Engaging AP Students Through Mobile Handheld Computing Round 2

Grant Application and Guidance

GEORGIA
DEPARTMENT OF
EDUCATION
Kathy Cox, State Superintendent of Schools

FY10 Title II, Part D:
Enhancing Education Through Technology
(Ed Tech)
Competitive Grants

Georgia Department of Education
Office of Technology Services

Purpose of the Program

According to Elementary Secondary Education Act legislation and US-ED Program Guidance, the primary goal of the Ed Tech program is to improve student academic achievement through the use of technology (see http://www.ed.gov/programs/edtech/guidance.doc and http://www.ed.gov/policy/elsec/leg/esea02/pg34.html#sec2401). In Georgia, the FY10 Title IID Competitive Grant will specifically address three identified areas of need:

1. To improve the quality of Advanced Placement (AP) programs as measured by AP exam scores.
2. To increase enrollments in AP classes statewide, thereby providing a broader spectrum of learners with access to college-level courses in the supportive atmosphere of a high school classroom;
3. To increase the diversity of students who choose to enroll in AP courses to more accurately reflect the demographics of the school as a whole; and

In addition, the FY10 Title IID *Engaging AP Students Through Mobile Handheld Computing* Competitive grant shall:

1. Provide a mechanism by which Local Educational Agencies (LEAs) will provide regular use of digital learning resources by AP students that is aligned to authorized AP course syllabi;

2. Provide face-to-face, blended, and online job-embedded professional learning tailored to ensure successful implementation in each AP grant classroom supporting extensive use and evaluation of online academic resources relevant to each AP course.. The ETC will provide the job-embedded professional learning to the grant school and support the implementation of the grant outcomes, which includes periodic formative evaluation, classroom observations, instructional and technical support for the grantee's classrooms.

Outcomes of the grant supporting Ed Tech goals include:
1. By participating in the FY10 Title IID *Engaging AP Students Through Mobile Handheld Computing* Competitive grant, AP teachers will:
    a. Regularly use high-quality audio and video digital resources to enhance learning and content in AP courses.
    b. Participate in the face-to face, blended, and online job-embedded professional learning specifically tailored in support of research-based strategies of handheld technology and associated online learning resources and critical evaluation of those resources to enhance the AP learning environment.
    c. Regularly use the digital learning resources to increase their knowledge base of AP course content.
    d. Participate in formative and summative grant observations and the external evaluation.
2. By participating in the FY10 Title IID *Engaging AP Students Through Mobile Handheld Computing* Competitive grant, students will:
    a. Participate in whole group and small group instructional use of handheld technology to access and manipulate AP aligned digital learning resources to demonstrate what they know and are able to do.
    b. Regularly use critical thinking skills to evaluate the quality of digital resources in support of identified AP outcomes.
    c. Regularly use the handheld technology inside and outside the classroom to access the wealth of online digital learning resources that align with AP courses.
    d. Use the appropriate student response tools on the handheld to provide regular feedback that informs the teacher of their learning.
    e. Participate in formative and summative grant observations and external evaluation.
3. By participating in the FY10 Title IID *Engaging AP Students Through Mobile Handheld Computing* Competitive grant, the grant school administrators will:
    a. Provide leadership support towards the identified grant outcomes.
    b. Provide appropriate and necessary technology support for effective use of handheld technology by teachers and students in the grant identified AP classrooms.

     c. Utilize the grant identified GaDOE *Keys to Quality* resources and related classroom observation tools to formatively inform and guide implementation of the grant outcomes.

     d. Participate in formative and summative grant observations and external evaluation.

4. By participating in the FY10 Title IID *Engaging AP Students Through Mobile Handheld Computing* Competitive grant, the participating high schools will:

     a. Increase enrollments in AP classes statewide, thereby providing a broader spectrum of learners with access to college-level courses in the supportive atmosphere of a high school classroom (these numbers will be collected as part of the external evaluation);

     b. Increase the diversity of students who choose to enroll in AP courses to more accurately reflect the demographics of the school as a whole (these numbers will be collected as part of the external evaluation); and

     c. Maintain or improve the quality of AP programs as measured by AP exam scores.

Overview

This document invites eligible Local Educational Agencies (LEAs) in Georgia (see Round 2 Eligibility List on the GaDOE Title IID web page for a list of eligible schools/LEAs) to apply for Title II-D *Engaging AP Students Through Mobile Handheld Computing* Grant Round 2 for Fiscal Year FY10 and provides these eligible applicants with detailed information about the competitive process. All eligible schools may apply and there is no cap on the number of awards per LEA.

The grants are designed to help AP teachers enhance resource and data offerings to be used by students inside and/or outside the classroom to improve student achievement on AP examinations. The grants are also designed to assist high schools in attracting a wider spectrum of students to enroll in AP classes, thereby increasing the diversity of the AP student population.

