

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Division of Teaching, Learning and Assessment
Bureau of Curriculum and Instruction
Hartford, Connecticut



Request for Proposals

Future Scholars

*Connecticut General Statutes
Section 10-19e*

AN ACT CONCERNING JOBS FOR THE TWENTY-FIRST CENTURY

Purpose: To advance the goals of *An Act Concerning Jobs for the Twenty-first Century*, enacted by the Connecticut General Assembly under Section 10-19e of the Connecticut General Statutes, the Connecticut State Department of Education will establish the "Future Scholars" pilot matching grant program to provide interdisciplinary mathematics, science and technology programs for students.

Proposals Due: April 13, 2007

Published: March 1, 2007

RFP # 991

CONNECTICUT STATE DEPARTMENT OF EDUCATION

George A. Coleman
Interim Commissioner of Education

IT IS THE POLICY OF THE CONNECTICUT STATE BOARD OF EDUCATION THAT NO PERSON SHALL BE EXCLUDED FROM PARTICIPATION IN, DENIED THE BENEFITS OF, OR OTHERWISE DISCRIMINATED AGAINST UNDER ANY PROGRAM, INCLUDING EMPLOYMENT, BECAUSE OF RACE, COLOR, RELIGIOUS CREED, SEX, AGE, NATIONAL ORIGIN, ANCESTRY, MARITAL STATUS, SEXUAL ORIENTATION, MENTAL RETARDATION, AND PAST/PRESENT HISTORY OF MENTAL DISORDER, LEARNING DISABILITY AND PHYSICAL DISABILITY.

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Request for Proposals 2006-2007

FUTURE SCHOLARS

An Initiative to Establish a Pilot Program Providing Supplemental Interdisciplinary Mathematics, Science and Technology Instruction for Students in Grades 8 – 10 at the Level of Proficiency on the Mastery Examination.

I. INTRODUCTION TO THE *FUTURE SCHOLARS* GRANT

An Act Concerning Jobs for the Twenty-first Century identifies the Connecticut State Department of Education as the agency to fund this matching pilot program in public and technical schools that are currently participating in externally funded programs in partnership with mathematics, science or technology intensive businesses in the state. Through this pilot program they will develop or expand the existing supplemental program to target students in Grades 8–10 who have scored at the proficiency level in mathematics on the Connecticut Mastery Test or the Connecticut Academic Performance Test.

The *Future Scholars* Grant supports the vision of partnerships between business and education to support Science, Technology, Engineering and Mathematics (**STEM**) learning for the Twenty-first Century.

II. PURPOSE OF THE *Future Scholars* GRANT

The expectation of the *Future Scholars* grant is twofold: to provide pilot program funds to develop innovative interdisciplinary instruction to improve students understanding and achievement in mathematics, science and technology; and to foster partnerships between education, business and industry sectors so that *Future Scholars* will be a model for successful STEM teaching and learning. The *Future Scholars* grant builds on existing partnerships providing additional support and encouragement accelerating students beyond proficiency and motivating them to pursue advanced study in mathematics, science and technology and STEM careers.

III. OBJECTIVES OF THE *Future Scholars* GRANT

In an effort to improve student achievement and interest in mathematics and science, the *Future Scholars* grant opportunity shall achieve the following objectives:

- engage educators and business partners in the development and implementation of a supplemental interdisciplinary curriculum within the content areas of science, technology, and mathematics (the STEM cluster) in the context of industry expectations for careers in the high performance workplace;
- provide students with interdisciplinary experiences in science, technology, and mathematics to create interest in post-secondary STEM study and careers;
- increase resources and their efficient use so that schools will have the capacity to ensure that all students achieve at high levels;
- expand school-business partnerships to meet the needs of business and industry; and
- improve academic performance through innovative curricula that integrate core academic competencies within the context of industry expectations.

IV. ELIGIBILITY CRITERIA FOR *Future Scholars* GRANT APPLICANTS

The *Future Scholars* grant will fund the development and expansion of supplemental mathematics and science programming in Connecticut's comprehensive public and regional vocational-technical high schools. Only applicants with existing STEM business partnerships are eligible to apply.

