

RACE TO THE TOP LEA GRANT GUIDELINES

New Projects must be CREATED in eGrants no later than midnight (12:00 p.m.) on Friday, March 30, 2012, to demonstrate Intent to Participate.

Final Applications Due 5:00 p.m. on Friday, April 27, 2012.

Contents

Overview.....	2
Eligibility	2
Funding.....	2
Program Requirements.....	3
Request for Grant (RFG) Application Process.....	6
Grant Award Notification & Disbursement Process.....	7

Overview

In December, Pennsylvania was awarded \$41,326,299 under the federally-funded Race to the Top grant program. Awards were given to states that are leading the way with ambitious yet achievable plans for implementing coherent, compelling, and comprehensive education reform around four specific areas:

- Adopting standards and assessments that prepare students to succeed in college and the workplace and to compete in the global economy;
- Building data systems that measure student growth and success, and inform teachers and principals about how they can improve instruction;
- Recruiting, developing, rewarding, and retaining effective teachers and principals, especially where they are needed most; and
- Turning around the lowest-achieving schools.

As part of its systemic approach, the Pennsylvania Department of Education (PDE) is developing and piloting models for educator effectiveness. Based on the Danielson Framework and underwritten by the Gates Momentum grant, the instruments are designed to improve the way teachers, specialists, and principals are evaluated and enhance educator training and professional growth in the Commonwealth.

The primary objective of Pennsylvania's Race to the Top Local Education Agency (LEA) Grant Program is for participating local entities to adopt and implement Pennsylvania's Educator Effectiveness Instruments and to use the evaluation process and results to inform local decisions regarding professional development and staff retention in support of student achievement.

Approximately 50% of Pennsylvania's Race to the Top award has been designated specifically for formula grants to eligible LEA in support of this goal.

Eligibility

All Pennsylvania school districts and charter schools eligible to receive Title I funding during the 2011/2012 School Year are eligible to request a Race to the Top grant.

A list of the [eligible LEA](#) is posted on the Race to the Top grant page on the PDE website at http://www.portal.state.pa.us/portal/server.pt/community/american_recovery_and_reinvestment_act/17696/race_to_the_top/1066062.

Funding

Allocations

The ESEA Title I, Part A formula was used in conjunction with 2011/2012 Title I eligibility data to determine [Race to the Top grant allocations](#); however, the awards

are NOT subject to the same restrictions on uses of funds that apply to Title I, Part A monies.

Therefore, grantees will be able to identify participants for each cohort year based upon their local needs assessments and professional development plans rather than on school rank order determined by poverty percentage.

Allocations are posted on the Race to the Top grant page on the PDE website at http://www.portal.state.pa.us/portal/server.pt/community/american_recovery_and_reinvestment_act/17696/race_to_the_top/1066062. Please Note: Grants awarded may be higher than the initial allocation if eligible LEA 'Opt-Out' of participation (see *Grant Reapportionment under Request for Grant (RFG) Application Process* below).

Non-Public & Private School Equitable Participation

There is no federal requirement that non-public and private schools participate in the Race to the Top program; therefore, grantees will NOT be obligated to provide equitable services to the non-public and private schools located within their boundaries.

Eligible Uses of Funding

Race to the Top grant monies may be used for any expense incurred through participation in related professional development provided by 1) the Intermediate Unit or approved provider (primarily for superintendents, central office staff, and principals) or 2) the grantee and/or asynchronous SAS modules (for teachers and specialists). Funds may also be used for costs associated with the implementation of the Educator Effectiveness Instrument post professional development.

Eligible expenditures include:

- Purchased professional services,
- Facilities and materials fees,
- Travel and sustenance costs,
- Salaries and benefits associated with 'release time',
- Development of additional measures,
- Equipment, and
- Licensing.

Please Note: Race to the Top grant monies may not be used for indirect costs or administrative fees and are subject to the American Recovery and Reinvestment Act (ARRA) restrictions on fund usage.

Program Requirements

Professional Development (Supervisors)

Participation in the Race to the Top Grant Program is LEA-wide; therefore, **all** supervisors who contribute to the evaluation of staff (principals and superintendents/central office staff) must attend professional development on the

instrument specific to their positions, if applicable, and the staff positions they will be evaluating. I.E.:

- Superintendents and central office staff who contribute to the evaluation of principals, teachers, and/or specialists must attend professional development on the Educator Effectiveness Instrument(s) relevant to the position(s) they evaluate.
- Principals must attend professional development on the Educator Effectiveness Instrument used to evaluate their position as well as professional development on the Educator Effectiveness Instrument(s) relevant to the teacher and/or specialist positions they evaluate.

The Pennsylvania Department of Education has partnered with Pennsylvania Intermediate Units (PAIU) to provide this professional development regionally; however, grantees have the flexibility to select another provider with the condition that the professional development proffered is aligned to the same, or a comparably rigorous, model for educator evaluation. PDE is using the Danielson Framework for instrumentation.

Please Note: In addition to the IU/Other Provider professional development above, all supervisors must complete inter-rater reliability training to receive certification prior to using the Educator Effectiveness Instrument to evaluate staff performance. PDE has partnered with Teachscape to develop this asynchronous training module that will be available at no cost to the participant on www.pdesas.org starting 2012/2013.

Professional Development (Teachers & Specialists)

Staff members who are evaluated but do not contribute to the evaluation of other staff (i.e., teachers and specialists) must participate in professional development on the Educator Effectiveness Instrument relevant to their positions; however, they have the option to:

- attend the professional development provided by the IU or other qualified provider,
- participate in local professional development provided by the awardee, or
- complete specific asynchronous modules available at no cost to the participant on www.pdesas.org starting 2012/2013.