LEAs may apply to support AP content in any AP course currently offered by the high school or to support a new AP course to be offered by the high school from those listed below:

AP Art History
AP Biology
AP Calculus AB
AP Calculus BC
AP Chemistry
AP Chinese
AP Computer Science
AP Comparative Government
AP Environmental Science
AP French Language
AP German
AP Human Geography
AP Japanese
AP Latin
AP Macroeconomics
AP Microeconomics
AP Physics B
AP Physics C
AP Spanish Language
AP Spanish Literature
AP Statistics
AP U.S. Government and Politics

If funded, for each school awarded the grant, LEAs must agree to (1) server and technical support platforms for handheld mobile systems, (2) monitor use of devices to ensure student and teacher use is appropriate; (3) complete

all reports and provide associated data to the GaDOE; and (4) provide each designated classroom with the following equipment and/or software/access:

    a.   Handheld devices that support the ability to successfully podcast in MP3 and play video in MP4 formats (30)
    b.   Handheld will have a minimum of 8 Gig of storage
    c.   Handheld device with ability for touch screen access is preferred
    d.   Handheld will have a built-in rechargeable battery
    e.   Handheld will have the ability to provide/access a student response system-like application
    f.   Acquire web-enabled student response system application to run on the designated handheld
    g.   Appropriate handheld charging cart
    h.   AP teacher laptop and/or Netbook-like device
    i.   A minimum of five (5) student Netbook devices
    j.   Mounted projector
    k.   A minimum of two wireless access points that will, at a minimum support, WiFi (802.11 b/g/n)
    l.   Server to support a minimum of 70 students and their work (if not currently available)
    m.   Headphones for each handheld
    n.   Option for private cloud computing, supporting secure web environment.
    o.   Option for built-in or separate microphone for each handheld

In addition, if funded, schools/LEAs must agree to:
    1.   Provide required electrical wiring and/or data cabling;
    2.   Participate in the job-embedded professional development for AP teacher(s), AP building administrator, and the LEA IT coordinator based on the grant purpose and outcomes and provided by the GaDOE AP Unit and the ETCs.
    3.   Participate in a designated external evaluation of the program.

To assist LEAs in meeting these required objectives, the grant will provide a minimum $64,580 to each school/LEA for the following:

$16,145 for Professional Learning (Function 2210): As required under Title II, Part D, Sec. 2416, at least 25% of the awarded grant funds must be used to provide ongoing, sustained, and intensive, high-quality professional development. The professional learning funds must be spent in direct support of the grant outcomes in grant classrooms and respective teachers at the selected school. For this grant, it is recommended that the professional development requirement will be fulfilled through the GaDOE AP Unit and the ETCs. The ETC will provide job-embedded professional learning and support for implementation of the grant outcomes during the grant implementation period.

$45,206 for Equipment (Function 1000): The grant will provide approximately $45,206 to equip up to four identified AP classrooms with handhelds and associated network and file server hardware/software. Grant funds will be expended to provide the following hardware/software for two AP classrooms.

    a.   Handheld devices that support the ability to successfully podcast in MP3 and play video in MP4 formats (30)
    b.   Handheld will have a minimum of 8 Gig of storage
    c.   Handheld device with ability for touch screen access is preferred
    d.   Handheld will have a built-in rechargeable battery
    e.   Handheld will have the ability to provide/access a student response system-like application
    f.   Acquire web-enabled student response system application to run on the designated handheld
    g.   Appropriate handheld charging cart
    h.   AP teacher laptop and/or Netbook-like device
    i.   A minimum of five (5) student Netbook devices
    j.   Mounted projector
    k.   A minimum of two wireless access points that will, at a minimum, support WiFi (802.11 b/g/n)

l.   Server to support a minimum of 70 students and their work (if not currently available)
m. Headphones for each handheld
n.   Option for private cloud computing, supporting secure web environment.
o.   Option for built-in or separate microphone for each handheld

Awarded schools/LEAs will select the equipment to be purchased based on the minimum hardware specification(s) provided in Appendix A. LEA may choose to collaborate with their designated ETC in order to gain quantity discount pricing, if available, that meets minimum hardware/software specifications. Wireless access points/hardware purchases may be approved by the partnering ETC supporting the LEA's identified infrastructure needs. If the cost of equipping the designated grant AP classrooms is less than $45,206, remaining funds may be used to bring additional AP classrooms into the grant project or may be diverted to additional AP student equipment purchases that support the grant outcomes. The additional software must be appropriate for the AP course area and solely dedicated for use in the designated AP grant classrooms. If schools/LEAs choose equipment for which cost exceeds available grant funds, it will be the LEA's responsibility to provide the additional funds needed to purchase the required equipment. The LEA may work collaboratively with their ETC to fully utilize their e-Rate funding to systemically support building the infrastructure.

$3,229 for Evaluation (Function 2210): EDGAR Part 75, Subpart E - Sec. 75.590 "Evaluation by the Recipient" stipulates that a recipient shall submit a performance report, or, for the last year of a project, a final report, that evaluates at least annually-
   (a) The recipient's progress in achieving the objectives in its approved application;
   (b) The effectiveness of the project in meeting the purposes of the program; and
   (c) The effect of the project on participants being served by the project.

The GaDOE will designate the outside evaluator for the Title II-D *Engaging AP Students Through Mobile Handheld Computing* Grant for FY10 and each school/LEA will be billed by the outside evaluator an amount not to exceed $3,229 for this purpose.

Grant proposals must be uploaded to Georgia's Consolidated Application Web site by 3:00 P.M. on MONDAY, FEBRUARY 1, 2010. Each grant will be read and scored by a minimum of five approved and trained GaDOE grant readers. LEAs with multiple eligible schools may apply for each school that is eligible, and each school that applies from the same LEA will be read and scored independently. Awards will be made to the schools with the highest scores across the state, and no school will be awarded funds with an average rubric score less than 70. The GaDOE will ask the State Board of Education to approve awards at the March State Board Meeting.. The funding period will be from the award date to June 30, 2010, with a carry-over period from July 1, 2010 - June 30, 2011. The implementation period for this grant is the 2010-11 school year. Equipment purchases and installation are to be completed in Year 1. Participating AP teachers may receive up to three (3) professional learning units based on successful participation in completion of grant related professional development.

