



COLORADO
Department of Education

Funding Opportunity

Applications Due: **Wednesday, January 15, 2020, by 11:59 pm**

Application Information Webinar: **Monday December 2, 2019, 9-10 am**

Automatic Enrollment in Advanced Courses Grant Program

Pursuant to SB 19-059 - John W. Buckner Automatic Enrollment in Advanced Courses Grant Program

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Automatic Enrollment in Advanced Courses Grant Program

Due by: Wednesday, January 15, 2020, by 11:59 pm

Introduction

All students deserve the opportunity to learn higher-level content and students who have access to a rigorous curriculum perform better across multiple measures, including graduating high school and completing higher education. Traditionally, disadvantaged minorities and low-income students of all racial and ethnic backgrounds who perform well in school do not enroll in advanced classes at the same rate as their peers, regardless of preparedness. High school graduation guidelines adopted by the Colorado state board of education require students to demonstrate competency in math and English scores to graduate, which can include achieving a sufficient score on an advanced placement or international baccalaureate exam. A school's or school district's course placement policies and decisions impact a student's opportunity to reach his or her full academic potential.

See **Attachment A** for the Rules for Administration of this program.

Purpose

The John W. Buckner Automatic Enrollment in Advanced Courses Grant Program is intended to increase the number of students enrolled in advanced courses for subjects in which the student has demonstrated proficiency.

"Advanced course" means an advanced course of study in any subject, including an Advanced Placement course; an International Baccalaureate course; or a course designated by a school district as an honors, gifted, or accelerated course.

Eligible Applicants

Local Education Providers (LEPs) are eligible to apply for this opportunity. An eligible LEP is:

- A School District (a school operating within the district may not submit a standalone application);
- A School (only if the authorizing district does not intend to submit an application)
- A Board of Cooperative Services (BOCES);
- A Charter School authorized by a School District; or
- A Charter School authorized by the Charter School Institute.

An application from an individual school must be submitted by the Chief Administrative Officer of the school (if the authorizing district does not intend to submit an application) and, if the school is not a charter school, the school must notify the superintendent of the authorized school district of the application. The school's district will be the fiscal agent, if funded.

A charter school's authorizer will be the fiscal agent, if funded.

A Local Education Provider is eligible for the grant program if the LEP automatically enrolls each student entering the ninth grade or higher in an advanced course based on any of the following criteria:

- 1) The student achieved a score that is equivalent to, or exceeds, demonstrating proficiency on the state assessment that was administered pursuant to section 22-7-1006.3 for the preceding academic year, referred to in this section as an "eligible score", as follows:
 - a) Students who achieve an eligible score in a subject related to mathematics must be automatically enrolled in advanced courses in mathematics;
 - b) Students who achieve an eligible score in subjects relating to reading and writing must be enrolled in advanced courses in English, social studies, humanities, or other related subjects; and
 - c) Students who achieve an eligible score in a subject related to science or social studies must be automatically enrolled in advanced courses in science or social studies; or

- 2) Any other measure, applied to all students enrolled in a Local Education Provider, that, in the judgment of the Local Education Provider, is an indicator that a student demonstrates the ability to succeed in an advanced course.

Available Funds

Approximately \$220,000 is available for the 2019-2020 school year. CDE anticipates to award grants for a one-year period. Funding in subsequent years for grantees is contingent upon continued appropriations and upon grantees meeting all grant, fiscal and reporting requirements.

The Department will award funds based on the following formula:

- 1) The Department will use the aggregate information provided by each applicant eligible Local Education Providers under Rule 3.03(2) to determine an overall average cost per student.
- 2) The Department will apply the average calculated in Rule 3.04(1)(a) to each eligible Local Education Provider by multiplying the overall average cost per student times the number of students served.
- 3) The Department will award an amount to each eligible Local Education Provider based on the number of students and average cost per student served under Rule 3.04(1)(b).
 - a) If the total funding requested in an eligible Local Education Provider's application is less than the award determined under Rule 3.04(1)(c), then the Local Education Provider's award will be equal to the total funding requested in its application.
- 4) Additionally, supplemental funding based on the number of grade levels served may be included in the award.
- 5) If the total amount appropriated by the General Assembly in a given fiscal year is insufficient to fully fund awards as determined under Rule 3.04(1)(c), the Department will reduce each eligible Local Education Provider's award by a proportional amount.

Allowable Use of Funds

A Local Education Provider that receives a grant under the program shall use the funding as follows:

Allowable services or activities include:

- Expanding the number of advanced courses offered in the Local Education Provider, including the use of technology to increase the number of advanced courses offered;
- Incentivizing teachers to teach advanced courses, including teacher training and professional development in areas relating to advanced course instruction;
- Developing advanced course curriculum; or
- Expanding parent and student engagement with the Local Education Provider as it relates to advanced course availability and enrollment and student success in advanced courses.

