

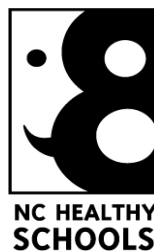
Abstinence Education Supplemental Grant

Request for Funding

Critical Dates for Projects:

December 31, 2004: Applications due to the Healthy Schools Initiative at the Department of Public Instruction by 5:00 PM.

Sarah Langer, Evaluation and Abstinence Consultant
NC Department of Public Instruction
Healthy Schools
6349 Mail Service Center
Raleigh, NC 27699-6349



Applications are due by 5:00 PM on Friday, December 31, 2004.

Background

In 1996, North Carolina began receiving federal funds to enhance abstinence education in public schools. Funds were awarded to LEAs and eligible Charter schools which serve at least one grade seven through twelve, through an allotment process. LEAs have the option to accept or decline these funds. Declined funds, and funds remaining unspent at the end of the fiscal year, have historically been added to the allotment for the next fiscal year. However, this is not the most effective or efficient use of funds. Beginning in 2005, unaccepted funds from 2004-2005 and funds reverted from 2003-2004 will not be added to the next year's planning allotment. Instead, these funds will be made available on an as-needed basis. LEAs that need additional funds to implement their abstinence education program as well as LEAs with high need for additional programs, should apply.

Purpose

The 2005 Abstinence Education Supplemental Grant funding will enable LEAs to apply for additional abstinence education program funds for prevention programs with a focus on abstinence. These programs should be designed with scientific theory and promote abstinence or change the behaviors of students that are currently sexually active. The sole purchase of videos or the services of a guest speaker will not be considered on their own for supplemental funds. However, these may be requested in the context of a more inclusive abstinence program. To the greatest extent, these programs should be implemented with fidelity. Some programs to consider, but are not limited to are:

- **After School Abstinence Programs**
- **Youth Development Programs, with a focus on Abstinence**
- **Parent Communication Programs**
- **Professional Development**

Who May Apply

LEAS and Charter schools that accept their federal abstinence until marriage allotment. Only **one** application per school system may be submitted.

Funding and Duration

There is no maximum amount that will be awarded. Through a competitive application process, grants will be awarded based on need, objectives and program plan; and the amount of funding available. Funding will be awarded based on the amount it will cost to operate the program. Grants will be funded for the period of February 1, 2005 – December 31, 2005. There is no liquidation period for these funds. The number of grants funded will be contingent upon reverted funds from 2003-2004 and unaccepted funds from 2004-2005.

Funding of approved projects will be provided through an agreement between the NC Department of Public Instruction and the LEA. Once awarded, your funding amount will need to be amended into BUD or FPD 208 form, if a Charter school.

Use of Funding

The list below is not intended to be prescriptive of activities to be included nor is it an exhaustive list of all the possibilities.

Allowable Use of Funds

- Train-the-trainer workshops
- Travel reimbursement for project-related activities
- Consultant or trainer fees (not to be used to hire staff)
- Substitute teachers
- Printing and photocopying
- Education materials and supplies
- Awards and small incentives that are consistent with the message of the activity being implemented. Costs must be reasonable in comparison to the grant request.

Note: Equipment such as TVs, VCRs, Computers and LCD projectors are not allowable expenses.

Support Provided by Healthy Schools

Between February 1, 2005 and December 31, 2005, the Evaluation and Abstinence Consultant will provide technical assistance to the LEAs funded with **Abstinence Education Supplemental Grant** funds, as requested. The Consultant may make a site visit during the implementation of the program to fulfill federal grant activities. Following a site visit, the LEA contact will receive a letter providing an overview of the site visit and any technical assistance given.

Application Review and Grant Award Process

All applications that meet the deadline for submission will be screened for completeness and conformity to the requirements of this announcement. Applications meeting the screening requirements will be reviewed, competitively, and scored against the criteria outlined in Attachment 3. A panel composed of DPI, DHHS and other state experts in abstinence and school health will convene to determine the technical merit of each grant application and provide a numerical score. Funds will be awarded to projects in ranked order based on the highest numerical scores and amount of funding available. If the committee determines the project can be implemented for a lesser amount, the project will be funded at that level. Applicants may be requested to modify the proposals/budgets after the review.

Record Keeping and Reporting Requirements

Teams will be required to submit a Duplicated and Unduplicated Count form for the program. These are the same forms used for the abstinence until marriage program implemented through the allotment. Students participating in the additional program should not be counted twice in the original allotment counts. Instead, complete separate count forms for the additional program.

How to Apply for the Abstinence Education Supplemental Grant

1. The following must be completed and submitted as part of the application. Please submit the forms in the order listed with any necessary attachments. Only the grant application will be evaluated.