Georgia's ETCs may provide schools/LEAs with assistance in writing grant proposals. Eligible LEAs are encouraged to contact your school system designated ETC for assistance in preparing the grant application. (See Appendix F for a list of ETCs.) Based on identified hardware requirements, ETCs may provide support on equipment purchases and budget allocations.

Eligibility
A list of eligible schools and LEAs is published on the GaDOE Title IID web page at Round 2 Eligibility List. Title II, Part D legislation requires that funds be awarded equitably across rural and urban districts according to the demonstrated need of those local educational agencies serving the areas. In addition, No Child Left Behind (NCLB) mandates that the GaDOE set eligibility criteria for the Title IID competitive grants to ensure that LEAs applying for funds are among those with the "highest needs" in the state. GaDOE's criteria for determining "high need" eligibility for the FY10 competition are as follows:

An LEA shall be considered "high need" if:

1. The percentage of children in poverty residing in the LEA's service area is above the state average of 17.97% according to the 2008 US poverty data provided to GaDOE Title I programs, US-ED poverty data. See web link: http://www.census.gov/did/www/saipe/data/schools/data/2008.html
   -AND-
2. The LEA has one or more schools identified as Needs Improvement (NI), Consequence Level One or higher, according to the 2009 AYP Final School Summary Report dated October 2009.
   -OR-
3. The ratio of students to computers in the LEA's service area is above the state average of 2.67 students to computers according to the 2008-2009 State Technology Inventory Survey.

Responsibility of the grant application rests with the school; submission rests with the LEA. Each individual eligible school is responsible for its grant application, while the LEA is responsible for sign off and submission. A list of eligible schools and LEAs is published on the GaDOE Title IID web page in the document Round 2 Eligibility List.

Award Criteria
Total Funding Amount: Up to $645,800 is available for awards through this grant program in FY10.
Award Amount: Awards will be a minimum of $64,580 per individual school.
Number of Awards: 10
Funding Period: Date of award - June 30, 2010, with a carryover period from July 1, 2010 - June 30, 2011. Funds must be expended during the approved grant period and may not be expended or obligated prior to approval and the execution of a grant agreement between GaDOE and the LEA.

Program Evaluation
GaDOE will coordinate the program evaluation in conjunction with a designated external evaluator. All applicants will be required to:

1. Complete a self-evaluation as outlined by the outside evaluator and GaDOE
2. Provide documentation on the progress towards identified grant outcomes
3. Report on the impact of the project on student achievement, increase in enrollments, and increase in diversity in AP grant classrooms, and complete data collection on participating students and classrooms
4. Provide $3,229 funding towards the external evaluation.

Additional data and classroom observations may be collected by the external evaluator(s). All schools/ LEAs will be required to work with the evaluators to schedule site visits and provide classroom level student data as requested and outlined by the GaDOE. A final report documenting the results will be required at the conclusion of the grant period.

Allowable Activities
GaDOE believes that engaging technology integration strategies cannot emerge without hands-on, "real-world" learning opportunities for students and teachers. Technology is a powerful tool, but it is only a tool. Effective teaching practices must first be in place before technology can be utilized to its fullest potential. Through the power of technology, learning can happen anytime and anywhere. Educators need to provide realistic and meaningful learning opportunities both in and outside the classroom. GaDOE believes that 21st Century AP teachers can support increased student achievement by the effective utilization of learning practices in conjunction with technologically enhanced environments.

Allowable activities may include:

1. Acquiring connectivity linkages, resources, and services (e.g., software applications, engaging digital content, subscriptions to online resources and other electronically delivered learning materials, etc.) for use by AP students and teachers to improve academic achievement.
2. Establishing or expanding initiatives designed to increase accessibility to technology for AP students and teachers.
3. Using appropriate and available technology tools and engaging digital resources to support the identified needs in the school/LEA CLIP (Comprehensive LEA Improvement Plan).

4. Preparing AP teachers in the schools as technology instructional coaches who can mentor their peers on effective ways to integrate technology into the learning process for teachers and students.

Allowable Expenditures
Only costs associated with implementing the GaDOE Title IID *Engaging AP Students Through Mobile Handheld Computing* Grant will be approved. Applicants should include in their budgets costs for professional development fees, stipends, substitute pay, travel costs for attending professional learning activities and conferences, travel for required meetings, student technology assessment fees, online classes, and appropriate teacher and classroom hardware and software that supports the grant purpose and outcomes.

Please refer to Appendix A to find minimum specifications for hardware/software.

Non-Allowable Expenditures
The following expenses are not allowed, but this should not be interpreted as an all-inclusive list.
Grant funds may not be used to:
1. Supplant existing positions, programs, or services (i.e., salaried positions)
2. Purchase computers for a computer lab
3. Purchase software, equipment or services for classrooms outside of the grant classrooms
4. Purchasing furniture, desks, chairs or other classroom equipment that is not instructional technology in nature

In addition, funds cannot be obligated before the grant period and funds cannot be paid prior to any services being rendered.

Consortia Applications
Consortia applications are not allowed in this competition.

