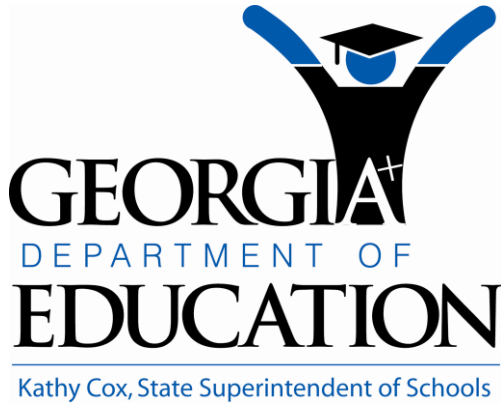# Increasing Student Literacy

Grant Rubric

Title II, Part D:
Enhancing Education
Through Technology — ARRA
(Ed Tech)
Competitive Grants
CFDA 84.386A

Georgia Department of Education
Office of Technology Services

Proposal Format (10 points)

Section A: Project Personnel (15 points)
Section B: Critical Academic Need in a Core Area (10 points)
Section C: Critical Technology Needs (10 points)
Section D: Current Instructional Context and Needs Assessment (10 points)
Section E: System Support for Grant (10 points)
Section F: Local Implementation Plan (30 points)
Section G: Evaluation Plan (10 points)
Section H: Dissemination Plan (10 points)

Overall Quality of Proposal (10 points)

PROPOSAL FORMAT (10 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ Document has the correct name format – AbcCo_XyzES_StudentLiteracy.

☐ All components contained in **ONE AND ONLY ONE** PDF document.

☐ Narrative consists of no more than 20 pages.

☐ Document begins with the cover sheet (Appendix B).

☐ Each page contains a header with the following information:
- Name of the grant
- District name
- School name

☐ Each page contains a footer with the following information:
- Page number
- Date

☐ The narrative uses Times New Roman font.

☐ The narrative uses font size 10.

☐ Document is single-spaced.

☐ Each section of the grant narrative is clearly labeled/identified.

☐ Document also contains the following signed Appendices:
- Appendix C – Assurances Form
- Appendix D – Private School Consultation Form
- Appendix E – ETC/RESA Agreement
- Appendix G – System Letter of Commitment containing the signatures of all team members

No Characteristics Present	Fewer than 1/2 of Characteristics Present	1/2 of Characteristics Present	More than 1/2 of Characteristics Present	All of Characteristics Present	Exceeds Stated Characteristics
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 2 : _____

SECTION A: PROJECT PERSONNEL (15 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ Evidence that a complete team of project personnel has been assembled (building admin, media/instructional technology specialist, and five grant classroom teachers).

☐ The qualifications of the teacher(s) to support student use of technology to achieve grant outcomes.

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

☐ Provides evidence that all team members have knowledge of the grant purpose, outcomes, and the application (team members are engaged in the grant plan and share the grant outcomes and responsibilities, Letter of Commitment signed by all team members, etc.).

☐ 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.

Provides no description of team qualifications	Provides minimal description of team qualifications	Broadly describes team qualifications	Specifically describes team qualifications	Specifically describes team personnel qualifications and provides some details on key achievements	Specifically describes team personnel qualifications and provides explicit details and examples of key achievements
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 3: _____

SECTION B: CRITICAL ACADEMIC NEEDS (10 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ Clearly define and document in table format (table may be attached as an additional appendix so as not to count toward the 20-page limit) the literacy need in core academic area(s) using well-established data sources and trend data over time.

☐ Document academic needs that are "critical" (below state averages, keeping schools from making adequate yearly progress, or keeping schools on "needs improvement" lists).

☐ Document academic needs in terms consistent with Georgia's Performance Standards.

☐ Describes how the school can leverage the Lexile Framework® to improve student reading and writing scores.

Provides no description of current instructional needs context and no demographic or score data	Provides minimal description of current instructional needs and minimal demographic and score data	Broadly describes current instructional needs but provides no detail or specifics and minimal demographic and score data	Specifically describes current instructional needs and demographic data but provides no score data	Specifically describes current instructional needs and provides some details on demographic data and score data	Specifically describes current instructional needs and provides explicit details on demographic data and score data
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 2: _____

SECTION C: CRITICAL TECHNOLOGY NEEDS (10 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ Describes the school's need for improving technology environments which directly impact the literacy needs of the school.

☐ Outlines in table format (table may be attached as an additional appendix so as not to count toward the 20-page limit) the school/LEA's technology budgets and expenditures over the past three years to show the need for increased technology funding.

☐ Describe the school's infrastructure needs in relation to the recommended infrastructure specifications listed in Appendix A.

