

**Ready for Kindergarten (R4K)**

**Grant Program**

**Maryland State Department of Education**200 West Baltimore Street

Baltimore, Maryland 21201

**Deadline**June 3, 2022

No later than 5:00 pm EST

**APPLICATION FOR PARTICIPATION**

**MARYLAND STATE DEPARTMENT OF EDUCATION**

**Mohammed Choudhury**State Superintendent of Schools
Secretary-Treasurer, Maryland State Board of Education

**Deann M. Collins, Ed D.**Deputy Superintendent, Teaching and Learning

**Steven Hicks**Assistant State Superintendent, Division of Early Childhood Education

**Larry Hogan**Governor

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Jean C. Halle

Dr. Joan Mele-McCarthy

Rachel L. McCusker

Lori Morrow

Brigadier General Warner I. Sumpter (Ret.)

Holly C. Wilcox, Ph.D.

Kevin Bokoum (Student Member)

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# Proposal Cover Page

Name of contact person:

Title of contact person:

Address:

Phone number:

Email address:

Select LEA

Total amount of funding allocated:

Total amount of funding requested:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent or Head of Agency Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent or Head of Agency Printed Name Date

# Project Abstract

Provide a summary of how the prekindergarten and kindergarten programs are structured to support the students and families living in the community served and describe how the proposed professional learning opportunities, program accreditations, and/or the development of a Prekindergarten mixed delivery system meet their needs.

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# KRA Data

Provide the last 3 years of Kindergarten Readiness Assessment (KRA) data in the chart below:

|  |  |  |  |
| --- | --- | --- | --- |
| School Year | % of students demonstrating readiness | % of students approaching readiness | % of students emerging readiness |
| 2021/2022 |  % |  % |  % |
| 2020/2021 | Not administered |
| 2019/2020 |  % |  % |  % |
| 2018/2019 |  % |  % |  % |

In the chart below, provide the percentage of students demonstrating readiness on the KRA, broken down into the following racial / ethnic groups:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| School Year | African American  | American Indian  | Asian | Hispanic/Latino | Native Hawaiian/Pacific Islander | Two or More | White |
| 2021/2022 |  % |  % |  % |  % |  % |  % |  % |
| 2020/2021 | Not administered |
| 2019/2020 |  % |  % |  % |  % |  % |  % |  % |
| 2018/2019 |  % |  % |  % |  % |  % |  % |  % |

In the chart below, provide the percentage of students demonstrating readiness on the KRA, broken down into the following categories:

|  |  |  |  |
| --- | --- | --- | --- |
| School Year  | Children with Disabilities | English Language Learner | Low-Income |
| 2021/2022 |  % |  % |  % |
| 2020/2021 |  Not Administered |
| 2019/2020 |  % |  % |  % |
| 2018/2019 |  % |  % |  % |

Discuss the breakdown of students demonstrating readiness based on race/ethnicity, gender, economically disadvantaged (direct certified), children with disabilities, and English Learners.

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The KRA is broken down into 4 domains: social foundations; language and literacy; mathematics; and physical well-being and motor development. Discuss the breakdown of how students performed within these four domains.

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# Goals, Outcomes and Milestones

Complete this chart below with a goal which is the intended result of the professional learning initiatives. The goal will be focused on increasing kindergarten readiness as measured by the KRA to be administered in the fall of 2023.

|  |
| --- |
| Goal: The number of students demonstrating readiness for Kindergarten will increase from \_\_\_\_\_\_% to \_\_\_\_\_\_% as measured by the fall 2023 administration of the KRA. |
| Outcome: |  |
| Milestone 1: |  |
| Milestone 2: |  |
| Milestone 3 (optional): | By December 2023, \_\_\_\_\_\_\_\_\_ Instructional Assistants will be registered and in the process of completing the Child Development Associate Certificate. |

For applicants that choose to utilize funds for Prekindergarten classrooms to obtain an EXCELS rating and Accreditation, complete the chart below:

|  |
| --- |
| Goal:  |
| Outcome: |  |
| Milestone: |   |
| Milestone: |  |

For applicants that choose to utilize funds for the development of a Prekindergarten Mixed Delivery System, complete the chart below with a goal that includes the number of private child care programs that the LEA will collaborate with in order to address the responsibilities outlined in the MOU.

|  |
| --- |
| Goal:  |
| Outcome: |  |
| Milestone: |   |
| Milestone: |  |

# Implementation Plan

## Professional Learning

### KRA Professional Learning

Applications must provide professional learning opportunities to new and returning Kindergarten teachers, as well as other certified teachers administering the KRA.

Describe the professional learning being offered to participants on how to administer and implement the KRA with fidelity, and how to analyze KRA data and the design of instruction to address identified performance gaps in selected student groups. See the Grant Information Guide for guidance.

|  |
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How many teachers will participate? \_\_\_\_\_\_\_\_\_\_\_\_\_

Describe the professional learning being offered to participants on the articulation of data and curriculum expectations among the school team of early childhood educators. What domain will the professional learning initiatives focus on? What student groups will this focus on? What evidence-based strategy will be taught? See the Grant Information Guide for guidance.