Consultation Requirements
Equitable participation requirements in Subpart 1 of Part E of Title IX of the ESEA apply to the Ed Tech program. (See ESEA Section 9501(b)(1)). Therefore, LEAs and eligible local entities applying for Ed Tech funds must engage in timely and meaningful consultation with appropriate private school officials during the design and development of programs and continue the consultation throughout the implementation of these programs. The consultation should begin during the development of the local grant proposal.

LEAs and local entities must provide, on an equitable basis, special educational services or other benefits that address the needs under the program of children, teachers, and other educational personnel in private schools in areas served by the LEAs and local entities. Expenditures for educational services and other benefits for private school children, teachers, and other educational personnel must be equal, taking into account the number and educational needs of the children to be served, to the expenditures for participating public school children.

Private schools will not be responsible for implementing *Engaging AP Students Through Mobile Handheld Computing* as described in this proposal. Their expenditures, however, must be aligned with the goals and purposes of the Ed Tech program as outlined in the Title II-D legislation and guidance (http://www.ed.gov/programs/edtech/guidance.doc and http://www.ed.gov/policy/elsec/leg/esea02/pg34.html#sec2401).

Required Application Components
To apply for this grant, grant proposals must be uploaded to Georgia's Consolidated Application Web site by 3;00 P.M. on MONDAY, FEBRUARY 1, 2010.

Only one PDF document is to be uploaded and that document should contain the following:

- **Proposal Narrative - Required (<u>maximum 20 pages</u>) with the following sections:**
  (A) Project Personnel
  (B) Critical Academic Needs

(C) Critical Technology Needs
(D) Current AP Instructional Context and Needs Assessment
(E) System Support for Grant
(F) Local Implementation Plan
(G) Evaluation Plan
(H) Dissemination Plan

- **Required Appendices:**
  - Cover Sheet Form-Required (Appendix B)
  - Assurances Form –Required (Appendix C)
  - Private School Consultation Form – Required (Appendix D)
  - ETC sign-off sheet – Required (Appendix E)
  - System Letter of Commitment **-** Required (Appendix G) The grant team of the AP classroom teachers, the building administrator who coordinators AP, and the LEA It coordinator must sign the letter of commitment to indicate they have read, understood and agreed to the requirements of the grant and the professional learning sequence. The LEA Superintendent must also sign the letter.

- **Optional Appendices:–** additional system or school documentation to support grant application, i.e. syllabi.

The Proposal Narrative, Required Appendices and any Optional Appendices must be converted to ONE PDF file before uploading to the Consolidated Application Web site, and should be named the same way for each applying school, i.e. AbcCounty_XyzHS

Required Narrative Sections: The following provides schools/LEAs with format instructions and the purpose and suggested content for each required narrative section.

Proposal Format (10 points): The purpose of these instructions is to define the acceptable format for the grant proposal. All of the required components (Proposal Narrative, Required Appendices and Optional Appendices) must be contained in one and only ONE document that is converted to a PDF format before uploading. The Proposal Narrative has a maximum of 20 pages. Multiple documents uploaded to the Consolidated Apps will not be an acceptable format for the grant. The PDF Document file should be named the same way for each applying school, i.e. AbcCounty_XyzHS The proposal should follow these guidelines:
  - The document should begin with the cover sheet (Appendix B).
  - Each document page should contain a header with the name of the grant, district name, and school name; the footer should contain page number and the date.
  - All grant proposals should use Times Roman font, with font size of 10, and be single spaced.
  - The left and right margins should be one inch each.
  - Each Section of the grant proposal should be clearly labeled/identified.
  - The document should also contain the Assurance Form (Appendix C) and the Private School Form (Appendix D).
  - The ETC sign-off Form (Appendix E) The Director of the ETC must sign Appendix E and it must be attached as part of the PDF.
  - The document should also contain the signed System Letter of Commitment (G).

(A) Project Personnel (15 points): The purpose of this section is to describe the individuals who will comprise the leadership team and their qualifications. The leadership must include, at a minimum, the district Instructional Technology coordinator, the principal, the building-level administrator in charge of AP, and the AP teacher(s) from each participating classroom who will implement this project. Applicants may add additional members to the leadership team, as necessary. The purpose of this section is to demonstrate that these personnel are capable and qualified to manage the *Engaging AP Students Through Mobile Handheld Computing* grant. In determining the quality of this section, the following will be considered:
  - Evidence that a complete team of project personnel has been assembled

☐ Evidence that all team members have knowledge of the grant application, grant purpose, and outcomes (Letter of Commitment signed by all members of the team)

☐ The qualifications of the AP teachers(s) to support student use of handhelds to achieve grant outcomes

☐ The background/experience of the district IT coordinator to support grant outcomes

☐ The background of the school administrator(s) in the areas of school improvement and educational leadership.

☐ Evidence of past successes that can be attributed to proposed project personnel, especially in the areas of delivering rigorous instruction and leading school improvement initiatives.

(B) Critical Academic Needs (10 points): In this section, the school/LEA will paint a picture of current critical needs in the AP program in the selected high schools. Proposals should include:

☐ Documentation of the current enrollment population of students served in AP courses

☐ Students served in AP courses as compared to the diversity/demographics of the overall high school enrollment in the school

☐ Baseline data on current AP exam scores

☐ A narrative of the critical needs of the AP program as seen by the LEA

(C) Critical Technology Needs (10 points): This section describes the school/LEA's need for handheld technology-enriched environments. The school/LEA will outline their technology budgets/ expenditures over the past three years to show their high need for technology funding supporting increasing student academic success.

