



Alyeska Reading Institute Summer School Grant Request for Applications

Essential information guiding the application of this grant is contained in this Request for Applications (RFA).

Applications are due to the Alaska Department of Education & Early Development no later than **April 26, 2024 at 5:00 p.m.** Alaska Daylight Time.

Contact

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Copies of this RFA are available electronically on the [DEED forms webpage](#).
[05-24-040]

General Applicant Information

COMPLETED GRANT APPLICATIONS
MUST BE RECEIVED NO LATER THAN **5:00 p.m. AKDT, April 26, 2024**

NOTE: Applications received after **April 26, 2024**, will not be considered unless the applicant can provide independent verification from a delivery service that delivery would have met the required deadline but was unavoidably detained by weather or another uncontrollable circumstance. *Applicants are strongly encouraged to notify the program contact as soon as possible if they expect an application delay.*

Submission of an electronic grant application indicates acceptance by the applicant of the appropriate state administrative conditions. All applicants submitting applications in a timely manner will receive a **Grant Application Receipt Acknowledgment** by email.

Please direct questions to: carol.boatman@alaska.gov

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Section I: Description of the Project

Introduction

Through strategic planning, the Alaska Department of Education and Early Development (DEED) identified five positive trajectories, or goals, which were articulated as [Alaska's Education Challenge](https://education.alaska.gov/akedchallenge) (education.alaska.gov/[akedchallenge](https://education.alaska.gov/akedchallenge)). The first strategy focuses on all students reading at grade level by the end of third grade. Alaska Reads' Act was developed and put into law, July 1, 2023. Part of the law requires districts to provide 20 hours of intensive interventions during the summer to third grade students who have been identified to have a reading deficiency.

This request for application will ask potential subgrantees to provide [evidence-based](#) programming that intentionally supports the selected area of Alaska's Education Challenge:

- Support all students to read at grade level by the end of third grade;

The purpose of this competitive grant is to provide school districts an opportunity to establish innovative strategies to carry out activities that will address the required 20 hours of summer learning for students in third grade with a reading deficiency and provide additional support to K-2 students in reading.

School districts are invited to compete for funding for summer programs that best meet the following indicators:

1. Programming is scheduled to allow for frequent, consistent, and on-going participation by students
2. All of the programming must focus on the implementation of the Science of Reading, which may include high impact tutoring, and is focused on targeted reading interventions for K-3 students
3. Program structure focuses on a positive program environment, small staff-to-student ratios, and developing strong relationships between staff and students
4. Programming is provided by skilled staff
5. Transportation to and from home is provided so that it is not a barrier to attendance unless all students typically walk to school

Eligible Recipients

Eligible recipients include:

- School Districts

Uses of Funds

Allowable use of grant funds for summer programs will provide support for unfinished learning. Allowable activities include, but are not limited to:

- Salaries and fringe benefits for summer program staff
- Professional development for summer program staff
- Consultants, subcontractors, and evaluators providing allowable services and activities
- Classroom materials and supplies for summer programs
- Remedial education activities and academic enrichment learning programs, including providing additional assistance to students
- Transportation for summer school

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Reporting Requirements

Recipients of this grant will be required to submit an end of summer school report to evaluate the progress towards meeting the measurable program outcomes defined in the eligible entities grant application. Reports will describe:

1. Number of students participating in summer school
2. Progress towards meeting goals and outcomes
 - a. Data- quantitative or qualitative
3. Attendance compared to post assessment results.

If the subgrantee does not meet reporting deadlines, then it may be considered non-compliant. DEED has several options to address non-compliant entities. For example, DEED could consider imposing specific conditions on the subgrantee's Federal grant(s), placing the organization on high-risk status, or discontinuing current and future grant funding opportunities from DEED.

