



REQUEST FOR PROPOSALS (RFP)

World Language Providing Access for Rural Teachers for New Equipment and Resources

PARTNER Grant

2021 -2022

Request for Application: December 7, 2021

Application Deadline: January 24, 2022



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Program Description

The Georgia Department of Education (GaDOE) has allocated ARP funds for the **FY22** World Languages Providing Access for Rural Teachers for New Equipment and Resources (WL PARTNER) Grants which are GaDOE-administered, non-renewable, non-transferrable grants for up to \$2000 thousand dollars used to create and/or support sustainable world language instruction initiatives to support quality world languages education.

Eligibility

Eligible FY22 PARTNER Grant applicants must be public school local educational agencies (LEA) and charter LEAs that located in designated rural systems (For more information – contact pwallace@doe.k12.ga.us)

Proposal Review Process

During the review process, each application will be reviewed and scored by GaDOE approved and trained readers/scorers. The readers/scorers will individually assign and record points (1-100) using the scoring rubric. Readers/Scorers may ask grant organizers clarifying questions regarding allowability; however, grant organizers may not speculate or offer opinions regarding the applicant's intent. In the likely event that the number of applications receiving a qualifying score exceeds the number of available grants, only the highest, rank-ordered applications will be recommended for funding. All applicants whose application was scored will be notified via email after the State Board has rendered a decision/approved grants. Decisions are final and an appeal process is not available.

Grant Period

Grant funds will be available March 1, 2022 through Dec 15th, 2022.

Grant Award Notification

All awards are subject to availability of funds. Grant awards are not final until approved by the State Board of Education (SBOE), and an award notification is sent from the GaDOE.

NOTE: The grant award may be different than the request made in a proposal. This is usually due to differences between available funds and the total amount funded to all grantees. Recipients will receive an award notification via email. The level of funding and effective date of the projects will be included in the notification of the grant award letter.

Accountability and Monitoring the Use of Federal Funds

Awardees must have correctly and completely submitted required close-out documentation. The following are required: Completion Closeout Report (Microsoft Forms); Lesson Plan (s); Expenditure Report and supporting documents for received goods/services. This grant award is made subject to the provisions of all applicable federal or state laws and regulations and is contingent on federal funding.

Each applicant receiving funding through this RFP must:

- Meet the eligibility requirements for the grant described herein, and the applicant has provided all required assurances that it will comply with all the program implementation and reporting requirements established through this RFA.
- Appropriately use these funds as described in this application package.
- Implement activities funded through this application within the timeline in which the fund provided are to be used.

- Participate in two meetings (initial and final to discuss goals and objectives, implementation procedures and progress, and programmatic success and effectiveness.

To fulfill monitoring responsibilities, the GaDOE requires awardees to submit appropriate fiscal and program documentation following guidance provided by the GaDOE program office. Materials and/or resources required for student-centric activities must be in full use while the students are attending the assigned course.

Should circumstances warrant any changes to the approved plan, the awardee must initiate an amendment request. It is important to note that the SBOE-approved grant plan cannot be changed or altered by any party without an approved amendment. Furthermore, because the grant plan is approved by the SBOE, be aware that amending the budget and/or implementation plan will be limited.

Choose an item

Program Requirements

Awarded funds are specifically for World Languages related instruction which occurs during the school day within state-approved world language course numbers starting with the prefix's 60 - 67.

Programmatic Assurances

Consumables purchased via this grant must be used to:

- supplement, not supplant, existing world language programming
- develop or support quality world languages instruction as a part of a graded state approved world languages course during the regular school day schedule. These courses begin with the prefix 60-67.
- be needs-based and directly related to measurable goals, objectives, and/or intended outcomes
- be regularly monitored and formally assessed for effectiveness

Reporting Requirements

FY22 WL PARTNER Grant closes Dec 15, 2022.

Awardees must have correctly and completely submitted required close-out documentation.

- Completion Report (Microsoft Forms)
- Lesson Plan (1)
- Detailed Expenditure Report and supporting documents for received goods/services

Authorized Activities

Applicants are encouraged to plan world language activities that are attainable within the grant's period of performance. Expenditure of funds after the period of performance is not allowable. Funds dedicated to an activity that did not occur may not be repurposed for other activities. FY22 WL PARTNER Grant applicants can use funds to purchase the following items: Equipment and/or instructional resources needed for mastery of the Georgia Standards of Excellence in courses that begin with the prefix 60 - 67.

Unauthorized Activities

Proposals will be screened for unallowable activities twice. The initial screening will be during the submission process, and proposals found to contain unallowable activities will be automatically eliminated and not forwarded to the reviewer. After all proposals have been read, reviewer comments will be reviewed. Should a reviewer have a question during the scoring process or find the proposal contains unallowable activities and/or activities that extend beyond the scope of the grant, the proposal will be reviewed by grant organizers to determine acceptability.

FY22 WL PARTNER Grant funds may not be used:

- For new/improvement construction or capital improvements to existing structures such as carpet, non-freestanding mirrors, laminate coverings, and building renovations.
- To support after or before school clubs or summer programs.
- The purchase of textbooks or games.
- meet the eligibility requirements for the grant described herein, and the applicant has provided all required assurances that it will comply with all program implementation and reporting requirements established through this RFA.