Future Scholars applicants must document that they meet the following criteria:

- established partnership with local business and industry to supplement STEM instruction;
- demonstrated need based on student achievement in mathematics Connecticut Mastery Test (CMT) scores in the previous year; and
- planned administrative release time/coverage for educators to participate in curriculum development and professional development.

V. AVAILABLE COMPETITIVE FUNDING

Category	Grant Duration	Maximum Number of Pilots to be Funded	Total Amount to be Awarded by June 2007
<i>Future Scholars</i>	1 year	5	\$ 125,000

Requested project amounts depend on the scope and quality of activities proposed; there is no minimum award limit and a maximum \$125,000 for each individual project. Pilot programs will be selected based upon the merit of the proposal and with the intent of awarding grants to a diverse group of participants based upon the population, geographic location and economic characteristics of the school district or school. All grant funds awarded under this RFP must be obligated by June 30, 2007. The grant must be matched by externally funded programs, including, but not limited to, documented business services, in-kind funding or actual funds.

VI. BIDDERS' CONFERENCE

A Bidders' Conference will be held on Friday, March 16, 2007, at the Capitol Region Education Center (CREC) in Hartford from 10:00 to 12:00 a.m. Questions regarding application procedures, proposal format and funding requirements will be addressed at that time. Directions can be found at: <http://www.crec.org/crec/about/directions/directions.php>. To register for the Bidders' Conference, e-mail your intent to Ann Gaulin at ann.gaulin@ct.gov.

VII. SUBMISSION DEADLINE

Proposals, **irrespective of postmark date**, must be received by **4:00 p.m. on Friday, April 13, 2007**. Facsimile (“Faxed”) or e-mailed copies of proposals/applications will not be accepted. Please submit six copies, one bearing original signatures. Only proposals with original signatures will be accepted. Extensions will not be given. Submit proposals in accordance with the requirements set forth in this Request for Proposals (RFP). All proposals submitted become the property of the Connecticut State Department of Education (CSDE) and a part of the public domain.

Mailing Information	Delivery Information
Ann R. Gaulin Grants Manager CT State Department of Education P.O. Box 2219 Hartford, CT 06145	Ann R. Gaulin Grants Manager CT State Department of Education 165 Capitol Avenue-Room 215 Hartford, CT 06106

VIII. APPLICATION REVIEW AND EVALUATION PROCESS

Proposals will be evaluated on the degree to which they have adequately addressed the required grant sections and components as described in the scoring rubric provided in Appendix P. The Commissioner of Education shall make final awards to schools representing various demographics with consideration to District Reference Group (DRG), size and geographic location.

IX. FUTURE SCHOLARS GRANT AWARDS

The CSDE reserves the right to make grant and contract awards under this program without discussion with the applicants and also reserves the right to fund more or less than the number projected in this RFP and to reject a lower cost proposal if it believes that a higher cost proposal meets the stated objectives more clearly. All awards are subject to the availability of state funds. Grants are not final until the award letter is executed.

X. DISPOSITION OF APPLICATIONS

Future Scholars applicants will be notified of the disposition of their proposal within approximately five (5) weeks of the posted submission date. The content and cost of proposals are subject to negotiation prior to final agreement.

XI. OBLIGATION OF GRANT RECIPIENTS: REPORTS AND MENTORING

Recipients of the competitive *Future Scholars* grant will be required to provide a mid-year and year-end self-evaluation report. The CSDE evaluation of *Future Scholars* grantees’ progress may include on-site reviews.

XII. PROPOSAL FORMAT AND SEQUENCE

The following format and sequence for the proposal elements is provided for applicants to follow. Additional information about the proposal elements can be found in the Future Scholars Proposal Scoring Guide (Appendix J) Please include a Table of Contents that mirrors this format and sequence, referencing the page number(s) on which the applicant's responses to the various areas and appendices are included.