Section II: General Grant Information

Available Funding and Related Conditions

1. Minimum and Maximum Award per Subgrant

- Small School Districts: 1 - 1,000 student enrollments
 - Grant Minimum-Maximum \$25,000-\$100,000
- Medium School Districts: 1,001 - 7,999 student enrollments
 - Grant Minimum-Maximum \$25,000-\$75,000
- Large School Districts: 8,000 - 45,000 student enrollments
 - Grant Minimum-Maximum \$25,000-\$50,000

2. Funding Period

The grant will be awarded for summer 2024. If selected for an award, subgrantees will be required to provide budgets and reimbursement requests by fiscal year.

Session	Summer Programming Calendar Year	Summer Programming Months	Fiscal Year (For Budgeting Purposes)
S1	2024	May 24, 2024 - June 30, 2024	FY2024
S2	2024	July 1, 2024 - August 31, 2024	FY2025

It is DEED's expectation that services to students will be provided outside of the regular school year. Some activities, such as staff administration, may begin prior to the summer session start date and may extend beyond the summer session end date, with DEED approval.

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Grant Application Process Timelines

RFA Released:	April 1, 2024
Optional Webinars for Participants (ask questions and obtain assistance with completing the application):	<p>April 4, at 3:00PM AKDT Zoom Link: Question and Answers with DEED Meeting ID: 875 3490 0391 Passcode: 721002</p> <p style="text-align: center;">OR</p> <p>April 9, at 11:00AM AKDT Zoom Link: Question and Answers with DEED Meeting ID: 870 7862 8729 Passcode: 785017</p> <p style="text-align: center;">OR</p> <p>April 9, at 4:00PM AKDT Zoom Link: Question and Answers with DEED Meeting ID: 869 3570 6963 Passcode: 832365</p>
RFA Due:	<p>April 26, 2024, at 5:00PM AKDT <i>Applications received after this time/date will not be considered unless the applicant can provide independent verification from a delivery service that delivery would have met the required deadline but was unavoidably detained by weather or another uncontrollable circumstance.</i></p>
Subgrant Review Period:	April 29 – May 6, 2024
Notice of Intent to Award:	<p>May 6, 2024 <i>The state reserves the right to revoke this Notice of Intent to Award if it is subsequently found to be in error, or made on the basis of inaccurate information, or is otherwise in the best interest of the state to do so.</i></p>
Appeal Period:	May 6 - 23, 2024
Notification of Awards:	May 24, 2024
Grant Award Issuance:	May 24, 2024
Grant Period:	<p>May 24, 2024 - June 30, 2024 July 1, 2024 - August 31, 2024</p>
End of Grant Report Due:	August 30, 2024

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Application

The application provides the opportunity to outline activities and a timeline for the proposed project. Each subgrantee will describe the activities that will be used to address strategies and programs that align with providing students the opportunity to address unfinished learning through summer programming.

Consider evidence-based activities appropriate for projects designated in this application. The document [“Meeting Alaska’s Education Challenge Together”](https://education.alaska.gov/akedchallenge/alaska-strategic-priorities.pdf) (education.alaska.gov/akedchallenge/alaska-strategic-priorities.pdf) has a series of goals that are designed to promote education for students in Alaska. These goals also outline options for innovation such as working tirelessly to ensure students are reading on grade level by third grade.

Complete applications ([05-24-040](#)) must contain the following, **as a single PDF file**:

1. Completed budget form [05-24-042](#)
 - Memorandums of agreement, if applicable
2. Assurances & Certification Packet ([Form 05-24-041](#)) signed by authorized representative
3. Project Narrative responses to [Parts A-D](#), no more than 15 pages double-spaced, 12-point font
4. A sample outline of daily and weekly schedules/structures, no more than 5 pages

All forms referenced above are available on [DEED’s Forms Page](#) (education.alaska.gov/forms). Using the state forms for budget/budget narratives referenced above, provide the following information to include a detailed budget and budget narrative that itemizes how you will use grant funds. Indicate in both the budget and the budget narrative the purpose by line item for each of the expenditures, paying particular attention to the following categories:

- **Staffing:** For each position, describe the services to be provided, the duration of services, and the unit rate of pay (salary, per hour or per day)
- **Professional/Technical:** Describe proposed subcontract agreements with other allowable contractors including the cost
- **Supplies/Materials:** Please provide specific information on supplies and materials requested and their costs per site

Application Review Process

The review panel will review the information provided by the applicant. Applications will be scored independently using the scoring form and scoring guide included in this RFA. Reviewers will then meet to clarify the accuracy of reviewers’ understanding. Each reviewer will assign a rating to each letter/number subsection published in the scoring guide. The entire range of scores, including 0, may be used by the reviewer for each subsection. The reviewers’ total scores will be averaged to determine the order by which applications will be considered for funding.