A Local Education Provider that is awarded a grant **may not** use the grant money for the purpose of hiring new teachers.

Duration of Grant

Grants will be awarded for a one-year term beginning in the 2019-2020 fiscal year. Additional grant funding for subsequent years will be contingent upon annual appropriations by the State Legislature. Funded applicants for the 2019-2020 school year are not guaranteed any additional funding beyond the 2019-2020 year at this time. Funds must be expended by **October 31, 2020**.

Evaluation and Reporting

Each Local Education Provider that receives funding through the Automatic Enrollment in Advanced Placement Courses Grant Program must submit an annual report to the Department that includes the following information on or before **October 31, 2020**.

- The number of students enrolled in advanced courses before and after implementation of the grant program;
- The number of students automatically enrolled in advanced courses by the Local Education Provider before and after implementation of the grant program;
- Demographic information of students automatically enrolled in advanced courses, including grade, race, ethnicity, gender, and socioeconomic information before and after implementation of the grant program;
- The number of students in grades 4-8 automatically enrolled in advanced courses before and after implementation of the grant program if applicable; and
- The ways in which grant dollars were utilized.

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 Automatic Enrollment in Advanced Courses Grant Program. 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 training webinar will be held on **Monday, December 2, 2019, from 9-10am** at <https://zoom.us/j/134581158>. Following the webinar, a link to the recording will be posted at www.cde.state.co.us/postsecondary/apautoenrollment.

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 **Wednesday, April 1, 2020**.

Note: This is a competitive process – applicants must meet all rubric criteria to be approved for funding. Applications that do not meet all criteria 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 by **Wednesday, January 15, 2020, by 11:59 pm**. The electronic version should include all required components of the application as one document. 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. Application materials and budget are available for download on the www.cde.state.co.us/postsecondary/apautoenrollment.

Submit the electronic copy of the application and electronic budget to:

CompetitiveGrants@cde.state.co.us

By: **Wednesday, January 15, 2020, by 11:59 pm**

Application Format

- The total narrative (Section A) of the application cannot exceed 3 pages (response template included). Please see below for the required elements of the application. **Note:** Applications that exceed 3 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 (page 11).

Part I: Application Introduction (not scored):

Part IA: Cover Page - Applicant Information

Part IB: Recipient Schools Information

Part IB: Program Assurances Form

Part II: Narrative:

Section A: Program Description

Automatic Enrollment in Advanced Courses Grant Program

Due by: Wednesday, January 15, 2020, by 11:59 pm

Part IA: Cover Page - Applicant Information

Lead Local Education Provider (LEP)/BOCES Information			
LEP/BOCES Name:		LEP/BOCES Code:	
Mailing Address:			
Type of Education Provider			
(check box below that best describes your organization or authorizer)			
<input type="checkbox"/> School District <input type="checkbox"/> BOCES <input type="checkbox"/> Single School Authorized by District <input type="checkbox"/> Charter School			
Region			
(indicate region of Colorado this program will directly impact)			
<input type="checkbox"/> Metro <input type="checkbox"/> Pikes Peak <input type="checkbox"/> North Central <input type="checkbox"/> Northwest <input type="checkbox"/> West Central <input type="checkbox"/> Southwest <input type="checkbox"/> Southeast <input type="checkbox"/> Northeast			
Recipient Schools			
(list all schools impacted by this funding – additional rows may be added)			
Authorized Representative Information			
Name:		Title:	
Telephone:		E-mail:	
Program Contact Information			
Name:		Title:	
Telephone:		E-mail:	
Fiscal Manager Information			
Name:			
Telephone:		E-mail:	
Amount of Funding Requested:			

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:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Part IC: Program Assurances Form

The appropriate Authorized Representatives must sign below to indicate their approval of the contents of the application Automatic Enrollment in Advanced Courses Grant Program, and the receipt of program funds.

On _____ (date), 20____, the Board of _____ (district/BOCES/CSI) hereby agrees to the following assurances:

- 1) The grantee will annually provide the Colorado Department of Education the evaluation information required in the End-of-Year Report (see **Attachment A: 3.06 Reporting Requirements**) of the Request for Applications.
- 2) The grantee will work with and provide requested data to CDE for Automatic Enrollment in Advanced Courses Grant Program within the time frames specified.
- 3) The grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
- 4) That funds will be used to supplement and not supplant any funds currently being used to provide services and grant dollars will be administered by the appropriate fiscal agent.
- 5) 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.
- 6) That if any findings of misuse of these funds are discovered, project funds will be returned to CDE.
- 7) The grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.
- 8) The grantee has automatically enrolled all eligible students into advanced courses based on the criteria in 3.02(1) and will use grant funds solely for the approved use as stated in 3.05. This assurance will be used to verify eligibility for the program.