Note: *This application can be accessed on the state website, www.state.ct.us/sde/, under Request for Proposals. Scroll down to the "Future Scholars" application.*

- **Cover Page:** The grant proposal must begin with the cover page and all requested information must be provided (Appendix A).
- **Abstract:** Summarize the plan, goal and objective of the grant application. Explain how it is an expansion of a current program (Appendix B).
- **Future Scholars Plan Narrative:** Describe in detail the plan to develop and implement the supplemental interdisciplinary program to target students from Grades 8–10 who have scored at the level of proficiency on the previous year's CMT in mathematics. Describe how it is designed to integrate mathematics, science and technology in conjunction with STEM business partners. Projects may address students at one, two or all three grade levels (Appendix C).
The narrative should include descriptions of the following:
 - program outcomes;
 - plan to measure program outcomes;
 - program design;
 - implementation plan;
 - innovation, engagement and interdisciplinary curriculum, including the establishment and staffing of laboratories;
 - existing and proposed partnerships; and
 - resources.
- **ED 114 Budget Form and Instructions:** Complete the ED 114 (Appendix D).
- **Budget Narrative:** Complete a corresponding budget narrative in detail.
- **Statement of Assurances:** Signature (Appendix G).
- **Affirmative Action:** Signature (Appendix H).
- **Future Scholars Grant Application Checklist:** (Appendix I).
- **Proposal Scoring Guide:** (Appendix J).
- **State Department of Education Technical Assistants:** (Appendix K).

APPENDIX A

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Division of Teaching, Learning and Assessment
Bureau of Curriculum and Instruction
Hartford, Connecticut



An Act Concerning Jobs for the Twenty-first Century

**“Future Scholars” Grant Application
RFP # 991**

GRANT PERIOD
April 15, 2007 To June 30, 2007

GRANT COVER PAGE
To Be Completed and Submitted with the Grant Application

<u>Applicant</u> (<i>Fiscal Agent</i>) (<i>Name, Address, Telephone, Fax, E-Mail</i>)	<u>Program Funding Dates</u> From April 15, 2007 to June 30, 2007
<u>Town Code</u>	<u>Requested Amount</u> \$ _____
<u>Contact Person</u> (<i>Name, Address, Telephone, Fax, E-Mail</i>)	<u>Project Title</u>

I, _____, the undersigned authorized chief administrative official, submit this proposal on behalf of the applicant agency, attest to the appropriateness and accuracy of the information contained herein, and certify that this proposal, if funded, will comply with all relevant requirements of the state and federal laws and regulations.

In addition, funds obtained through this source will be used solely to support the purpose, goals and objectives as stated herein.

Signature of Chief Administrative Official _____
Name (typed) _____ Date _____

APPENDIX B

Future Scholars Abstract

APPENDIX C

Future Scholars Plan Narrative

APPENDIX D

INSTRUCTIONS FOR ED 114 BUDGET FORM

- GRANTEE NAME:** Enter grantee name.
- TOWN CODE:** Enter three-digit local education agency code assigned by the State Department of Education.
- AUTHORIZED AMOUNT:** Enter total amount of grant request.
- BUDGET:** Enter amount of proposed expenditures on appropriate object code lines.
Note: Round all amounts to the nearest whole dollar.
- TOTAL (FEDERAL FUNDS):** Enter the total of proposed expenditures. **Note:** This figure should equal the AUTHORIZED AMOUNT.
- EQUIPMENT NOTE:** Enter funds expended for Code 700 (Note: Single items under \$1,000 should not be charged to equipment unless they are an integral part of a larger piece of equipment. Items under \$1,000 should be listed as Instructional Supplies with the exception of computers that are considered equipment regardless of cost).
- TOTAL LOCAL MATCHING:** Enter local funds used to support the activities to be funded under the grant (salaries, supplies, textbooks, equipment, etc.) If matching funds are used, provide a narrative explaining the funds.