Section III: Application Scoring Guidelines

Application Guidelines

Note to Applicant: The point value assigned for each question is listed in the header of each section. The Application Review Panel will use these point values during the application review process. Scores between 0 and the maximum identified points may be given. Funds will be awarded among the eligible recipients on a competitive basis based on the Criteria for Review and Scoring Guide provided in Appendix A.

Application Format

The application narratives (Parts A through D) must total no more than 15 pages, double-spaced, 12-point font, excluding an abstract (optional), table of contents (optional), and any required attachments. Formatting of the narrative is at the discretion of the applicant; however, use of headings/subheadings is encouraged. Make sure to clearly label all parts and subparts to sequentially follow the application questions. Appendices may exceed the page limit, but reviewers will only be required to read those appendices required by this grant. Applicants are encouraged to format their work in ways that assist the reviewers to clearly understand the applicant's intent. Applicants are encouraged to follow the rubric in [Appendix A](#) to guide their responses.

Part A: Project Goals (50 Points)

Create at least 3 SMART goals for this project: specific, measurable, attainable, relevant, and time-bound.

Consult the list of 5 indicators listed in the [purpose section](#) when designing project goals. Describe the indicators this project will address (Note: It is not required to address all 5).

EXAMPLE: By the end of the grant, 80% of the students who regularly attend the summer program will demonstrate an increase in reading proficiency as measured by the pre- and post-program assessment scores. This goal addresses indicators 2 and 4 by providing high-impact tutoring from skilled staff.

Part B: Budget, Narrative & Summary (50 Points)

Describe how the money will be spent (FTE, supplies, curricula, activities, etc.). Consult the uses of funds section for an overview of allowable expenses. Proposed activities should be reasonable, necessary, and allowable.

The budget should be clearly aligned to the project goals and proposed activities. Sufficient funding should be indicated to provide adequate support for each activity outlined in the proposal.

In the budget narrative box, provide sufficient description to indicate how the expenditure will be used to support the project goals. The description should provide a clear idea of how the money will be spent (number of FTE, details regarding supplies, etc.).

Part C: Program Details (50 Points)

1. Project Need (10 points)

Describe the extent and need for the project. Describe the target population and their needs. Define the main problem the funds will address. Provide quantitative and qualitative data to support the needs of the project.

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2. Major Activities (20 points)

Describe the major activities this project will address. Discuss how the activities address the purpose of this grant ([see page 4](#)). Provide a sample outline of daily and weekly schedules/structures (may include as an appendix, no more than 5 pages).

Successful applicants will include innovative and evidence-based strategies to address these components.

For each activity include:

- A description of the major activities, which include enough high-level detail for the evaluation committee to be able to get a clear picture of the project;
- An explanation of how the activities target the project goals; and,
- A description of the data that will be gathered to measure the effectiveness of the activities.

3. Removing Barriers (20 points)

The purpose of this section is to ensure equal access by:

- ensuring equal opportunities to participate to all eligible students, teachers, and other program beneficiaries in any project or activity carried out under this grant;
- promoting the ability of students, teacher, and beneficiaries to meet high standards; and,

Describe the steps the applicant will take to ensure equal access to the project and to remove barriers to equitable participation (i.e., transportation, virtual options, accommodations for special education, flexible schedule, etc.). Describe the steps the applicant will take to ensure those students most impacted by the pandemic will benefit.