Proposal Submission

Please review the following directions very carefully before submitting the application.

APPLICATION. The deadline for submission is 10 AM, January 24, 2022. The application must be submitted on or before the deadline.

SUBMIT EARLY. Applications cannot be accepted after the deadline. Please factor in unexpected delays and/or technical issues at the point of origin. The GaDOE is required to enforce the established submission deadline to ensure fairness to all applicants. Faxed, emailed, or paper applications are not acceptable and will not be reviewed by the GaDOE.

USE PROVIDED APPLICATION TEMPLATE. Supplemental or revised application formats, attachments, or information, either from the applicant agency or other sources will not be accepted.

Procedures

Please review the following directions very carefully prior to submitting the proposal at the application link.

- *Proposal Portal:* To access the application click: [WL PARTNER Grant Application](#)
- *Submit Early:* Proposals cannot be accepted after the deadline. Please factor unexpected delays and/or technical issues The GaDOE is required to enforce the established submission deadline to ensure fairness to all applicants. Faxed, emailed, or paper proposals are not acceptable and will not be reviewed by the GaDOE.
- *Use provided Proposal template:* Supplemental or revised proposal formats, attachments, or information, either from the applicant agency or other sources will not be accepted.

Budget

There should be a calculation of the budget and a narrative of the budget. Each of these offer a lens for understanding how funds meet the identified need and activities. If evaluation or participant travel expenses need to be included in the budget of each grantee, indicate that here and indicate an expected

amount that must be included. The budget Question is included in the proposal template, and both the narrative response section and budget calculations must be submitted. The budget portion of the proposal will not be assigned points; however, an inaccurate, unreasonable, unjustified, or non-itemized budget will result in the proposal being excluded from consideration.

The associated proposed budget narrative must provide clear evidence that the expenditures are appropriate and justified to support the proposed programming/activities. If applicable, annotate additional funding (local/federal/in-kind) sources utilized to support planned program/activity.

Deadline

The deadline for submission is 10 AM, January 24, 2022. The application must be submitted on or before the deadline.

Grant Award Acknowledgement

To ensure clarity and continuity of support services, awardees must formally acknowledge receipt of, agree to the stated terms, and accept the award to Patrick Wallace via email at pwallace@doe.k12.ga.us within five days of receipt of the grant award email.

Please include the following information in the email:

- Name, position, and contact information of individual(s) (to be recognized by GaDOE as the official Designated Contact).
- Person responsible to receive/send communication from/to GaDOE regarding the FY22 **WL PARTNER** grant throughout the period of performance.
- Person responsible to ensure all evidentiary and fiscal documentation will be submitted/emailed/uploaded as per terms of the RFP.

Grant Award Notices (GANs)

Grant Award Notices (GANs) will be uploaded into the LEAs Consolidated Application portal by the program office summarizing the program, the amount and length of the award, and any other relevant information.

Scoring and Funding Recommendations

Scoring

During the review process, each proposal will be reviewed and scored by GaDOE approved and trained reviewer. The reviewer will individually assign and record points (1-100) using the scoring rubric. Reviewers may ask grant organizers clarifying questions regarding allowability; however, grant organizers may not speculate or offer opinions regarding the proposal's intention.

In the likely event that the number of proposals receiving a qualifying score exceeds the number of available grants, only the highest, rank-ordered proposals will be recommended for funding. GaDOE will

communicate with the contact person for any proposal that was scored via email after the SBOE has rendered a decision and/or approved grants.

Questions regarding the award process or scoring may go to the Project Manager or the Deputy Superintendent. Any appeals of the State Board approved grantee list must go to the State Board of Education.

Rubric: Scoring Components

All proposals will be scored using a rubric. Each proposal will be reviewed by two reviewers, and each will assign points based on the merit of the program/activity described. Each section is assigned a maximum allowable number of points. Reviewers will tally all earned points to render a raw score. Grant organizers will verify raw scores and forward them to the program manager who will determine the final score to be presented to the State Board of Education (SBOE).

[Link to Grant Rubric Template](#)

Programmatic Basics (20)

- Location
- Impacted state-approved World Language course(s) (prefix numbers 60-67. only)
- Identify teachers and leaders directly involved in the implementation of the program/activity. Include relevant qualifications and experience.
- Total number of students, and/or participants in the program
- Description of need/rationale for funding.

Proposed World Language Activity Description (30)

- Fully describe all significant components of the proposed program/activity. Ensure budget alignment.
- Include instructional strategies, student assignments/tasks/assessments, and performance requirements.

Goals/Objectives/Intended Outcomes (40)

- Articulate the goals/objectives/intended outcomes.
- Include a narrative summarizing the planning, implementation and results from classroom activities/projects supported by the grant.
- Address how funding will improve world language instructional quality and increase access for all students

Sustainability (10)

- Explain how programming/activities will be continued after the end of the grant period.
- If applicable, annotate additional funding/support services that are intended to increase sustainability.