ED114 FISCAL YEAR 2007

BUDGET FORM

FUNDING STATUS:

GRANTEE NAME:		TOWN CODE:
GRANT TITLE: Future Scholars		
PROJECT TITLE:		
CORE-CT CLASSIFICATION: FUND: 11000		SPID: _____
BUDGET REFERENCE: 2007		PROGRAM: _____
CHARTFIELD1: _____		CHARTFIELD2:
GRANT PERIOD: 4/15/07 - 6/30/07		AUTHORIZED AMOUNT: \$
CODES	DESCRIPTIONS	BUDGET AMOUNT
111A	ADMINISTRATOR/SUPERVISOR SALARIES	
111B	TEACHERS	
112A	EDUCATION AIDES	
112B	CLERICAL	
119	OTHER	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
321	TUTORS	
322	IN SERVICE	
325	PARENTAL ACTIVITIES	
330	OTHER PROFESSIONAL TECHNICAL SERVICES	
510	PUPIL TRANSPORTATION	
530	COMMUNICATION	
580	TRAVEL	
590	OTHER PURCHASED SERVICES	
611	INSTRUCTIONAL SUPPLIES	
612	ADMINISTRATIVE SUPPLIES	
641	TEXTBOOKS	
700	PROPERTY	
940	INDIRECT COSTS	
	TOTAL	
XZLM	TOTAL LOCAL MATCHING	

____ ORIGINAL REQUEST DATE _____

____ REVISED REQUEST DATE _____

STATE DEPARTMENT OF EDUCATION
PROGRAM MANAGER AUTHORIZATION

____ DATE OF
APPROVAL _____

APPENDIX E

ED 114 Budget Form Object Code Descriptions

- 111A Administrator/Supervisor Salaries
Amounts paid to administrative employees of the grantee not involved in providing direct services to pupils/clients. Include all gross salary payments for these individuals while they are on the grantee payroll including overtime salaries or salaries paid to employees of a temporary nature.
- 111B Teachers
Salaries for employees providing direct instruction/counseling to pupils/clients. This category is used for both counselors and teachers. Include all salaries for these individuals while they are on the grantee payroll including overtime salaries or salaries of temporary employees. Substitute teachers or teachers hired on a temporary basis to perform work in positions of either a temporary or permanent nature are also reported here. Tutors or individuals whose services are acquired through a contract are not included in the category. A general rule of thumb is that a person for whom the grantee is paying employee benefits and who is on the grantee payroll is included; a person who is paid a fee with no grantee obligation for benefits is not.
- 112A Education Aides
Salaries for grantee employees who assist staff in providing classroom instruction. Include all gross salaries for these individuals while they are on the grantee payroll including overtime salaries or salaries of temporary employees.
- 112B Clerical
Salaries for grantee employees performing clerical/secretarial services. Include all gross salaries for these individuals while they are on the grantee payroll including overtime salaries or salaries of temporary employees.
- 119 Other
Salaries for any other grantee employee not fitting into objects 111A, 111B, 112A or 112B. Include the gross salaries for these individuals including overtime salaries or temporary employees. Included can be janitorial personnel costs, grant activity coordinators' salaries, and food service personnel.
- 200 Personal Services - Employee Benefits
Amounts paid by the grantee on behalf of the employees whose salaries are reported in objects 111A, 111B, 112A, 112B or 119. These amounts are not included in the gross salary, but are in addition to that amount. Such payments are fringe benefit payments and, while not paid directly to employees, nevertheless is part of the cost of personal services. Included are the employer's cost of group insurance, social security contribution, retirement contribution, tuition reimbursement, unemployment compensation and workmen's compensation insurance.
- 321 Tutors (Instructional Non-Payroll Services)
Payments for services performed by qualified persons directly engaged in providing learning experiences for students. Include the services of teachers and teachers' aides who are not on the payroll of the grantee.
- 322 In-service (Instructional Program Improvement Services)
Payments for services performed by persons qualified to assist teachers and supervisors to enhance the quality of the teaching process. This category includes curriculum consultants, in-service training specialists, etc., who are not on the grantee payroll.