Part D: Learning & Engagement (50 Points)

Describe how the project will address learning, instruction, assessment, enrichment, and engagement.

1. Learning Strategies (20 points)

Describe the innovative and evidence-based strategies that will be used to meet the unique needs of the students selected for the program. Address topics such as mode of instruction, group size, etc. Describe the formative and summative assessments that will be created and/or used to measure student achievement.

2. Student Engagement (30 points)

Describe the innovative and evidence-based strategies that will be used to address student engagement. Describe strategies that will be used to encourage student attendance and participation and supports the Science of Reading.

Section IV: Appendices

[Appendix A: Scoring Guide](#)

[Appendix B: Conditions of Subgrant Awards](#)

[Appendix C: Submission Checklist](#)

[Appendix D: Definitions](#)

Appendix A: Scoring Guide

Alyeska Reading Institute Summer School Grant Competitive RFA Scoring Guide

Rating Scale: Criteria are to be rated according to the scale shown below.

Rating	Absent / Far Below Grant Criteria	Approaches Grant Criteria	Achieves Grant Criteria	Exceeds Grant Criteria	Significantly Exceeds Grant Criteria
10-point questions	0 – 1	2 – 3	4 – 6	7 – 8	9 – 10
20-point questions	0 – 3	4 – 7	8 – 12	13 – 16	17 – 20
30-point questions	0 – 5	6 – 11	12 – 17	18 – 23	24 – 30

Rubric: Criteria are to be rated according to the rubric shown below. Grant submissions will be put into one of the groups listed below by using Fall OASIS district enrollment. This will allow school districts to compete with like sized districts.

- Small School Districts: 1 - 1,000 student enrollments
 - Grant Minimum-Maximum \$25,000-\$100,000
- Medium School Districts: 1,001 - 7,999 student enrollments
 - Grant Minimum-Maximum \$25,000-\$75,000
- Large School Districts: 8,000 - 45,000 student enrollments
 - Grant Minimum-Maximum \$25,000-\$50,000

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Part A Project Goals (50 Points)	Reviewer's Score
<p>Specific (10 Points)</p> <p>All goals (minimum of 3) provide specific strategies to address project needs. All goals are clearly focused on desired student outcomes. The specific strategies outline correlate to one or more of the indicators listed in the purpose section.</p>	
<p>Measurable (10 Points)</p> <p>All goals (minimum of 3) contain measurable benchmarks to assess and evaluate the project. All goals indicate specific evidence that will be collected to clearly indicate progress toward desired outcomes.</p>	
<p>Attainable (10 Points)</p> <p>All goals (minimum of 3) are attainable based on the project design. All goals contain a realistic vision of outcomes that can be achieved during the scope of the project and with the resources available to the organization.</p>	
<p>Relevant (10 Points)</p> <p>All goals (minimum of 3) are relevant to the identified student learning deficiency. All goals are relevant to the purpose of this grant, as outlined in the purpose section, and address one or more of the provided indicators.</p>	
<p>Time-Bound (10 Points)</p> <p>All goals (minimum of 3) are timebound with a stated learning framework. All goals can be accomplished and evaluated within the time frame of the grant.</p>	
Part A Total	/50

Part B Budget, Narrative & Summary (50 Points)	Reviewer's Score
<p>Budget Forms & Allowability (10 Points)</p> <p>The budget outlined sufficient details regarding proposed expenditures. Proposed activities are reasonable, necessary, and allowable. The budget was completed on the correct DEED form, 05-24-042</p>	
<p>Budget Alignment (20 Points)</p> <p>The budget is clearly aligned to the goals and activities outlined in the grant application. There is a clear plan tied to the goals of the program. Adequate funding has been outlined for elements listed.</p>	
<p>Sufficient Budget Narrative Detail (20 Points)</p> <p>The reviewer has a clear idea of how the money will be spent (number of FTE, details regarding supplies, etc.). The reviewer can connect the proposed expenditures to proposed activities.</p>	
Part B Total	/50