Provides no documentation of critical technology needs	Provides minimal documentation of critical technology needs	Broadly states critical technology needs but provides no detail or specifics	Specifically describes critical technology needs but provides no detail or specifics	Specifically describes critical technology needs and provides some funding details	Specifically describes critical technology needs and provides a detailed documentation of funding and technology status
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 2: _____

SECTION D: CURRENT INSTRUCTIONAL CONTEXT AND NEEDS ASSESSMENT (10 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ Describes the current instructional context focusing on the courses identified in the application.

☐ Compares the current instructional context of these courses to the future goals and vision for these classrooms.

☐ Clearly states how this grant will help teachers move toward their goal(s) in support of increasing student technology literacy.

☐ Clearly states how the teachers will leverage the Lexile Framework® to improve the student reading and writing scores.

☐ Provides a description of teacher(s)'s instructional practices content knowledge.

☐ Documents a commitment by the applicant to address specific learning goals, the GPS, Common Core Standards, NETS-S, and authentic, engaging instruction for their students.

☐ Provides evidence that grant goals are aligned to the school/LEA's school improvement plan.

☐ Evidence that the School/LEA has aligned the grant goals to the Georgia Department of Education *Keys to Quality: Unlocking Continuous Improvement* resources.

Provides no description of current instructional context and no assessment of needs	Provides limited description of current instructional context and no assessment of needs	Provides limited description of current instructional context and limited assessment of needs	Provides a description of current instructional context, an assessment of needs, but includes no details of increasing student technology literacy and outlines no goals for increasing student reading and writing scores	Provides a description of current instructional context, an assessment of needs, includes details on increasing student technology literacy, documents a commitment to address specific learning goals, the GPS, NETS-S, and authentic, engaging instruction for their students, but outlines no goals for increasing student reading and writing scores or evidence of alignment to the school/LEA's improvement plan and Keys to Quality	Provides a description of current instructional context, an assessment of needs, includes details on increasing student technology literacy, documents a commitment to address specific learning goals, the GPS, NETS-S, and authentic, engaging instruction for their students, outlines goals for increasing student reading and writing scores, and evidence of alignment to the school/LEA's improvement plan and Keys to Quality
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 2 : _____

SECTION E: SYSTEM SUPPORT FOR GRANT (10 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ Documents the willingness and ability of project staff, administrators, and teachers to engage in this type of instructional change and technology deployment.

☐ Describes specific system supports that are currently in place to assist them in fully implementing the grant and/or what types of system supports they will enact to support the grant teachers and the grant program.

☐ Describes actions the LEA will take to maintain implementation of the processes and strategies that positively impact student achievement.

☐ Addresses LEA support (e.g., policies, professional learning opportunities, protected time, etc.) for the actions and strategies that positively impact student achievement.

☐ Identifies plan for retaining human, material, and financial resources after the funding period ends.

☐ Describes how school/LEA will provide the necessary infrastructure, Internet capacity, and electrical wiring for the computers, ceiling mounted projectors, and interactive whiteboards.

☐ Optional: includes a discussion of in-kind contributions.

Provides no documentation of system support for grant	Provides minimal documentation of system support for grant	Broadly states system support for grant, but does not describe how necessary infrastructure/ Internet capacity/wiring will be provided	Specifically describes system support for grant, provides some detail on how infrastructure/ Internet capacity/wiring will be provided, but provides no detail on LEA support for strategies that positively impact student achievement	Specifically describes system support for grant, includes detailed plan for providing infrastructure/ Internet capacity/wiring, and provides detail on LEA support for strategies that positively impact student achievement	Specifically describes system support for grant, includes detailed plan for providing necessary infrastructure/ Internet capacity/wiring, provides detail on LEA support for strategies that positively impact student achievement, and identifies plan for retaining human, material, and financial resources after the funding period ends
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 2: _____

SECTION F: LOCAL IMPLEMENTATION PLAN (30 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ Clearly specifies specific curriculum resources, including software and online resources that will be made available to the grant teachers and students.

☐ Clearly aligned to the GPS, Common Core State Standards, and NETS-S.

☐ Clearly aligned to research and best-practice models of inquiry-based, project-based, or engaged learning.

☐ Includes specific examples of how the instruction/classroom activities occurring in the grant classrooms will change to encourage teachers to work collaboratively as a team and how they will be motivating, rigorous and beneficial to students.

☐ Identifies the type of formative assessments the teacher will employ to monitor student growth in understanding and critical thinking skills.

☐ Specifically aligns grant activities to CLIP.

☐ Specifically aligns grant activities to _Keys to Quality: Unlocking Continuous Improvement_ resources.

