications must be submitted through the school district. For charter schools, the authorizer or CSI will be the fiscal agent, if funded.

# Available Funds

The TIGER Music Grant is made possible through gifts, grants, and donations from FACE Vocal Band. Approximately $20,000 will be available for the 2019-2020 school year. Applicants may request grant funding in amounts of up to $250, $500, or $1000, per school. **Note:** A maximum of $2,000 will be awarded to districts applying for multiple schools. For districts applying for a single school, a maximum of $1,000 will be awarded. CDE anticipates awarding approximately 20-35 grants. Grant funds are intended for items and services that directly benefit students and the community. Successful applicants should demonstrate that these outcomes will be prioritized.

# Allowable Use of Funds

The intent of this award is to provide sustainable expenditures for Colorado music students. Funds may be used to help offset costs for music instruction in classrooms, including, **but not limited to**:

* Risers, music stands;
* Materials (e.g., folders, pencils, staff paper);
* Music (including printed music or recordings);
* Technology (i.e., recording/hardware/software equipment);
* Accompanists;
* Competition entry fees;
* Music experiences (e.g., guest artists, field trips);
* Classroom instruments (e.g., classroom recorders, drums, xylophones, mallets, band instruments, string instruments, pianos/keyboards, guitars, or other small percussion); and
* Classroom resources (e.g., sight-reading books, notation books).

**Note:** Funding may not be used for equipment or space rentals, food, staff stipends, personal reimbursements, hiring for district positions, or other administration expenses.

# Duration of Grant

Grant funds will be awarded beginning in January 2020. Funds must be expended by June 30, 2020.

# Evaluation and Reporting

By September 30, 2020, each Education Provider that received funding through the TIGER Grant Program will asked to submit a short video clip on how the funding impacted their music program. This clip should be no more than two minutes. See **Attachment A** for the TIGER Music Grant Closeout Report.

**Note:** The grantee is responsible for obtaining all appropriate permissions to film students and personnel for video submissions.

Education providers will also be asked to complete an Annual Financial Report by September 30, 2020, to report expenses.

# Data Privacy

CDE takes seriously its obligation to protect the privacy of student and educator Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through the TIGER Music Grant. All program evaluation data will be collected in the aggregate and will be used, shared, and stored in compliance with CDE’s privacy and security policies and procedures.

Please note: Documents submitted must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under n=16 for students, or n=5 for educators.

# Technical Assistance

An application information video is available at <https://vimeo.com/365364773>

# Review Process and Timeline

Applications will be reviewed by CDE staff and peer reviewers to ensure they contain all required components. Applicants will be notified of final award status no later than **Friday, December 20, 2019**.

**Note:** This is a competitive process – applicants must score at least 20 points out of the 30 possible points to be approved for funding. Applications that score below 20 points may be asked to submit revisions that would bring the application up to a fundable level. There is no guarantee that submitting an application will result in funding or funding at the requested level. All award decisions are final. Applicants that do not meet the qualifications may reapply for future grant opportunities.

# Submission Process and Deadline

An electronic copy of the application (in PDF format) and electronic budget (in Excel format) must be submitted to [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us) by **Friday, November 22, 2019, by 11:59 pm**. The electronic version should include all required components of the application as one document (excluding the electronic budget). Please attach the electronic budget workbook in Excel format as a separate document. Faxes will not be accepted. Incomplete or late applications will not be considered. If you do not receive an email confirmation of receipt of your application within 24 hours after the deadline, please email [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us). Application materials and budget are available for download on the CDE website at [www.cde.state.co.us/coarts](http://www.cde.state.co.us/coarts).

Submit the electronic copy of the application and electronic budget to

[CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us)

By **Friday, November 22, 2019, by 11:59 pm**

# Application Format

* The total narrative (Sections A-B) of the application cannot exceed three pages. Please see below for the required elements of the application. Note: Applications that exceed three pages will not be reviewed.
* The signature page must include original signatures of the lead organization/fiscal agent.

# Required Elements

The format outlined below must be followed in order to assure consistent application of the evaluation criteria. See evaluation rubric for specific selection criteria needed in Part II (pages 10-11).

