

REQUEST FOR APPLICATION

Grant applications are being requested for:

IDEA Part B 619 STATE Pass Through Funds

I. **Overview**

The Delaware Department of Education (DDOE) is pleased to announce a competitive sub-grant opportunity for IDEA Part B 619 state set pass through funds to support the needs of children ages three through five with disabilities. The Individuals with Disabilities Education Act (IDEA) is a federal entitlement program designed to support various age ranges of youngsters with developmental delays and disabilities. The IDEA Part C program supports infants and toddlers birth through two and the IDEA Part B Section 611 program supports students ages 3-21 with developmental delays or disabilities. Federal funds are made available to each state through a formula grant program. More specifically, IDEA Part B, Section 619 federal funds are allocated to the state education agency in each state to support the provision of special education and related services to individuals with disabilities ages 3 through 5. Specific regulations related to financial matters are contained in both general regulations for Part B and in specific regulations for Section 619, Part B regulations related to financing. States are permitted to set aside a prescribed amount of Part B 619 funds at the state education agency and then pass through those remaining funds to the local education agencies through a uniform method. The IDEA State pass through funding available for this project is \$258,736. Successful individual LEA applications will be funded up to an amount of \$30,000. It is anticipated that numerous applications will be funded through this project based on highest scores obtained on the rubric according to the criteria set forth in Section III b of this RFA.

Announcement Date: September 6, 2017

Application Due Date: September 20, 2017

Questions Due Date: September 11, 2017

Answers Provided by Date: September 14, 2017

Initial Grant Award Notification Date: Early Fall 2017

Program Start/End Date: ***September 2017-November 2018***

II. **Grant Program Detail**

The completed application will describe in detail the amount of funding requested and how the funds will be allocated across the project in the completed federal forms budget sheet. The Sub-grant application must go into sufficient detail to fully explain the intent of the application and how these funds will benefit students ages three through five with disabilities. Clearly written goals and objectives that are measureable must be included in the application, including how this grant award will strengthen the organization, make

improvements or how it will lead to success. In addition, a timeline for how the funds will be dispersed/utilized along with the service delivery method must be specified.

III. Required Information

a. Minimum Requirements

Proposals must include a cover sheet denoting the name and address of the LEA applying for these Sub-grant funds and the date of submission of the application. Applicants must also complete the attached Sub-Grant Application which includes the amount of funding requested, a description of the project, goals and objectives of the project, specific activities including the service delivery and timeline and the completed federal forms budget sheet. The signature of the Chief School Officer/Agency Head and the Business Manager must be included with the completed sub-grant application.

All proposals must be submitted electronically in Microsoft Word, excel, and PDF to the Office of Early Learning (OEL), Ms. Cindy L. Husson Brown, at cindy.brown@doe.k12.de.us no later than 4:00 PM September 20, 2017.

Proposals from ineligible applicants and incomplete proposals or late submissions will not be reviewed. Questions may be addressed to Ms. Cindy L. Husson Brown at cindy.brown@doe.k12.de.us or 302-735-4037.

b. General Evaluation Requirements

A team of reviewers will score the applications based on the following criteria:

- **All sections of the Sub-grant Applications are completed- Up to 5 points**
- **Description of Project: 35 points**
 - Target audience of children ages 3-5, including the expected number of children to participate in the project is fully described, the numbers of classrooms and the numbers of staff participating in the project is also fully described Up to 5 points
Detailed explanation of the purpose of this project and how it will benefit the target audience children ages 3-5 with disabilities. Up to 15 points
 - Including baseline data, overall measureable, targeted outcomes to be achieved by the project are identified and are fully described Up to 15 points
- **Goals/Objectives of the Project: 30 points**
- Goal/s fully describes how the project will strengthen or improve the organization, while benefitting children ages 3-5 with disabilities. Goal/s includes the target audience, what is going to be achieved and the duration of the project. Objectives

describe the incremental steps that will lead to achieving the goal Up to 10 points

- **Specific Activities: 30 points**
- All activities for the project include a completed timeline for achievement of each objective within the goal/s. Up to 10 points
- All activities for the project include a detailed method of how the project will be delivered Up to 10 points
- Federal forms budget sheet Up to 10 points

IV. Miscellaneous Information

a. Funding out clause

In the event funding fails to be appropriated as necessary to enter into or continue the grant, in whole or part, the agreement shall be terminated as to any obligation of the State requiring the expenditure of money for which no specific appropriation is available at the end of the last fiscal year for which no appropriation is available or upon the exhaustion of funds.

b. Appeals Process

In the event an applicant is not satisfied with the outcome of the RFA process, they may appeal within 15 days, in writing to the DOE Director of Finance:

Kimberly Wheatley, Director
401 Federal Street, Suite 2
Dover, DE 19901