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Part C Program Details (50 Points)	Reviewer's Score
<p>Project Need (10 Points)</p> <p>Applicant described the extent and need for the project. Applicant described the target population and their specific needs. Applicant defined the main problem the funds will address.</p> <p>Quantitative and qualitative data to support the needs of the project and student population were provided.</p>	
<p>Major Activities (20 Points)</p> <p>Applicant described the major activities this project will address. A complete description of how the activities address the purpose of this grant was included. Descriptions included innovative strategies to address the components outlined in the purpose section (see page 4).</p> <p>Each activity included:</p> <ul style="list-style-type: none"> • a description of the activity, with enough high-level detail for the evaluation committee to be able to get a clear picture of the project; • an explanation of how the activity is targeting the project goals; and, • a description of the data that will be gathered to measure the effectiveness of the activity. 	
<p>Removing Barriers (20 Points)</p> <p>Applicant described how they will comply with the requirements of Section 427 of GEPA, 20 U.S.C 1228a. The description included information on the steps the applicant proposes to take to permit students, teachers, and other program beneficiaries to overcome barriers (including barriers based on gender, race, color, national origin, disability, and age) that impede access to, or participation in, the project.</p> <p>Applicant described the steps taken to ensure equal access to the project and to remove barriers (including transportation) to ensure equitable participation. Applicant described the steps taken to ensure those students most impacted by the pandemic will benefit.</p>	
Part C Total	/50
Part D Learning & Engagement (50 Points)	Reviewer's Score
<p>Academic Learning Strategies (20 Points)</p> <p>Applicant described the innovative and evidence-based strategies to meet the unique academic needs of students selected for the program.</p> <p>Applicant addressed topics such as mode of instruction, group size, etc.</p> <p>Applicant provided a description of the formative and summative assessments that will be used to determine student achievement.</p>	
<p>Student Engagement (30 Points)</p> <p>Applicant described the innovative and evidence-based strategies that will be used to address student engagement. A description of the strategies that will be used to encourage student attendance and participation was provided.</p> <p>Applicant described strategies that support the Science of Reading.</p>	
Part D Total	/50
Totals Parts A-D	/200

Appendix B: Conditions of Subgrant Awards

1. Program Administration

In Alaska, the Department of Education & Early Development has been authorized to distribute state funds appropriated for this program. Program provision shall be governed in all respects by the authorizing statute and the laws of the State of Alaska, the General Education Provision Act (GEPA) and the Uniform Administrative Requirements, Cost Principles.

Submittal of an application will show the applicant's acceptance of these terms and conditions contained in this Request for Application (RFA). The contents of the application will become contractually binding if a grant is awarded. Failure of the successful applicant to accept these obligations may result in cancellation of the award. Upon opening, all submissions become the property of the Alaska Department of Education & Early Development and are open to public inspection at all reasonable times. The Department reserves the right to reject any and all applications should it be deemed by the Department to be in its best interest to do so. Applicants can appeal the Department's decision through the established State Appeal Process found in Alaska State Code, Chapter 40.

The Alaska Department of Education & Early Development is not liable for any costs incurred by applicants in the development of applications. All costs incurred in responding to this RFA, including negotiation sessions (if held), are the sole responsibility of the applicant.

3. Grant Application Format

Section III of this RFA contains the grant application form. It is essential that each section clearly and concisely identify the items requested. Appendices may exceed this page limit, but reviewers will only be required to read those appendices requested by this grant application.

4. Certificate of Assurances

This grant is a state funded program and the general Certifications and Assurances packet related to federal programs that was submitted for the current fiscal year by the district to the Alaska Department of Education & Early Development will apply to this program. This is a reminder that the subgrantee must be fully aware of its obligations to adhere to all state and federal requirements in the event the grant application is approved. Copies of this Request for Application may be obtained from the Alaska Department of Education & Early Development and are available on the [department's webpage](http://education.alaska.gov) (education.alaska.gov).