Part I: Application Introduction (not scored):

Part IA: Cover Page - Applicant Information

Part IB: Recipient Schools Information

Part IC: Program Assurances Form

Part II: Narrative:

Section A: Project Description

Section B: Budget Narrative and Electronic Budget

# TIGER Music Grant

**Due by: Friday, November 22, 2019, by 11:59 pm**

# Part IA: Cover Page - Applicant Information

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Lead Local Education Agency (LEA)/BOCES Information** | | | | | | | | | |
| **LEA/BOCES Name:** | |  | | | | | | **LEA/BOCES Code:** |  |
| **Mailing Address:** | |  | | | | | | | |
| **Type of Education Provider**  (check box below that best describes your organization or authorizer) | | | | | | | | | |
| School District BOCES   Charter School Institute Non-Public School | | | | | | | | | |
| **Region**  (indicate region of Colorado this program will directly impact) | | | | | | | | | |
| Metro Pikes Peak  North Central  Northwest  West Central Southwest Southeast Northeast | | | | | | | | | |
| **Recipient Schools**  (list all schools impacted by this funding – additional rows may be added) | | | | | | | | | |
|  | | | |  | | | | | |
|  | | | |  | | | | | |
|  | | | |  | | | | | |
| Authorized Representative Information | | | | | | | | | |
| **Name:** |  | | **Title:** | |  | | | | |
| **Telephone:** |  | | **E-mail:** | | |  | | | |
| **Music Program Contact Information** | | | | | | | | | |
| **Name:** |  | | **Title:** | |  | | | | |
| **Telephone:** |  | | **E-mail:** | | |  | | | |
| **Fiscal Manager Information** | | | | | | | | | |
| **Name:** |  | | | | | | | | |
| **Telephone:** |  | | **E-mail:** | | |  | | | |
|  | | | | | | | | | |
| **Indicate the total amount you are requesting.**  *(Please indicate amounts**of up to $250, $500, or $1000 per school)* | | | | | | | $ | | |

# Part IB: Recipient Schools Information

Complete and attach after Cover Page. If needed, additional copies of this page should be attached in order to include each participating school.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Recipient School Information** | | | | | | |
| **School Name:** | |  | | | **School Code:** |  |
| **Mailing Address:** | |  | | | | |
| Principal Information | | | | | | |
| **Name:** |  | | | | | |
| **Telephone:** |  | | **E-mail:** |  | | |
| **Amount Requested:** | | $ | | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Recipient School Information** | | | | | | |
| **School Name:** | |  | | | **School Code:** |  |
| **Mailing Address:** | |  | | | | |
| Principal Information | | | | | | |
| **Name:** |  | | | | | |
| **Telephone:** |  | | **E-mail:** |  | | |
| **Amount Requested:** | | $ | | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Recipient School Information** | | | | | | |
| **School Name:** | |  | | | **School Code:** |  |
| **Mailing Address:** | |  | | | | |
| Principal Information | | | | | | |
| **Name:** |  | | | | | |
| **Telephone:** |  | | **E-mail:** |  | | |
| **Amount Requested:** | | $ | | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Recipient School Information** | | | | | | |
| **School Name:** | |  | | | **School Code:** |  |
| **Mailing Address:** | |  | | | | |
| Principal Information | | | | | | |
| **Name:** |  | | | | | |
| **Telephone:** |  | | **E-mail:** |  | | |
| **Amount Requested:** | | $ | | | | |

# Part IC: Program Assurances Form

The appropriate Authorized Representatives must sign below to indicate their approval of the contents of this application for the TIGER Music Grant, and the receipt of program funds.

|  |  |  |  |
| --- | --- | --- | --- |
| On | (date) | , 2019, the Board of | (district/BOCES/CSI/Non-Public School) |

hereby agrees to the following assurances:

1. The grantee will submit a short video clip on how the funding impacted their music program by September 30, 2020.
2. The grantee will be responsible for obtaining all appropriate permissions to film students and personnel for video submissions.
3. The grantee will use the grant award for the specified program activities approved in their grant application.
4. That funded projects will maintain appropriate fiscal and program records and that fiscal audits of this program will be conducted by the grantees as a part of their regular audits.
5. That if any findings of misuse of these funds are discovered, project funds will be returned to CDE.
6. The grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
7. The grantee will maintain sole responsibility for the project.

The Colorado Department of Education may terminate a grant award upon thirty days’ notice if it is deemed by CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results.

Project modifications and changes in the approved budget must be requested in writing and be approved in writing by CDE **before** modifications are made to the expenditures. Please contact Marti Rodriguez ([Rodriguez\_M@cde.state.co.us](mailto:Rodriguez_M@cde.state.co.us), 303- 866-6769) and Carla Aguilar ([Aguilar\_C@cde.state.co.us](mailto:Aguilar_C@cde.state.co.us), 303-615-0105) for any modifications.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name of Organization Board President  (School Board, BOCES, Charter School) |  | Signature |
|  |  |  |
| Name of Organization Authorized Representative  (Superintendent, Charter School Institute, BOCES Executive Director) |  | Signature |
|  |  |  |
| Name of Music Program Director/TIGER Grant Contact |  | Signature |

**Note:** If grant application is approved, funding will not be awarded until all signatures are in place. Please attempt to obtain all signatures before submitting the application.

