

# STATE AGENCY CHILDREN'S FUND

## REQUEST FOR PROPOSAL

### SPECIAL ALLOCATION FOR MEETING STUDENT ACADEMIC ACHIEVEMENT NEEDS

#### AVAILABILITY OF FUNDS



The Kentucky Educational Collaborative for State Agency Children (KECSAC), in collaboration with the Kentucky Departments of Juvenile Justice, Community Based Services, Behavior Health, Developmental and Intellectual Disabilities and the Kentucky Department of Education, is accepting proposals for projects designed to meet the significant academic achievement needs of state agency children.

State Agency Children as defined in KRS 158.135 are:

1. (a). Those children of school age committed to or in the custody of the Cabinet for Families and Children and placed, or financed by the cabinet, in a Cabinet for Families and Children operated or contracted institution, treatment center, facility, including those for therapeutic foster care and excluding those for nontherapeutic foster care; or  
(b) Those children placed or financed by the Cabinet for Families and Children in a private facility pursuant to child care agreements including those for therapeutic foster care and excluding those for nontherapeutic foster care;
2. Those children of school age in home and community-based services provided as an alternative to intermediate care facility services for the mentally retarded; and
3. Those children committed to or in custody of Department of Juvenile Justice, and placed in a department operated or contracted facility or program

This initiative is intended to help meet the significant academic achievement needs for state agency children in KECSAC funded programs. The project/initiative should be designed to serve the child in the least restrictive educational setting possible, provide the child with a therapeutic atmosphere, and allow educators to address educational issues as they occur in the classroom setting.

These funds are available for SFY 2015 through a competitive Request for Proposal (RFP) process. Proposals will be accepted from current KECSAC programs only.

**Funds will be distributed to selected school districts through a reimbursement process. Districts must submit to the KECSAC office an invoice with receipts (if applicable).**

**FUNDING REQUESTS ARE LIMITED TO \$5,000 per program per district.**

**KECSAC reserves the right to discontinue this RFP process without obligation or liability to any potential Grantee at any time prior to the award notification.**

**PROPOSAL FORMAT** (Please limit remarks to no more than 3 pages total excluding cover page)

**I. COVER PAGE**

The cover page of the *APPLICATION FOR STATE AGENCY CHILDREN'S FUND SPECIAL ALLOCATION FOR MEETING STUDENT ACHIEVEMENT NEEDS IN A-6 KECSAC PROGRAMS* should include the following:

- Name, address, phone & fax of the Host (Applicant) School District
- Name, phone number, and email of Education Contact Person
- Name of KECSAC Program and Program Contact Person
- Name(s) of Collaborating School Districts
- Name(s) of Counties to be served
- Name(s) of Collaborating Agencies

**II. PROPOSAL NARRATIVE**

**A. KECSAC Program Overview and Project Description**

Provide a brief overview of the current KECSAC program, including but not limited to, the organizational structure of the program and the number of students being served as well as a detailed description of the proposed project/initiative.

**B. Proposal Budget**

Attach a detailed budget that outlines the financial need to accomplish the proposed project/initiative. Because of the limited funds available for this one-time grant opportunity, **proposals are limited to \$5,000 per program per district.**

**C. Project/Initiative Goals and Objectives**

Describe goals, objectives, and desired outcomes of your project/initiative in measurable terms. Be specific.

- What is the overall goal of the project/initiative?
- What population will it serve, and what impact will it have on this population?
- What specific objectives will be achieved in order to reach that goal?

When possible, the proposed project/initiative should be linked to program goals as detailed in the program improvement plan attached to the original MOA with KECSAC.

#### D. Evaluation

In planning the proposal please describe how the school district will determine the success of the proposed project/initiative. What measures will determine if the project/initiative was/is beneficial to the state agency children being served?

A final impact report must be submitted to the KECSAC office no later than September 30, 2015. Failure to provide a written report may disqualify the program from receiving future grant awards.

#### **SUBMISSION AND REVIEW PROCESS**

Each proposal must include a completed cover page and all of the elements listed under "Proposal Format." One (1) unbound copy of each proposal must be submitted by either regular postal mail or email to:

KECSAC  
c/o Ronnie Nolan, Ed.D.  
Martin House  
Eastern Kentucky University  
521 Lancaster Avenue  
Richmond, KY 40475  
Or  
[ronnie.nolan@eku.edu](mailto:ronnie.nolan@eku.edu)

**The deadline for proposals for the SFY 2015 is  
4:30 p.m. Friday, February 27, 2015**

We will not consider an application that does not comply with the deadline requirements.

Due to limited financial resources available for this one time grant process, proposals will receive competitive review. Announcements of award winners will be made by Friday, March 6, 2015.

#### **TECHNICAL ASSISTANCE**

Questions specific to KECSAC and/or this RFP process should be directed to Dr. Ronnie Nolan at (859) 622-6552.

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***NEEDS***

**Scoring Guide**

Impact on Student Academic Achievement	25
Link to Program Improvement Plan	25
Clearly Stated and Measurable Goals, Objectives and Outcomes	25
Percentage of Student Population Impacted	20
Completeness of Application	20
Evaluation Design	10

The following table illustrates sample scoring scales along with guidance on evaluating a score's quality. For example the first line represents a total possible score of 25 points, a score of 0-8 would represent a poorly written proposal while a score of 24-25 would rate as an outstanding proposal.

<b>Scoring Guidelines</b>					
<b>Total</b>	<b>Poor</b>	<b>Weak</b>	<b>Adequate</b>	<b>Superior</b>	<b>Outstanding</b>
25	0-8	9-12	13-19	20-23	24-25
20	0-6	7-9	10-15	16-18	19-20
10	0-2	3-4	5-7	8-9	10