Assurance of Nondiscrimination

The Alaska Department of Education & Early Development is an equal opportunity employer and will not discriminate in the department employment, supervision, practices, services or educational programs on the basis of race, religion, color, national origin, age, sex, handicap, and marital status, changes in marital status, pregnancy, parenthood, veteran's status, veteran's disability or political affiliation.

5. Appeals Process

[4 AAC 40.010 - 4 AAC 40.050](http://akleg.gov/basis/aac.asp#4.40.010) (akleg.gov/basis/aac.asp#4.40.010) governs the process of appeals. This regulation in its entirety is available on the [Alaska Legislative website](http://legis.state.ak.us/basis/aac.asp) (legis.state.ak.us/basis/aac.asp).

6. Fiscal Procedures

All payments will be made on a reimbursement basis for expenditures incurred by the subgrantee. Reimbursement requests must be submitted to the department by August 30, 2024 in the electronic grants management system. In addition, a detailed computerized report is required indicating the date of obligation, vendor name, accounting object code, and exact amount of the transaction. The final payment will not be made until after the grant activity has been concluded and the required end-of-year report has been submitted to the department. Expenditures in excess of approved budget amounts will be the responsibility of the subgrantee.

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Eligible expenditures will be limited to those directly necessary and essential to the accomplishment of the proposed grant activity. These will customarily include personnel salaries, benefits, consultant fees, materials and supplies, travel, telephone, and postage. The Alaska Department of Education & Early Development shall determine the eligibility of any disputed item and the sponsoring school district or agency shall be responsible for any disputed expenditure. Changes in budgets for approved grant applications shall be conditional on written approval from the department.

The authorization to encumber grant monies will expire at the scheduled conclusion of the approved grant. The final financial statement should be submitted not later than 45 days after the grant expiration date.

School District and Non-Profit subgrantees are responsible for ensuring that audit and accounting procedures comply with 2 C.F.R. Part 200, Subpart F – Audit Requirements.

7. Disallowable Costs

The following are costs not allowed under U.S. Department of Education fiscal regulations and/or authorizing legislation: bad debts, contingencies, contributions and donations, entertainment costs, fines and penalties, interest and other financial costs, expenses of local governmental bodies such as school boards and city councils, undercover of costs under grant agreements, application preparation costs, and/or capital expenditures.

In addition, the U.S. Department of Education does not expect administrative or executive salaries and benefits to be a lawful purpose of these funds.

Items that may be considered educational incentives for students or staff are assumed to be extraneous to the conduct of a federally funded program.

8. Subcontracts

The Alaska Department of Education & Early Development retains the right to establish the following procedures for sub-contracting within a project resulting from this RFA:

- a. The subgrantee may sub-contract for services up to \$5,000 without prior approval from the department.
- b. Before sub-contracting for services of \$5,000 or more the subgrantee must receive written approval from the Program Manager.
- c. Sub-contracts of \$5,000 or more must be in written form and a copy sent to the Program Manager for placement in the RFA/Grant file.

9. Cancellation

The Alaska Department of Education & Early Development reserves the right to cancel any grant awarded as a result of the RFA for any of the following reasons:

- a. if the subgrantee demonstrates fiscal irresponsibility,
- b. if the subgrantee fails to perform in accordance with the conditions of this RFA,
- c. if the subgrantee fails to perform in accordance with the application and any negotiated modifications,
- d. if the state no longer has funds available for the project resulting from this RFA, or
- e. if the subgrantee included misleading or faulty information in the application.

10. Evaluation of Subgrantee Performance / Continuation of Funding

Entities receiving federal funds are required to meet all necessary reporting requirements of the subgrant. In awarding the subgrant, the state expects the subgrantees to conduct all activities and evaluation measures as stated in the RFA that are written or negotiated in the approved grant application. Failure to provide the requested performance reports and evaluations on all activities as proposed and to implement the subgrant as approved could result in the loss of funding. Any changes to the original approved application (including modifications to goals and/or objectives) must receive prior approval by the Department of Education & Early Development.