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 the CDE before modifications are made to the expenditures. Please contact Brittany Shores (Shores_B@cde.state.co.us, 303-866-6911) and Marina Kokotovic (Kokotovic_M@cde.state.co.us, 303-866-6267) 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 LEP Program 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.

Automatic Enrollment in Advanced Courses Grant Program

Due by: Wednesday, January 15, 2020, by 11:59 pm

Application Scoring

CDE Use Only

Part I: Application Introduction

Not Scored

Part II: Narrative

Section A: Program Description

Met All Criteria

Did Not Meet All Criteria

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

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 meet all rubric criteria.

Section A: Program Description	Did Not Meet	Met
1) The local education provider has automatically enrolled all eligible students into advanced courses based on the criteria in 3.02(1) (see Attachment A) and will use grant funds solely for the approved use as stated in 3.05 (see Attachment A). This assurance will be used to verify eligibility for the program.	<input type="checkbox"/>	<input type="checkbox"/>
[Provide Response Here]		
2) Describe the LEP's existing advanced courses and any planned advanced courses, including courses that may be implemented with money received from the grant program.	<input type="checkbox"/>	<input type="checkbox"/>
[Provide Response Here]		
3) Detail the LEP's plan for automatically enrolling students into advanced courses, including the costs associated with implementing its plan, the number of students it expects to automatically enroll in advanced courses, and the grade levels it expects to serve through its plan.	<input type="checkbox"/>	<input type="checkbox"/>
[Provide Response Here]		
4) Describe how the LEP will use any grant awarded consistent with the requirements of Rule 3.05 (see Attachment A).	<input type="checkbox"/>	<input type="checkbox"/>
[Provide Response Here]		
5) Describe of any additional support systems that the LEP intends to implement to ensure the success of the eligible students who have been automatically enrolled in advanced coursework.	<input type="checkbox"/>	<input type="checkbox"/>
[Provide Response Here]		
Reviewer Comments:		

Attachment A: Rules of Administration

DEPARTMENT OF EDUCATION

Colorado State Board of Education

1 CCR 301-108 RULES FOR THE ADMINISTRATION OF THE JOHN W. BUCKNER AUTOMATIC ENROLLMENT IN ADVANCED COURSES GRANT PROGRAM

1.00 STATEMENT AND BASIS OF PURPOSE

The statutory basis for these rules is found in section 22-95.5-201 et. seq C.R.S. The John W. Buckner Automatic Enrollment in Advanced Courses Grant Program is intended to increase the number of students enrolled in advanced courses for subjects in which the student has demonstrated proficiency.

2.00 DEFINITIONS

2.01 "Advanced course" means an advanced course of study in any subject, including an Advanced Placement course; an International Baccalaureate course; or a course designated by a school district as an honors, gifted, or accelerated course.

2.02 "Department" means the department of education created and existing pursuant to section 24-1-115.

2.03 "Grant program" means the John W. Buckner automatic enrollment in advanced courses grant program created in section 22-95.5-202.

2.04 "Eligible score" means score that is equivalent to, or exceeds, demonstrating proficiency on the state assessment that was administered pursuant to section 22-7-1006.3.

2.05 "Local Education Provider" means a public school as described in section 22-1-101, a school district, or a board of cooperative services created pursuant to article 5 of this title 22.

2.06 "Parent" means a student's biological parent, adoptive parent, or legal guardian.

2.07 "Rural school district" means a school district in Colorado that the Department determines is rural based on the size of the district, the distance from the nearest large urban/urbanized area, and having a student enrollment of approximately 6,500 students or fewer.

2.08 "School district" means any public school district organized under the laws of Colorado. "School district" does not include a local college district.

2.09 "State board" means the state board of education created and existing pursuant to section 1 of article IX of the state constitution.

3.00 APPLICATION INFORMATION

3.01 Application Timeline

3.01(1) Annually, based on available appropriations, the Department will publish a detailed application timeline. Applications will be due no later than January 15 of each calendar year.

3.01(1)(a) The Department will notify Local Education Providers of the detailed application timeline twice within three months prior to the release of the application in the first year, and at least once in each consecutive year.

3.01(2) The Department will announce grants awards no later than April 1 of each calendar year.

3.01(3) The Department will release a simplified application for rural school districts that will prepopulate any available data related to student eligibility.