# TIGER Music Grant

**Due by: Friday, November 22, 2019, by 11:59 pm**

# Application Scoring

CDE Use Only

|  |  |  |  |
| --- | --- | --- | --- |
| **Part I:** | **Application Introduction** | | No Points |
| **Part II:** | **Narrative** | |  |
|  | Section A: | Project Description | /15 |
|  | Section B: | Budget Narrative and Electronic Budget | /15 |
| **Total:** | | | **/30** |

**GENERAL COMMENTS:** Please indicate support for scoring by including overall strengths and weaknesses. These comments will be provided to applicants with their final scores.

**Strengths:**

**Weaknesses:**

**Required Changes:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **RECOMMENDATION:** | Funded |  |  | Funded with Changes |  |  | Not Funded |  |

# Selection Criteria and Evaluation Rubric

Part I: Application Introduction (No Points)

Cover Pages and Assurances

Complete applicant information and program assurances and include as the first pages of the application.

**Part II: Narrative (30 Points)**

The following criteria will be used by reviewers to evaluate the application as a whole. In order for the application to be recommended for funding, it must receive at least 20 points out of the 30 possible points and all required elements must be addressed. An application that receives a score of zero on any required elements will not be funded.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Section A: Project Description** | **Minimally Addressed or Does Not Meet Criteria**  ***(Information not provided)*** | **Met Some but Not All Identified Criteria**  ***(Requires additional clarification)*** | **Addressed Criteria but Did Not Provide Thorough Detail**  ***(Adequate response, but not thoroughly developed or high quality response)*** | **Met All Criteria with High Quality**  ***(Clear, concise, and well thought out response)*** | **Total** |
| 1. Describe your current music program and the number of students this funding would impact. *(Approximately 200 words)* | 0 | 1 | 3 | 5 |  |
| Click here to enter text. | | | | | |
| 1. Describe how the TIGER Music Grant would impact your classroom or program. *(Approximately 200 words)*   If you were previously awarded a TIGER grant, how did you sustain the equipment/services that were purchased with the grant funds? If you were not able to sustain the equipment/services, what sustainability strategies do you intend to implement with this round of funding? *(Approximately 100 additional words)* | 0 | 3 | 7 | 10 |  |
| Click here to enter text. | | | | | |
| **Reviewer Comments:** | | | | | |
| **Total** | | | | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Section B: Budget Narrative and Electronic Budget** | **Minimally Addressed or does not meet criteria**  ***(information not provided)*** | **Met some but not all identified criteria**  ***(requires additional clarification)*** | **Addressed criteria but did not provide thorough detail**  ***(adequate response, but not thoroughly developed or high quality response)*** | **Met All Criteria with High Quality**  ***(clear, concise and well thought out response)*** | **Total** |
| 1. Complete and attach the **Budget Spreadsheet (Excel file)**. List costs of the proposed project as presented that are reasonable, necessary and are calculated to show how amounts are determined. The budget should be sufficient in relation to the objectives, design, scope and sustainability of project activities and demonstrate how funds will be used for supplementary services.   **Item Description Example:**  .x FTE for [activity or purchase] at $xxxxx per [hour or month or year/amount] times [x per hours or months or year] | 0 | 1 | 3 | 5 |  |
| 1. In addition to submitting the electronic budget, include a **Budget Narrative** *(included in the 3-page limit)* in a narrative format that addresses the following criteria:  * A description that summarizes all expenditures. * Costs must be reasonable and the budget sufficient in relation to the objectives, design, and scope of project activities. | 0 | 3 | 7 | 10 |  |
| Click here to enter text. | | | | | |
| **Reviewer Comments:** | | | | | |
| **Total** | | | | |  |

# Attachment A: End of Year Reporting

By September 30, 2020, the End of Year Report for the TIGER Music Grant must be completed. The report can be completed online at [www.surveymonkey.com/r/tigermusicgrant\_closeoutreport](https://www.surveymonkey.com/r/tigermusicgrant_closeoutreport). Please post the two-minute impact video to a video sharing site and submit the link via the closeout report. **Note:** The grantee is responsible for obtaining all appropriate permissions to film students and personnel for video submissions.