- 325 Parental Activities
Expenditures related to services for parenting including workshop presenters, counseling services, baby-sitting services, and overall seminar/workshop costs.
- 330 Other Professional/Technical Services
Payments for professional or technical services that are not directly related to instructional activities. Included are payments for data processing, management consultants, legal services, etc. Do not include the cost of an independent auditor in this category.
- 510 Pupil Transportation
Expenditures for transporting pupils to and from school and other activities. Included are such items as bus rentals for field trips and payments to drivers for transporting handicapped children.
- 530 Communication
Payments for services provided by persons or businesses to assist in transmitting and receiving messages or information. This category includes telephone and telegraph services as well as postage machine rental and postage.
- 580 Travel
Expenditures for transportation, meals, hotel and other expenses associated with staff travel. Per Diem payments to staff in lieu of reimbursement for subsistence (room and board) are also included.
- 590 Other Purchased Services
All other payments for services rendered by organizations or personnel not on the GRANTEE payroll not detailed in 510, 530, 560, or 580. These include: Insurance Costs (other than employee benefits) - payments for all types of insurance coverage including property, liability and fidelity, Printing and Binding - publication costs, and Advertisement - any expenditures for announcements in professional publications, newspapers or broadcasts over radio or television including personnel recruitment, legal ads, and the purchase and sale of property.
- 611 Instructional Supplies
Expenditures for consumable items purchased for instructional use.
- 612 Administrative Supplies
Expenditures for consumable items directly related to program administrative (non-instructional) activities.
- 641 Textbooks
Expenditures for textbooks, workbooks, textbook binding and repair.
- 700 Property
Expenditures for acquiring fixed assets, including land or existing buildings, improvements of grounds, initial equipment, additional equipment, and replacement of equipment. For most grants only equipment such as computers, duplicating machines, furniture, and fixtures is allowable and the line item description on the budget will read Property/Equipment only. Other items, which could be included in this category if allowable under grant legislation, are expenditures for the acquisition but not the rental of buildings and land. Although cost of materials which resulted in a new or vastly improved structure would also be included here, the expenditures for the contracted construction of buildings, for permanent structural alterations, and for the initial or additional installation of heating and ventilating systems, fire protection systems, and other service systems in existing buildings are recorded under object 400 - Purchased Property Services.

In accordance with the Connecticut State Comptroller's definition of equipment, included in this category are all items of equipment (machinery, tools, furniture, vehicles, apparatus, etc.) with a value of over \$1,000.00 and the useful life of more than one year.

940 Indirect Costs

Costs incurred by the grantee, which are not directly related to the program but are a result thereof. Beginning Fiscal Year 1998, grantees must submit indirect cost proposals to the Connecticut State Department of Education to apply for a restricted and unrestricted rate. Only grantees that have received rate approvals are eligible to claim indirect costs.

Please note however, that grantees, which receive the majority of their grant funds other than through the Connecticut State Department of Education, may use the rate approved by another federal agency.

APPENDIX F

Future Scholars Budget Narrative

CODES	DESCRIPTIONS	BUDGET NARRATIVE
111A	ADMINISTRATOR/ SUPERVISOR SALARIES	
111B	TEACHERS	
112A	EDUCATION AIDES	
112B	CLERICAL	
119	OTHER	
200	PERSONAL SERVICES- EMPLOYEE BENEFITS	
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510	PUPIL TRANSPORTATION	
530	COMMUNICATION	
580	TRAVEL	
590	OTHER PURCHASED SERVICES	
611	INSTRUCTIONAL SUPPLIES	
612	ADMINISTRATIVE SUPPLIES	
641	TEXTBOOKS	
700	PROPERTY	
940	INDIRECT COSTS	
	TOTAL	
XZLM	TOTAL LOCAL MATCHING	

APPENDIX G
Connecticut State Department of Education
Standard Statement of Assurances
Grant Programs

PROJECT TITLE: _____

THE APPLICANT: _____ HEREBY ASSURES THAT:
(Insert Agency)