3.02 Eligibility Requirements

3.02(1) A Local Education Provider is eligible for the grant program if the Local Education Provider automatically enrolls each student entering the ninth grade or higher in an advanced course based on any of the following criteria:

3.02(1)(a) The student achieved an eligible score for the preceding academic year, as follows:

3.02(1)(a)(i) Students who achieve an eligible score in a subject related to mathematics must be automatically enrolled in advanced courses in mathematics;

3.02(1)(a)(ii) Students who achieve an eligible score in subjects relating to reading and writing must be enrolled in advanced courses in English, social studies, humanities, or other related subjects; and

3.02(1)(a)(iii) Students who achieve an eligible score in a subject related to science or social studies must be automatically enrolled in advanced courses in science or social studies; or

3.02(1)(b) Any other measure, applied to all students enrolled in a Local Education Provider, that, in the judgment of the Local Education Provider, is an indicator that a student demonstrates the ability to succeed in an advanced course.

3.02(2) In addition to the requirements in Rule 3.02(1), an eligible Local Education Provider is encouraged to use automatic enrollment for courses in subjects not listed above.

3.02(3) In addition to the requirements in Rule 3.02(1), an eligible Local Education Provider is encouraged to automatically enroll each student entering the fourth through eighth grade in advanced courses.

3.02(4) If a school district submits an application and is eligible for a grant, a school operating within that district may not submit an application. If a school district does not apply, an individual school within the district may apply if an application is submitted by the chief administrative officer and, if the school is not a charter school, the school notifies the superintendent of the school district of the school's application.

3.03(5) An eligible Local Education Provider shall permit a parent of a student to remove the student from an advanced course in which the student has been automatically enrolled. A Local Education Provider may permit a parent of a student to exempt the student from any automatic enrollment in advanced courses.

3.03 Application Requirements

An application submitted by a Local Education Provider shall include the following:

3.03(1) A description of the Local Education Provider's existing advanced courses and any planned advanced courses, including courses that may be implemented with money received from the grant program;

3.03(2) The Local Education Provider's plan for automatically enrolling students into advanced courses, including the costs associated with implementing its plan, the number of students it expects to automatically enroll in advanced courses, and the grade levels it expects to serve through its plan;

3.03(3) A description of how the Local Education Provider will use any grant awarded consistent with the requirements of Rule 3.05;

3.03(4) A description of any additional support systems that the Local Education Provider intends to implement to ensure the success of the eligible students who have been automatically enrolled in advanced coursework; and

3.03(5) An assurance that the eligible Local Education Provider has automatically enrolled all eligible students into advanced courses based on the criteria in 3.02(1), and will use grant funds solely for the approved use as stated in 3.05. This assurance will be used to verify eligibility for the program.

3.04 Grant Awards

3.04(1) The Department will award funds based on the following formula:

3.04(1)(a) The Department will use the aggregate information provided by each applicant eligible Local Education Providers under Rule 3.03(2) to determine an overall average cost per student.

3.04(1)(b) The Department will apply the average calculated in Rule 3.04(1)(a) to each eligible Local Education Provider by multiplying the overall average cost per student times the number of students served.

3.04(1)(c) The Department will award an amount to each eligible Local Education Provider based on the number of students and average cost per student served under Rule 3.04(1)(b)

3.04(1)(c)(i) If the total funding requested in an eligible Local Education Provider's application is less than the award determined under Rule 3.04(1)(c), then the Local Education Provider's award will be equal to the total funding requested in its application.

3.04(1)(d) Additionally, supplemental funding based on the number of grade levels served may be included in the award.

3.04(1)(e) If the total amount appropriated by the General Assembly in a given fiscal year is insufficient to fully fund awards as determined under Rule 3.04(1)(c), the Department will reduce each eligible Local Education Provider's award by a proportional amount.

3.05 Use of Incentives

3.05(1) A Local Education Provider that receives a grant under the program shall use the funding for:

3.05(1)(a) Expanding the number of advanced courses offered in the Local Education Provider, including the use of technology to increase the number of advanced courses offered;

3.05(1)(b) Incentivizing teachers to teach advanced courses, including teacher training and professional development in areas relating to advanced course instruction;

3.05(1)(c) Developing advanced course curriculum; or

3.05(1)(d) Expanding parent and student engagement with the Local Education Provider as it relates to advanced course availability and enrollment and student success in advanced courses.

3.05(2) A Local Education Provider that is awarded a grant may not use the grant money for the purpose of hiring new teachers.

3.06 Reporting Requirements

3.06(1) A Local Education Provider that receives an award from the grant program must submit an annual report to the Department that includes the following information:

3.06(1)(a) The number of students enrolled in advanced courses before and after implementation of the grant program;

3.06(1)(b) The number of students automatically enrolled in advanced courses by the Local Education Provider before and after implementation of the grant program;

3.06(1)(c) Demographic information of students automatically enrolled in advanced courses, including grade, race, ethnicity, gender, and socioeconomic information before and after implementation of the grant program;

3.06(1)(d) The number of students in grades 4-8 automatically enrolled in advanced courses before and after implementation of the grant program if applicable; and

3.06(1)(e) The ways in which grant dollars were utilized.