To ensure a complete and consistent understanding of the process, teachers and specialists should complete the professional development or modules prior to being evaluated using the Educator Effectiveness Instrument.

Performance Measures

Awardees must agree to meet or exceed the following performance measures by the end of the school year indicated.

	SY 12/13	SY 13/14	SY 14/15
SUPERINTENDENTS & CENTRAL OFFICE STAFF...			
Trained on the Educator Effectiveness	25%	50%	75%

Principal Instrument.			
PRINCIPALS...			
Trained on the Educator Effectiveness Teacher Instrument.	50%	100%	
Trained on the Educator Effectiveness Specialist Instrument.	25%	50%	75%
Trained on the Educator Effectiveness Principal Instrument.	25%	50%	75%
Evaluated using the Educator Effectiveness Principal Instrument.		10%	50%
TEACHERS...			
Trained on the Educator Effectiveness Teacher Instrument.	50%	100%	
Evaluated using the Educator Effectiveness Teacher Instrument.	10%	50%	100%
SPECIALISTS...			
Trained on the Educator Effectiveness Specialist Instrument.	25%	50%	75%
Evaluated using the Educator Effectiveness Specialist Instrument.		10%	50%
ALL EDUCATORS...			
Using the professional development modules associated with the Educator Effectiveness Instrument within the SAS portal.	10%	30%	50%

Program Design

As part of the Request for Grant application, awardees must demonstrate that consideration has been given to the impact adoption and implementation of the Educator Effectiveness Instrument will have on the following areas:

- Improving educator effectiveness in schools, resulting in all schools having highly qualified teachers.
- Guiding the provision of intensive supports and effective interventions in schools that need them the most, thereby improving achievement in low-performing schools.
- Enhancing the collection and use of data to improve student learning and college and career-readiness.
- Assisting in progress toward the adoption and implementation of PA Common Core standards, advancing performance in assessments, and enriching teaching and learning particularly in STEM (Science, Technology, Engineering, and Mathematics) education?

In addition, awardees must indicate in their applications the steps they have taken to ensure the success of the program, including stakeholder involvement, the alignment of other professional development to the common evaluation instrumentation, and the thoughtful selection of participants for each cohort.

Evaluation Participation

In order to improve the Educator Effectiveness Instrument, professional development, and resources, as well as evaluate the efficacy of the overall program, Intermediate Units will collect information via multiple means from the awardees within their respective regions. Awardees must agree to participate in all related data collections.

Request for Grant (RFG) Application Process

Procedures

All applications for Race to the Top funding must be submitted electronically via the PDE eGrants system at <http://egrants.ed.state.pa.us>. Applications will not be accepted by mail, e-mail, facsimile or any method other than the approved eGrants submission.

A school district shall submit one application on behalf of one or more public schools within the applicant district; however, a charter school must file separate grant requests for each campus having a unique 9-digit Administrative Unit Number (AUN). AUN information may be found in the [Educational Names Database \(EdNA\)](#).

PLEASE NOTE: Access to the eGrants system must be granted by the local eGrants Administrator before an application can be created.

Intent to Participate

To demonstrate intent to participate, eligible LEA must create a Request for Grant Application in eGrants no later than **midnight (12:00 p.m.) on Friday, March 30, 2012**. The application must only be *created* (i.e., click Create New Project under Race to the Top) by midnight on Friday, March 30, 2012; it does not need to be completed until the due date below.

Please Note: Creation of an RFG application only signals the LEA's intent at the time of creation; it does NOT commit the LEA to participation. Only when the LEA submits the completed RFG application by the due date below and signs a contract with their IU to receive the Race to the Top grant is that LEA committed to participation in the Race to the Top Grant Program.

If an eligible LEA does NOT create a Request for Grant Application New Project in eGrants by **midnight (12:00 p.m.) on Friday, March 30, 2012**, the LEA will be deemed to have 'Opted-Out' of the Race to the Top grant.

Grant Reapportionment

The monies allocated to eligible entities NOT creating a Request for Grant Application New Project by **midnight on Friday, March 30, 2012**, will be reapportioned to participating entities (i.e., eligible entities submitting a completed application by midnight on Friday, March 30, 2012) through the same formula used to determine initial grant allocations.

For example, Districts A, B, and C are eligible to receive grants of \$10,000, \$20,000, and \$80,000 respectively. District A does not create a Request for Grant Application New Project by the deadline, effectively 'Opting-Out' of the grant program; therefore, Districts B and C, both of whom have created RFGA New Projects, are now eligible to receive \$22,500 and \$87,500 respectively.

Grantees will be notified of their adjusted amount via email the week of April 2 – April 6, 2012, and will be required to adjust their scopes of work and budgets accordingly.

RFG Application Due Date

All applications must be completed and submitted by **5:00 p.m. on Friday, April 27, 2012**. The on-line eGrants application will be deactivated at 5:01 pm EDT on April 27, 2012.

No extensions will be granted.

Grant Award Notification & Disbursement Process

Notification

In early May, a list of final awards will be distributed via PENN*Link and posted to the Race to the Top grant page on the PDE website at http://www.portal.state.pa.us/portal/server.pt/community/american_recovery_and_investment_act/17696/race_to_the_top/1066062.

Contracts & Fund Disbursement

Race to the Top grant funding will be reimbursed via the grantee's regional Intermediate Unit similar to the IDEA program. Additional information on the IU contracting and fund disbursement process will be communicated at the time of award.

Fund Expiration

Race to the Top funds must be encumbered by September 30, 2014, and expended no later than September 30, 2015. Any funds not expended or obligated prior to the expiration of such funds must be refunded to the Department.

Fund Availability

Allocations are dependent upon funding availability. Once a grant has been awarded, monies will become available upon completion of the amendment process but are subject to forfeiture if the terms and conditions of the agreement are not met.