- A. The applicant has the necessary legal authority to apply for and receive the proposed grant;
- B. The filing of this application has been authorized by the applicant's governing body, and the undersigned official has been duly authorized to file this application for and on behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application;
- C. The activities and services for which assistance is sought under this grant will be administered by or under the supervision and control of the applicant;
- D. The project will be operated in compliance with all applicable state and federal laws and in compliance with regulations and other policies and administrative directives of the Connecticut State Board of Education and the State Department of Education;
- E. Grant funds shall not be used to supplant funds normally budgeted by the agency;
- F. Fiscal control and accounting procedures will be used to ensure proper disbursement of all funds awarded;
- G. The applicant will submit a final project report (within 60 days of the project completion) and such other reports, as specified, to the State Department of Education, including information relating to the project records and access thereto as the State Department of Education may find necessary;
- H. The Connecticut State Department of Education reserves the exclusive right to use and grant the right to use and/or publish any part or parts of any summary, abstract, reports, publications, records and materials resulting from this project and this grant;
- I. If the project achieves the specified objectives, every reasonable effort will be made to continue the project and/or implement the results after the termination of state/federal funding;
- J. The applicant will protect and save harmless the State Board of Education from financial loss and expense, including legal fees and costs, if any, arising out of any breach of the duties, in whole or part, described in the application for the grant;
- K. At the conclusion of each grant period, the applicant will provide for an independent audit report acceptable to the grantor in accordance with Sections 7-394a and 7-396a of the Connecticut General Statutes, and the applicant shall return to the State Department of Education any monies not expended in accordance with the approved program/operation budget as determined by the audit;

L. Required Contract Language

1. For purposes of this section, "Commission" means the Commission on Human Rights and Opportunities.

For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (a) who are active in the daily affairs of the enterprise, (b) who have the power to direct the management and policies of the enterprise and (c) who are members of a minority, as such term is defined in subsection (a) of Conn. Gen. Stat. Section 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

For purposes of this section, "sexual orientation" means having a preference for heterosexuality, homosexuality or bisexuality, having a history of such preference or being identified with such preference, but excludes any behavior which constitutes a violation of part VI of chapter 952 of the general statutes.

2. (a) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. If the contract is for a public works project, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such project. The contractor further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (b) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (c) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission, advising the labor union or worker's representative of the contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (d) the contractor agrees to comply with each provision of this section and Conn. Gen. Stat. Sections 4a-62, 32-9e, 46a-56 and 46a-68b to 46a-68k, inclusive, and with each regulation or relevant order issued by said commission pursuant to said sections; (e) the contractor agrees to provide the commission on human rights and opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56.
3. Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: The contractor's employment and subcontracting policies, patterns and

practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

4. The contractor shall develop and maintain adequate documentation, in a manner prescribed by the commission, of its good faith efforts.
5. The contractor shall include the provisions of subsection (2) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with this section and Connecticut General Statutes Sections 4a-62, 32-9e, 46a-56 and 46a-68b to 46a-68k, inclusive; provided if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.
6. The contractor agrees to comply with the regulations referred to in this section as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.
7. (a) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any matter prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (b) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (c) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to sections 46a-56 of the general statutes; (d) the contractor agrees to provide the commission on human rights and opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-56 of the general statutes.
8. The contractor shall include the provisions of subsection (7) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56 of the general statutes; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

M. The grant award is subject to approval of the State Department of Education and availability of state or federal funds.

N. The applicant agrees and warrants that Sections 4-190 to 4-197, inclusive, of the Connecticut General Statutes concerning the Personal Data Act and Sections 10-4-8 to 10-4-10, inclusive, of the Regulations of Connecticut State Agencies promulgated there under are hereby incorporated by reference.

I, the undersigned authorized official; hereby certify that these assurances shall be fully implemented.

Signature: _____

Name (typed): _____

Title (typed): _____

Date: _____

APPENDIX H

AFFIRMATIVE ACTION PLAN

IF A CURRENT AFFIRMATIVE ACTION PLAN IS ON FILE WITH THE STATE DEPARTMENT OF EDUCATION, COMPLETE THE STATEMENT WRITTEN BELOW AND SUBMIT AS PART OF THE PROPOSAL.