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How many teachers will participate? \_\_\_\_\_\_\_\_\_\_

### ELA Professional Learning

*This section is only applicable to applicants that wish to fund teachers to participate in the professional learning surrounding the ELA.*

Describe the professional learning being offered to participants on how to administer the ELA, including training and support for instructional assistants in formative assessment data collection practices in collaboration and support of the certified teacher of record.

|  |
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|  |

How many Prekindergarten teachers will participate? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe the professional learning being offered to participants to improve ELA implementation practices through participation in the Virtual ELA Implementation Academy.

|  |
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How many Prekindergarten teachers will participate? \_\_\_\_\_\_\_\_\_\_\_\_\_

### CDA

How many Instructional Assistants will be funded through this program to earn a CDA? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is the LEA’s plan to support these individuals throughout the process?

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## Maryland EXCELS and Accreditation

Describe the plan with activities for utilizing funds to support schools with the EXCELS and Accreditation process. If funds are not being requested for this grant activity, describe how the LEA will meet this requirement in other ways.

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Describe how the work will be sustained beyond the grant period.

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Identify the schools and the number of Prekindergarten classrooms in each school participating in the Maryland State Prekindergarten Program that will be supported with funds to obtain an EXCELS rating and Accreditation.

|  |  |
| --- | --- |
| Names of Schools Obtaining EXCELS Rating and Accreditation | Number of Prekindergarten Classrooms Participating in the MD State Prekindergarten Program |
|  |  |
|  |  |
|  |  |
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## Prekindergarten Mixed Delivery System

Describe the plan for utilizing funds to address the requirements within the Memorandum of Understanding (MOU) between the LEA and the eligible private providers in their jurisdiction. Describe the activities, timeline and sustainability plan. If funds are not being requested for this grant activity, describe how the LEA will meet this requirement in other ways.

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Identify the participating eligible private providers that are listed in the MOU.

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|  |

\*Add more rows if necessary

# Timeline

Complete the timeline below with the proposed professional activities described above, including the date the activity will take place, as well as the person responsible for the implementation of each activity:

|  |  |  |
| --- | --- | --- |
| **Activity** | **Date of Implementation** | **Person Responsible** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

\*Add more rows if necessary

# Management Plan and Key Personnel

Describe how the LEA will ensure that grant activities continue in the case of staff turnover.

|  |
| --- |
|  |

Provide information for key personnel in the chart below:

**Key Personnel**

|  |  |  |
| --- | --- | --- |
| **Name** | **Title** | **Responsibilities** |
|  |  |  |
|  |  |  |

*\*Add more rows if necessary*

# Evaluation

Grantees will be required to submit annual evaluation reports and quarterly progress reports that are consistent with the project’s goal and outcome(s). Applicants must evaluate the following required measures, and may add additional evaluative measures:

|  |  |
| --- | --- |
| **Evaluation Measure** | **Goal** |
| 1. Percentage of students demonstrating readiness on the KRA in the identified student groups and domains
 |  |
| 1. Number of Instructional Assistants supported to earn a CDA (optional)
 |  |
| 1. EXCELs rating and accreditation status of each school participating in the Maryland State Prekindergarten Program
 |  |
| 1. Number of participating private providers in the mixed delivery system and percentage of participation of each provider in the collaborative activities.
 |  |

*\*Add more rows as needed.*

Describe how the evaluation results will be disseminated to major stakeholders.

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# Budget and Budget Narrative

Please provide a detailed description of the requested funds for grant related activities. For applicants who wish to fund $500 per Instructional Assistant to earn a CDA, please be sure to include this in the proposed budget below. Add more rows if needed.

**1. Salaries & Wages (list each position separately)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line item** | **Calculation** | **Requested** | **In-Kind** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | Total for salaries & wages: |  |  |  |

Using the space below, explain how the costs for salaries & wages above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

**2. Contracted Services**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line item** | **Calculation** | **Requested** | **In-Kind** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | Total for contracted services: |  |  |  |

Using the space below, explain how the costs for contracted services above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

**3. Supplies & materials**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line item** | **Calculation** | **Requested** | **In-Kind** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  | Total supplies & materials: |  |  |  |

Using the space below, explain how the costs for supplies & materials above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

**4. Other charges**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line item** | **Calculation** | **Requested** | **In-Kind** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | Total for other charges: |  |  |  |

Using the space below, explain how the costs for other charges above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

5. Equipment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line item** | **Calculation** | **Requested** | **In-Kind** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | Total for equipment: |  |  |  |

Using the space below, explain how the costs for equipment above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

6. Transfers (indirect costs)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line item** | **Calculation** | **Requested** | **In-Kind** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  | Total for transfers: |  |  |  |

Using the space below, explain how the costs for transfers (indirect costs) above are necessary, reasonable, and cost-effective.

|  |
| --- |
| Type response here. |

|  |
| --- |
| Total amount requested: |

# Appendix

The following Appendices must be included in the proposal for funding.

* A [signed C-1-25 MSDE budget form](https://www.marylandpublicschools.org/about/Documents/Grants/GrantForms-12-10-2020.xls), encompassing the total requested amount. Do not submit a separate C-1-25 form for each funding priority area.
* A [signed recipient assurances page](https://www.marylandpublicschools.org/about/Documents/Grants/GrantRecipientAssurances.pdf)