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The state reserves the rights to withhold funding, reduce funding, or terminate funding if the subgrantee is not meeting program reporting requirements, making substantial progress toward meeting identified performance goals and measures, or does not demonstrate a clear need for the allotted level of subgrant support. This includes access to unexpended funds at the end of the grant period (August 30, 2024).

After it has been awarded, the Alaska Department of Education & Early Development may terminate a subgrant by giving the subgrantee written notice of termination. In the event of termination after award, the Alaska Department of Education & Early Development shall reimburse the subgrantee for approved subgrant expenses incurred up to the notification of termination.

The state retains the right to refrain from making any awards if it determines that to be in its best interest. This RFA does not, by itself, obligate the state.

The state reserves the right to add terms and conditions during subgrant negotiations. These terms and conditions will be within the scope of the RFA and will not affect the application reviews.

After the completion of subgrant negotiations, the state will issue a written Notice of Intent to Award (NIA) and send copies to all applicants. The NIA will set out the names of all applicants and identify the application(s) selected for award.

The state reserves the right to modify annual awards based on the subgrantee's performance towards outcomes outlined in the initial application.

11. Indemnification

Any contractor shall indemnify, safe harmless and defend the state, its officers, agents and employees from all liability, including costs and expenses, for all actions or claims resulting from injuries or damages sustained by any person or property arising indirectly or indirectly as a result of any error, omission or negligent act of the contractor, subcontractor or anyone directly employed by them in the performance of this contract.

All actions or claims including costs and expenses resulting from injuries or damages sustained by any person or property arising directly or indirectly from the contractor's performance of this contract which are caused by the joint negligence of the state and the contractor shall be apportioned on a comparative fault basis. Any such joint negligence on the part of the state must be a direct result of active involvement by the state.

12. Insurance

During the life of this grant, any contractor shall purchase and maintain insurance with a carrier or carriers satisfactory to the Department of Administration, Division of Risk Management, covering injury to persons or property suffered by the State of Alaska or a third party, as a result of errors or omissions or operations which arise both out of and during the sub-contractor engaged in work under this grant. A thirty (30) days prior notice to the Contracting Officer is required before cancellation, non-renewal or breach and ground for termination of the contractor's services.

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Appendix C: Submission Checklist

The pages below have been signed and uploaded **as a single PDF file**, then sent to carol.boatman@alaska.gov

- Complete project narrative which includes responses to Parts A-D and is no more than 15 pages, double-spaced, 12-point font, excluding an abstract (optional), table of contents (optional), budget forms, sample outline, and other requested attachments
- Assurances & Certification Packet, [Form 05-24-041](#)
- Signed budget, [Form 05-24-042](#)
- Sample outline of daily/monthly activity structures, no more than 5 pages

A program such as Adobe may be helpful in combining multiple files into one PDF. Please email carol.boatman@alaska.gov for assistance.

Appendix D: Definitions

Evidence-Based: The ARP Act defines the term “evidence-based” as having the meaning in section 8101(21) of the ESEA. Accordingly, “evidence-based” includes several tiers of evidence. Specifically, “evidence-based,” when used with respect to an SEA, LEA, or school activity, means an activity, strategy, or intervention that:

- Demonstrates a statistically significant effect on improving student outcomes or other relevant outcomes based on—
 - Strong evidence from at least one well-designed and well-implemented experimental study (“tier 1”);
 - Moderate evidence from at least one well-designed and well-implemented quasi experimental study (“tier 2”); or
 - Promising evidence from at least one well-designed and well-implemented correlational study with statistical controls for selection bias (“tier 3”); or
- Demonstrates a rationale based on high-quality research findings or positive evaluation that such activity, strategy, or intervention is likely to improve student outcomes or other relevant outcomes and includes ongoing efforts to examine the effects of such activity, strategy, or intervention (“tier 4”).

LEA: Local Educational Agency. For the purposes of this grant, LEA shall refer to the school district or community-based organization applying for funds.

Summer Program: Summer program will refer to any program operating outside of the regular school year. For the purposes of this grant, summer programs shall occur in the months of May, June, July, and/or August.