_____ **Cover Sheet** - Attachment 1

_____ **Technical Proposal** - the items to be included in the Technical Proposal are outlined in Attachment 2. Address all items **except** the Action Plan.

- Length Limitation - the maximum acceptable proposal length is **four (4) single-sided 8½" x 11" pages**. Conciseness is appreciated. If you can write what you need to say in fewer pages, please do so.
- Page Format - top, bottom, left and right margins must be 1 inch. Use a 12-point font that does not exceed 6 lines per inch. Pages must be double-spaced and clearly numbered.

_____ **Action Plan Template** - Attachment 4. Use a separate page for each objective. Make additional copies as needed.

2. Submit an **original** and **four copies**. Please reproduce copies on white paper. E-mail or faxed applications will **NOT** be accepted.
3. Mail applications to:

**Sarah Langer, Abstinence and Evaluation Consultant
Healthy Schools
6349 Mail Service Center
Raleigh, NC 27699-6349**

Or physical address:

**Sarah Langer, Abstinence and Evaluation Consultant
Healthy Schools
301 N. Wilmington Street
Raleigh, NC 27601-2825**

4. All questions regarding this application should be referred to Sarah Langer at (919) 807.3867 or slanger@dpi.state.nc.us

Application for 2005 Abstinence Education Supplemental Funding

Identifying Information

School or School System (LEA): _____

Contact Person: _____

Complete Mailing Address: _____

Telephone (including area code): _____ Fax (including area code): _____

E-mail Address: _____

Total Funding Request:

Basic Programmatic Needs \$ _____

Additional Abstinence Education Program \$ _____

Program Summary:

E-mail a brief (3-4 paragraphs) summary of your proposed project to slanger@dpi.state.nc.us by 5:00 pm on December 31, 2004. Programs that do not submit this summary will not be eligible for application review.

Technical Proposal Guidelines

Brief Project Summary

- This is a brief (two to three paragraphs) outline of the program.
- Be sure to include all the key points necessary to communicate the objectives of the program.

Problem Statement

- Develop a clear, concise, well-supported statement of the problem.
- Include any available data that illustrates the situation to be addressed and the target school(s).
- Include a description of the target population to be served

Project Goals and Objectives

- List the overall goal for the program. Note: goals are general and provide a broad understanding of your plan. They may not be immediately measurable.
- Develop objectives with specific, measurable outcomes. These should be realistic and attainable. Objectives should be written as intended outcomes for the target group. That is, what will the target group know or be able to do as a result of your efforts and by when?
- List an evaluation measure for each objective. How will you know when the objective is achieved?

Action Plan Template

The program design outlines steps or strategies that will be accomplished with the available resources to meet the program goals.

- Describe in detail all activities that will take place.
- Include details on roles and responsibilities; resources; and a timeline for each step or strategy.
- Make sure the activities are realistic and cost effective.
- **Use Attachment in order to outline the details of the program design. Use a separate page for each objective. Make additional copies as needed. The Action Plan Template MUST be typed.**

Project Budget-

- A detailed itemized budget is required with supporting narrative and justification for each budget category.
- The budget must provide detailed summaries, which clearly itemize the costs associated with the respective line item. For example, if "travel" is included in the budget, break it down into number of trips, mileage, per diem, lodging, and the like.
- The budget should demonstrate consistency with project activities.
- Justify the budget into the following categories:
 - Administrative
 - Operating
 - Contract
- Identify any in-kind contributions

Appendices

- You may include additional relevant supporting materials.

Criteria for 2005 Abstinence Education Supplemental Grant Applications

Problem Statement

20 Points

Is there satisfactory justification for the proposed program? Is the target population clearly stated?

Project Goals and Objectives

20 Points

Are the objectives specific, measurable and realistic? Do the objectives measure outcomes? Is there an evaluation measure for each objective?

Project Design

40 Points

Are the steps or strategies realistic? Will they help achieve the stated objective? Are there adequate resources to carry out the steps or strategies? Is the timeline for the project clearly stated? Is it realistic and practical? Does it span the entire time period of the project?

Budget

20 Points

Is a completed budget included? Is it reasonable and realistic? Is it consistent with the objectives and does it support one to three of the recommended strategies? Are costs reasonable?

2004 ABSTINENCE EDUCATION SUPPLEMENTAL GRANT ACTION PLAN

____ (Use one page for each objective)

LEA OR CHARTER SCHOOL NAME:

GOAL:

OBJECTIVE:

EVALUATION:

Steps or Strategies	Person Responsible	Resources	Timeline