(D) Current Instructional Context and Needs Assessment (10 points): In this section schools/LEAs will (1) describe the current instructional context for the AP Program, focusing on the AP courses identified in the application; (2) compare the current instructional context of these AP courses to the future goals and vision for these classrooms; (3) clearly state how this grant will help these AP teachers move toward their goals. In rating this section, the following will be considered:

☐ The school's/ LEA's ability to provide a complete portrait of teachers' content knowledge, and current instructional practices

☐ Evidence that grant goals are aligned to the school /LEA's school improvement plan

☐ A commitment by the applicant to recruit and retain more students in AP courses, including student subgroups previously underrepresented in the LEA's AP program, and to improve the performance of students on AP exams

(E) System Support for Grant (10 points): This section describes the ability of district staff and administration to engage in this type of handheld technology and to support the needed professional learning for the AP teachers. It is preferable that the handheld vendor provides online professional development opportunities that can be used by ETC and LEA AP teachers. The ETC staff will provide job-embedded ongoing professional development for grant AP teachers in a face-to-face and blended manner. Schools/LEAs must also describe what types of specific system supports are currently in place that will assist in fully implementing the grant or what types of face-to-face, blended, and online system supports will be enacted to support the grant teachers and the grant outcomes.

(F) Local Implementation Plan (30 points): The purpose of this section is to establish how the AP teacher(s) will be provided with necessary face-to-face, blended and/or online job-embedded professional learning, and how they will subsequently use the required equipment to deliver rigorous, engaging and authentic instruction. In addition to professional development on the effective use of the handhelds, detail additional job-embedded professional learning activities for teachers and the leadership team should be included. What types of activities will happen in classrooms? How will classroom activities be motivating, rigorous, and beneficial for students? This section requires a copy of the College Board authorized syllabus for each AP course, which may be provided as an Optional Appendix, as well as address:

☐ The types of resources that students may access using the handheld devices,

- The types of tasks the students will undertake to interpret, critically evaluate, apply and create with the resources
- The type of formative assessments the teacher will employ to monitor student growth in understanding and critical thinking skills

(G) Evaluation Plan (10 points): In this section, the school/LEA will outline the evaluation process to be used to determine progress in serving a more diverse population of students in AP courses, using technology effectively for teaching and learning, improving teachers' and students' technology literacy, improving teachers' and students' critical evaluation of online resources, and improving academic performance in AP courses. Proposals should include:

- A description of specific measures to be used to evaluate the extent to which the project increases the integration of technology into instructional practices,
- A description of the specific goals the school/LEA is setting for increasing overall enrollment in identified AP courses including detail on goals for diverse demographic enrollment in AP courses identified for the grant
- Baseline AP exam score data, including student participation in exams, and a description of specific goals for improving participation in and scores on AP exams
- A description of the evaluation method(s) that will be used to monitor student growth in critical use of online resources
- A timeline for completing the implementation of the project and the evaluation steps.

(H) Dissemination Plan (10 points): This section will include an explanation of what schools/LEAs expect to learn from participating in this grant; the process for use of this information/increased capacity locally in the future; and the process for sharing what they have learned with others. Dissemination plans should include:
- Clear descriptions of what the school/LEA hopes to gain from participating in this grant program
- Specific plans to share and use that acquired knowledge locally in the future
- Specific plans to share what is learned with others beyond the school/LEA
- Strong focus on disseminating information that will improve student achievement
- Willingness to work with GaDOE AP unit to disseminate promising practices statewide

Budget Forms: Budget forms will not be a component of the competitive proposal. schools/LEAs can indicate how each required activity will be funded in the Local Management Plan. Budgets will be required after awards are made.

Other Scoring Components: In addition to the 115 points awarded for required narrative sections, readers will also be asked to provide a holistic score of up to 10 points based on the overall quality of the application and the likelihood that the school/LEA applicant has the capacity to ensure high-quality implementation and data collection for a grand total of 125 possible points. Each grant proposal will be read and scored by five (5) trained grant readers. Of the five submitted grant scores, the middle three (3) scores will be averaged to give the score for the grant application. (If an application does not receive and average rubric score of 70 or higher, it will not be awarded the grant.) If the eligible school/LEA qualifies, an additional three (3) points will be added to the average score for the following:

- Grant school has been identified as State Directed NI-5 and above;
- The LEA did not receive the FY09 Title II-D Competitive Grant; and/or
- LEA received Ed Tech formula grant award of $5000 or less.

Interviews: The GaDOE and members of the review team also reserve the right to interview proposed school/LEA project personnel in order to verify application information. Competitive points will be aligned with the narrative requirements.

Grant Timelines
Grant budgets must be uploaded to the GaDOE Consolidated Application no later than April 30, 2010. Equipment for all participating schools/LEAs must be ordered, delivered, and installed by June 30, 2010.

For additional information or guidance concerning this grant, please contact your designated ETC (Appendix F) or the appropriate GaDOE representative:

- For AP Content and Instructional questions, please contact Elizabeth Webb at ewebb@doe.k12.ga.us or call (404) 651-7275
- For technology questions, please contact Jane Henson at jhenson@doe.k12.ga.us or call (404) 651-5309.