Provides no description of how rigorous, engaging, and authentic instruction will be delivered within this grant and no connection to GPS, NETS-S, CLIP, and _Keys to Quality_	Provides minimal description of how rigorous, engaging, and authentic instruction will be delivered within this grant and no connection to GPS, NETS-S, CLIP, and _Keys to Quality_	Broadly describes how rigorous, engaging, and authentic instruction will be delivered within this grant but includes no connection to GPS, NETS-S, CLIP, and _Keys to Quality_	Specifically describes how rigorous, engaging, and authentic instruction will be delivered within this grant and provides broad descriptions of GPS and NETS-S but no descriptions of CLIP and _Keys to Quality_	Specifically describes how rigorous, engaging, and authentic instruction will be delivered within this grant provides detailed descriptions of GPS and NETS-S broad descriptions but no descriptions of CLIP and _Keys to Quality_	Specifically describes how rigorous, engaging, and authentic instruction will be delivered within this grant provides detailed descriptions of GPS, NETS-S, CLIP, and _Keys to Quality_
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 6: _____

SECTION G: EVALUATION PLAN (10 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ School/LEA describes the steps and process for assessing success in implementing the funded project.

☐ School/LEA describes specific measures to evaluate the extent to which the project increases the integration of technology into instructional practices.

☐ School/LEA describes the specific criteria used to measure the impact of the project on student achievement. At a minimum, CRCT or EOCT data submitted for 2009-2010 and 2010-2011 for the participating teachers/classrooms.

☐ School/LEA describes its ability to participate in a grant-wide common pre and post assessment that will be used to demonstrate their students' and teachers' 21st century skills.

☐ School/LEA describes the evaluation method(s) that will be used to demonstrate their students' technology literacy.

☐ School/LEA identifies a timeline for completing the implementation of the project and the evaluation steps. Both teacher and student data are considered.

Provides no description of how the project will be evaluated and no baseline data	Provides minimal description of how the project will be evaluated and no baseline data	Broadly states how project will be evaluated, provides some baseline data and a general timeline	Specifically states how the project will be evaluated, provides some baseline data and a general timeline	Specifically states how the project will be evaluated, provides some degree of detail in baseline data, provides a timeline, and describes ability to participate in a grant-wide common pre and post assessment	Specifically states how project will be evaluated, provides explicit details and examples of evaluation, provides complete baseline data, provides a detailed timeline, and describes ability to participate in a grant-wide common pre and post assessment
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 2: _____

SECTION H: DISSEMINATION PLAN (10 POINTS)

Characteristics of high-quality proposals meeting both the purpose and outcomes of the grant:

☐ Clearly describes of what the school/LEA hopes to learn and gain from participating in this grant program.

☐ Outlines specific plans to share and use this information and increased capacity locally in the future.

☐ Outlines specific plans to share what is learned with others beyond the school/LEA.

☐ Provides a clear plan for disseminating information that will improve student achievement.

☐ Provides evidence of targeting specific audiences.

☐ Plans to develop specific, usable products that would be useful to others.

☐ Identifies the use of technology to aid dissemination activities.

☐ Provides a dissemination plan that benefits a broad audience and a variety of stakeholders

☐ Identifies a high probability that others would respond to the school's/LEA's dissemination plan.

Provides no plan for dissemination of project outcomes	Provides minimal description of dissemination of project outcomes	Broadly states how outcomes will be disseminated but provides no detail or specifics	Specifically states how outcomes will be disseminated but provides no detail or specifics	Specifically states how outcomes will be disseminated and provides some details on plan for sharing outcomes beyond the LEA	Specifically states how outcomes will be disseminated by providing explicit details and examples of how outcomes will be shared beyond the LEA and examples of how outcomes might be shared statewide
0	1	2	3	4	5

Comments: (Required)

RAW SCORE x 2:_____

OVERALL PROJECT QUALITY (10 points)

In this section, readers are asked to consider the grant proposal holistically and assign a score for overall quality of the proposal. Above all else, the reviewer must consider the school system's capacity to implement the required grant activities so that the critical grant outcomes of creating a model that will build capacity for using technology to improve literacy that can be replicated throughout the state; leveraging the Lexile Framework® to improve student reading and writing scores; increasing Georgia's capacity to provide high quality literacy professional learning opportunities; and increasing student technology literacy by providing students opportunities to use digital media tools are achieved.

STOP! Total your scores for the first nine (9) Sections

Score for first 9 Sections (Format Section + Sections A – H) = _____

Based on this score and using the following scoring blocks, determine your recommendation for funding. If the score for the first nine (9) sections is 67 or less, then do <u>NOT</u> recommend them for funding. If you think this score is not a correct representation for the first 9 Sections, then please go back and re-score them.

0 - 50	51 – 67	68 – 84	85 – 98	99 – 108	109 - 115
Not Recommended for Funding		**Recommended for Funding**		**Highly Recommended for Funding**	
0	1	2	3	4	5
Not confident that the system has the capacity to ensure high-quality implementation and achievement of grant outcomes.		**Moderately confident that the system has the capacity to ensure high-quality implementation and achievement of grant outcomes.**		**Highly confident that the system has the capacity to ensure high-quality implementation and achievement of grant outcomes.**	

Comments: (Required)

RAW SCORE x 2: _____