IF A CURRENT AFFIRMATIVE ACTION PLAN IS NOT ON FILE, COMPLETE THE AFFIRMATIVE ACTION PACKET AND SUBMIT AS PART OF THE PROPOSAL.

CERTIFICATION THAT A CURRENT
AFFIRMATIVE ACTION PLAN IS ON FILE

I, the undersigned authorized official; hereby certify that the current affirmative action plan of the applying organization/agency is on file with the Connecticut State Department of Education. The Affirmative Action Plan is, by reference, part of this application.

Signature of Authorized Official

Date

Print Name of Authorized Official

APPENDIX I

Future Scholars Applicant Checklist

District/School: _____

After completing the grant application, fill out and submit the checklist to ensure that all necessary information has been provided.

Place a check where information has been completed:

- All pages are sequentially numbered
- A Table of Contents is included with page numbers of contents
- The Grant Application Cover sheet is completed and signed
- Grant Abstract
- Grant Narrative
- ED114 Budget Form
- Budget Narrative

The following forms are completed and signed by the Superintendent:

- Statement of Assurances (original signature)
- Affirmative Action Statement

Appendix J: Future Scholars Proposal Scoring Guide

District/School: _____ Amount Requested: _____ Reviewer: _____

Required Elements	Included & Complete	Not Included
Cover Page		
Checklist		
Table of Contents		
Abstract		
Statement of Assurances		
Affirmative Action		

General Scoring Guide	
Excellent 3 points	All required information for section is clearly and fully articulated and contributes to the potential success of the proposed activities.
Average 2 points	Required information is provided (small omissions/inaccuracies may exist) and contributes to the potential success of the proposed activities, but some information may lack clarity.
Poor 1 point	Required information is missing or vaguely described and does not indicate a clear potential for success.

Proposal Elements	Excellent	Average	Poor	Total Points	Comments
Program Outcomes Description of district needs in the areas of STEM education and achievement and measurable outcomes that correlate to the identified district needs. Outcomes should be related to the program implementation, student achievement and efficacy.	3	2	1		
Plan to Measure Program Outcomes Description of evaluation instruments and how they will be used to measure the program outcomes and a timeline for completion.	3	2	1		
Program Design Description of the supplemental program and how it will be developed or expanded. Includes a description of the content and links to the Connecticut mathematics, science and technology frameworks.	3	2	1		

Proposal Elements (Cont.)	Excellent	Average	Poor	Total Points	Comments
Implementation Plan Description of program including meeting times, location, number of students involved, learning activities, links to the math and science standards and organization of the project planning team. Description of how the program will be implemented, roles and responsibilities of teachers, administrators and business partners and their qualifications.	3	2	1		
Innovation, Engagement and Interdisciplinary Curriculum, including the establishment and staffing of laboratories Description of how the supplemental program is innovative, how it promotes student engagement and the degree to which it supports the interdisciplinary connections of STEM content.	3	2	1		
Evidence of Commitment by Businesses Description of the existing relationship with local or state-wide mathematics, science or technology intensive businesses and how the partnerships will be expanded to meet the target population with supplemental programming.	3	2	1		
Resources Description of the project personnel, administrative support, materials, equipment and supplies needed and explains the breakdown of the appropriations from grant or in-kind funding or services.	3	2	1		
ED 114 and Budget Narrative Completed ED114 contains a balance between professional development, staffing and equipment. Specific description of expenditures by line and a reference to the page where the expenditure is described in the narrative. Fees for consultants do not exceed \$650 per day.	3	2	1		
Total Points (max 24)					Recommended for Funding? Y N

APPENDIX K

Technical Assistance

Future Scholars Program Area Specialists

<p>Technology Education Gregory Kane Tel: (860) 713-6756 gregory.kane@ct.gov</p>	<p>Science Education Mary Anne Butler Tel: (860) 713-6737 maryanne.butler@ct.gov</p>	<p>Mathematics Education Marlene M. Lovanio Tel: (860) 713-6786 marlene.lovanio@ct.gov</p>
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