Grant Writing Assistance
Georgia's ETCs are available to provide schools/LEAs with assistance in writing grant proposals and uploading to the GaDOE Consolidated Application. Contact your designated ETC for assistance in preparing an application for this grant. (See Appendix F for a list of ETCs.)

APPENDIX A: Minimum Hardware Specifications

The following are minimum specifications for
Handheld Device
Dimensions and Weight: Approximately 4.5 x 3 inches, 6 oz or less
Display: Approximately 3-inch diagonal or larger, 320 x 240 pixels or better
Flash Storage: Minimum 8GB, 16GB or more preferred
Wireless: Support for wireless B and G, (N highly desirable)
Audio: Support for common audio formats including MP3, AAC, and WAV
Audio Output Jack: Standard 3.5mm stereo
Audio Input Jack: Standard 3.5mm stereo
Microphone: Built-in preferred, including record capability
Video: Support for MP4
Camera: Built-in preferred, capable of still and motion video capture
Preferable: Capable of recording video and sound from externally connected webcam via USB 2.0
Interface: Touch-screen interface preferred
Docking connector: Allowing external interface to power, audio, and video
Battery: Lithium Ion, or better, minimum 4-hour run-time in video playback mode.
Preferable: Capable of use as a classroom response device
Docking, Storage, and Charging Cabinet
Lockable, rolling storage cart and must hold at least 30 handheld devices and provide convenient means for charging all devices.
General Purpose and Podcast Server
Processor: Intel Quad-core processor or better
Memory: 3 GB RAM minimum
Disk Space: 2 TB storage space, minimum
Highly desirable: RAID 5 capability
Network: 1 Ethernet NIC (1Gb)
Keyboard, mouse, display
Must include server OS (Windows Server or OSX Server preferred), Podcast Server software
Server Backup Capability
If the school/school system does not provide a backup solution: Network Attached Storage (NAS) backup capability with 3TB or more of disk space – highly desirable
Wireless (WiFi) Equipment
Wireless Access Point – must support Wireless B, G, N
Highly desirable: Commercial grade access points, one AP per 20 G capable handhelds or one AP per 40 N capable handhelds
Teacher Laptop
Processor: Intel Core 2 Duo or better, 2GHz or better
Memory: 2GB or better
Hard Drive: 320GB or better
CD/DVD: Read/Write drive supporting DVD-R and DVD+R, Blu-ray support preferred
Display: 15 inch or better, 256MB video RAM or better
Highly Desirable: Touch screen display
Camera: Built-in camera with 640x480 capability, or better
Network: Gigabit Ethernet and Wireless B, G, N or better
General: Audio In/Out, 2 or more USB 2 ports, external video port
Desirable: USB 3
Software: OS (Windows 7 or OSX), Office-like suite, and Podcast authoring software must be included
Highly desirable: Extra flat-panel display for dual display capability, 20 inch diagonal or better
Headset
USB, noise canceling, with boom microphone, over-the-ear, cushioned, 40mm speakers or better, on head-set volume control

Netbook

Processor: Intel Atom N270 or Better
Memory: 2GB or better
Hard Drive: 160GB or better
Display: approx 10 inch
Highly Desirable: Touch screen display
Camera: Built-in camera with 640x480 capability, or better
Network: Gigabit Ethernet and Wireless B, G, N or better
Run Time: 7 hours or better per charge
General: Audio In/Out, 2 or more USB 2 ports, external video port
Software: OS (Windows XP, 7 or OSX), Office-like suite, Podcast authoring, and classroom response software must be included
Highly desirable: Ruggedized case

Mounted Projector

Display (Native) Resolution: XGA/DVI (1024 x 768 including 1024 x 600) or better
Brightness: 2000 or higher ANSI Lumens
Contrast Ratio LCD: 500:1 or better
 Contrast Ratio DLP: 2000:1 or better
 Aspect ratio: should be 4:3 or 16:9
 Projectors should have a zoom lens, focus, keystone correction, and shift functionality
 Installation Orientation: Ceiling/Front, Ceiling/Rear or Boom Mount
 Environments: Windows and Mac Compatible
 Mounted from Ceiling and aligned
 Preferred: Projector that allows wired and wireless connection for video and audio
 Preferred: LCD (vs. DLP)
 Preferred: Cleanable (vs. Replaceable) air filter
 Preferred: 2 XGA, 1 HDMI, Component Video, Left & Right Channel Audio Input connections (or better)
 Preferred: 3 year or longer manufacturer warranty
 Projector(s) should have the minimum specifications or better and should be a ceiling grade projector and not a portable projector.

Required Accessories for projector:

VGA or DVI splitter/amplifier
Appropriate video cabling and projector mounts

APPENDIX B: Cover Sheet – FY10 - REQUIRED
Georgia Department of Education

A. Name of School/Local Education Agency (LEA) Applicant:		
System Name:	3-digit System Number:	Funding Amount Not to Exceed **$TBD**
Superintendent's Name:		

B. School/LEA Applicant Contact:
(List the person who can answer questions about this application and who will receive official correspondence regarding this grant.)

Name:	Title:	Email:	Phone

C. Leadership Team: (**Role 1** = AP Grant Teachers   **2** = Building Level Admin. **3** = District Technology Coordinator

Name:	Email:	Role for Leadership Team:

D. Schools to be Served:

School Name and 4-digit School Code:	Grade levels and Names of of AP grant courses:	Number of Sections of each AP Course	Approx. Number of Students to be Served	Number of Teachers to Receive Training

E. Partner(s): (Government agencies, businesses, not-for-profits, and/or other school systems that will serve as official partners for this grant.)

Organization	Contact Person	Email	Phone

APPENDIX C: Assurances –Page One - FY010 - REQUIRED

Georgia Department of Education
Enhancing Education Through Technology (Ed Tech) Competitive Sub-grants

As a condition of receiving the state and federal funds for which application is made, the applicant's local board of education (Applicant) assures the following as required by the Elementary and Secondary Education Act (ESEA), No Child Left Behind (NCLB), in general, and Title IID (Enhancing Education Through Technology) of NLCB which authorizes funding for this program. The text of the entire legislation is available online at http://www.ed.gov/legislation/ESEA02/:

GENERAL ASSURANCES

Supplement Not Supplant

Funds provided under these programs will supplement, not supplant federal, state, and other local funds that the applicant would otherwise receive.

Legal Compliance/Debarment/Lobbying/Reporting

1. Each program will be administered in accordance with all applicable federal and state statutes, regulations, program plans, and applications.
2. The control of funds provided under each program and title to property acquired with program funds will be in a public agency.
3. The Applicant will administer funds and property to the extent required by the authorizing statutes.
4. The Applicant will adopt and use proper methods of administering each such program, including;
    a) The enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; and
    b) The correction of deficiencies in program operations that are identified through the audits, monitoring, or evaluation.
5. The Applicant will cooperate in carrying out any evaluation of each such program conducted by or for the State Educational Agency, the Secretary of Education or other Federal officials.
6. The Applicant will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, federal and state funds paid to Applicant under each program.
7. The Applicant will make reports to the State educational agency and the Secretary of Education as may be necessary to enable the agency and the Secretary to perform their duties under each program.
8. The Applicant will maintain such records, provide such information, and afford access to the records as the State educational agency or the Secretary of Education may find necessary to carry out the State educational agency's or the Secretary's duties.
9. In accordance with Part 85 of 34 CFR, neither the Applicant nor its principals are presently debarred or suspended from participation in programs by any federal agency.
10. In accordance with Part 82 of 34 CFR, funds will not be used for lobbying the executive or legislative branches of the federal government in connection with contracts, grants or loans and will report payments made with inappropriate funds for lobbying purposes.
11. The Applicant will comply with requirements of Sections 436 and 441 of the General Education Provisions Act (GEPA).
12. The Applicant will file reports in formats and at times specified by the Georgia Department of Education and/or the United States Department of Education.
13. The Applicant will cooperate in carrying out any evaluation of each program conducted by or for the State educational agency, the Secretary or other Federal officials.
14. The Applicant is in compliance with all required federal Civil Rights Statutes including:
    a) Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, creed, or national origin.
    b) Title IX of the Educational Administration Act of 1972, which prohibits discrimination on the basis of gender.
    c) Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of physical handicap.

Professional Development

The Applicant has adopted a policy that provides for the preparation and implementation of a comprehensive program for staff development.

Assurances (continued) – Page Two FY10 - REQUIRED

Georgia Department of Education
Enhancing Education Through Technology (Ed Tech) Competitive Sub grants

Technical Assistance

The Applicant will provide technical assistance and support to programs identified in this application.

Drug-Free Workplace and Community Act Amendments

In accordance with the federal Drug-Free Workplace and Community Act Amendments of 1989, the Drug-Free Workplace Act of 1988 and State Board of Education Policy GAM, Staff Rights and Responsibilities: Drug and Alcohol Free Workforce, the applicant declares that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, marijuana, or dangerous drug is prohibited at geographic locations at which individuals are directly engaged in the performance of work pursuant to this application. In addition, Policy GAM prohibits the unlawful possession, use, manufacture, distribution or sale of alcohol in the workplace.

TITLE II, PART D – ENHANCING EDUCATION THROUGH TECHNOLOGY PROGRAM-SPECIFIC ASSURANCES

1. Ed Tech Program funds will be used to:

   - Serve students as outlined in the GaDOE Call for Proposal for FY10 Ed Tech Competitive Grant application at
     https://portal.doe.k12.ga.us/ConsolidatedApp.aspx?page=inboxTitle&ProgCat=TITLE&oid=46028
   - Promote high levels of academic achievement
   - Increase student and teacher access to and use of technology for the purposes of learning and teaching.
   - Increase the effective uses of technology to support standards-based, research-supported instructional models.

2. A minimum of 25% of Ed Tech Program funds will be used to provide high-quality Professional Learning/Staff Development programs targeted toward effectively integrating technology into curriculum and instruction.

3. A maximum of 5% of any competitive Ed Tech Program funds will be used for administrative purposes.

4. When equipment is purchased with Ed Tech Program funds, it will meet minimum state specifications for hardware purchases or exceed as outlined in the GaDOE Call for Proposals for FY10 Ed Tech Competitive Grant application.

5. Eligible private schools in the school system's service region will be invited to assist in formulating a plan for Ed Tech Program funds, and private school students from participating private schools will receive equitable services in this plan.

APPENDIX D: Private School Consultation - FY10 - REQUIRED
Georgia Department of Education
Enhancing Education Through Technology (Ed Tech) Competitive Sub grants

Please complete the following form related to the involvement of eligible private schools in Ed Tech grant activities.

☐ No private schools are located within the boundaries of the school district. If you check this box, you do not need to complete the remainder of the form.

Names of private schools located within the boundaries of school district applying for this grant.

_____

_____

_____

Please check the method(s) of initial contact made by the applicant school system(s):
☐ Letters or facsimile documents
☐ Meetings
☐ Documented telephone calls
☐ E-mail
☐ Other (please list):

Please list the private schools that have elected to receive equitable service from this grant, if awarded. If no private schools have chosen to participate, please list "NONE":

Private School:	Estimated enrollment:

APPENDIX E: ETC Agreement & Grant Sign-OFF – FY10 - REQUIRED

This grant proposal has been reviewed and accepted by the LEA designated ETC. The ETC agrees to serve as a partner in guiding and implementing this grant award as outlined in the submitted grant proposal and grant outcomes. The ETC director and staff agree to work with the LEA to fulfill the grant requirements as outlined below:

1. The ETC has read the grant proposal that is being submitted to fulfill the Grant Application Guidance for the FY10 Title II, Part D: Enhancing Education Through Technology (Ed Tech) Competitive Grant.

2. During the grant period, the ETC agrees to provide job-embedded professional development and support in conjunction with the Georgia Department of Education to fulfill the professional development requirements of this grant as outlined in the Grant Application Guidance for the FY10 Title II, Part D: Enhancing Education Through Technology (Ed Tech) Competitive Grant.

ETC Director _____

Signature _____

Date: _____

APPENDIX F: **Educational Technology Centers** (ETCs)

Albany State University ETC
Dr. Janis Carthon
Director
229-430-1838
janis.carthon@asurams.edu

Armstrong Atlantic State University ETC
Ms. Wendy Marshall
Director
912-344-2633
wendy.marshall@armstrong.edu

Chattahoochee Flint RESA ETC
Bunny Harris
Director
478-550-8189
bharris@taylor.k12.ga.us

First District RESA ETC
Ms. Lisa Burkhalter
Director
912-842-5000
lburkhalter@fdresa.org

Dalton State College ETC
Ms. Judy McEntyre
Director
706-272-2045
jmcentyre@dscettc.org

Macon State College ETC
Ed Gowen
Interim Director
478-471-5380
egowen@etcmcn.org

Kennesaw State University ETC
Dr. Brent Williams
Director
770-423-6573
brwillia@kennesaw.edu

Heart of Georgia RESA ETC
Ms. Aleph Fore
Director
478-374-2240
afore@hgresa.org

NSC ETC
Mr. Jimmy Bostock
Director
706-821-0631
bostockj@ettcnsc.org

Pioneer RESA ETC
Ms. Elizabeth Crews
Director
706-865-2141
ecrews@pioneerresa.org

University of Georgia, Athens/ Gwinnett ETC
Dr. John Wiggins
Director
706-542-0240
jwig@uga.edu

Valdosta State University ETC
Ms. Mimi McGahee
Director
229-249-2781
mmcgahee@valdosta.edu

West Georgia RESA ETC
Dr. Barbara Bishop
Director
770-583-2528
bbishop@wgretc.org

APPENDIX G: System Letter of Commitment – FY10 - REQUIRED

To: Title II-D Program Manager
         Georgia Department of Education
         1970 Twin Towers East
         205 Jesse Hill Jr. Drive SE
         Atlanta, GA 30334

From: (School System Name) Leadership Team Members
Date:

All members of the (School System Name) FY10 Title II, Part D: *Engaging AP Students Through Mobile Handheld Computing* Leadership Team are fully supportive of the efforts to begin a journey to increase enrollments in AP classes in the selected schools, thereby providing a broader spectrum of learners with access to college-level courses in the supportive atmosphere of a high school classroom; to increase the diversity of students who choose to enroll in AP courses to more accurately reflect the demographics of our district as a whole, and to maintain or improve the quality of the AP programs in the selected schools as measured by AP exam scores. We further understand and agree that competitive funding will also support access to job-embedded professional development in the use of handhelds to enhance the instructional quality of AP courses. We further commit to aligning all activities to the grant outcomes as stated on pages 2-3 of the FY10 Grant Application and Guidance. We have read, understand, and support our FY10 Title IID *Engaging AP Students Through Mobile Handheld Computing* Competitive Grant Application.

We, the teachers and administrators, willingly commit to participate in and complete a rigorous professional development sequence developed in cooperation with the GaDOE AP Unit, enabling us to engage in student-centered instructional change focused on involving students in AP courses in highly relevant, rigorous and engaging work. Should additional funding be made available to us, we also willingly commit to participating in and completing the additional job-embedded professional learning activities and/or evaluation associated with that funding. The team members understand that the equipment, software and related resources that are `purchased with federal grant funds; belongs to the school and not the teacher; therefore, is the property of the LEA in accordance with federal Title II D guidelines.

The System-Level Administrative Teams and Departments are also firmly committed to providing all aspects of support necessary to ensure the complete success of the FY10 Title II, Part D: *Engaging AP Students Through Mobile Handheld Computing* Competitive Grant.

We agree to provide a waiver request to the GaDOE Title IID program staff in the event of any personnel changes in the Leadership Team. We also agree to support and cooperate in any additional job-embedded professional learning necessary to ensure that they can be an effective member of the grant team.

Sincerely,

System (LEA) Superintendent _____

Building Administrator(s) _____

AP Grant Teachers (please sign below)