



**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Madison County School District	2 PROJECT NUMBER 400-1100B-0CR01
3 PROJECT/PROGRAM TITLE Title V, Part B Subpart 2: Rural & Low-Income Schools Program (RLIS) <p align="right">TAPS 20A007</p>	4 AUTHORITY 84.358B Title V Part B, Rural Education USDE or Appropriate Agency FAIN#: S358B190009
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2019 - 06/30/2020 Program Period:07/01/2019 - 06/30/2020
7 AUTHORIZED FUNDING Current Approved Budget: \$51,224.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$51,224.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>06/30/2020</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2020</u> • Last date for receipt of proposed budget and program amendments: <u>05/31/2020</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: • Federal Award Date : <u>07/01/2019</u> 	
10 DOE CONTACTS Program: Alvita Howard Phone: (850) 245-9442 Email: Alvita.Howard@fldoe.org Grants Management: Unit A (850) 245-0496	Comptroller Office Phone: (850) 245-0401 Duns#: 175079268 FEIN#: F596000721004
11 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference. • For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project. • All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the project award notification. 	
12 APPROVED: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div data-bbox="154 1638 771 1795" style="width: 45%;"> <p align="center">  Authorized Official on behalf of Richard Corcoran Commissioner of Education </p> </div> <div data-bbox="876 1617 1096 1753" style="width: 20%; text-align: center;"> <p>12/2/19 Date of Signing</p> </div> <div data-bbox="1185 1606 1526 1711" style="width: 30%; text-align: right;">  <p>FLORIDA DEPARTMENT OF EDUCATION fldoe.org</p> </div> </div>	

INSTRUCTIONS
PROJECT AWARD NOTIFICATION

- 1 Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2 Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3 Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4 Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5 Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6 Project Periods: The periods for which the project budget and program are in effect.
- 7 Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8 Reimbursement Options:
 - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
 - Advance Payment – Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
 - Quarterly Advance to Public Entity – For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
 - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9 Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10 DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11 Terms and Special Conditions: Listed items apply to this project. (Additional space provided on Page 2 of 2 if needed.)
- 12 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

**FLORIDA DEPARTMENT OF EDUCATION
PROJECT APPLICATION**

RECEIVED

Please return to: Florida Department of Education Office of Grants Management Room 332, Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	A) Program Name: Title V, Part B, Subpart 2: Rural & Low Income Schools Program 2019-2020 ✓ TAPS NUMBER: 20A007 ✓	DOE USE ONLY Date Received: 2019 JUN 20 AM 10:35 OFFICE OF GRANTS MANAGEMENT <hr/> Project Number (DOE Assigned) ✓ 400-1100B-0CR01
B) Name and Address of Eligible Applicant: Madison County School Board ✓ 210 NE Duval Madison, 32331		
C) Total Funds Requested: \$0.00	D) Applicant Contact & Business Information	
DOE USE ONLY Total Approved Project: \$ 5,224.00	Contact Name: Lisa Roderick Fiscal Contact Name: Andrew Barnes	Telephone Numbers: 850-973-1565 FAX: 850-973-5904
	Mailing Address: 210 NE Duval Ave Madison, 32340	E-mail Addresses: lisa.roderick@mcsbfl.us
	Physical/Facility Address: 210 NE Duval Ave Madison, 32340	DUNS number: 175079268 FEIN number: F596000721004
<p align="center">CERTIFICATION</p>		
<p>I, <u>Shirley Joseph</u>, as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the <u>RFA or RFP</u> and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.</p>		
<p>Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.</p>		
<p>E) <u>Shirley Joseph</u> Signature of Agency Head</p>		

DOE 100A
Revised March 2015



Richard Corcoran, Commissioner

**FLORIDA DEPARTMENT OF EDUCATION
BUDGET DESCRIPTION FORM -
Title V, Part B, Subpart 2: Rural & Low Income Schools Program 2019-
2020**

A) NAME OF ELIGIBLE RECIPIENT: **Madison County District School Board**

B) Project Number: (DOE USE ONLY): **400-1100B-0CR01**

E) TAPS
Number
20A007

Count	Activity	Function	Object	Description	FTE	Amount
1	Educational Achievement - supplemental graduation support and monitoring;	5100	359	Technology-Related Repairs and Maintenance - Printer cartridges and maintenance for printer that copies the graduation maps each year (and if lost by a student).	0.000	\$250.10
2	Educational Achievement - supplemental graduation support and monitoring;	5100	644	Computer Hardware Non-Capitalized - Laptop computers as necessary for students to work on credit recovery (APEX) software. Though there were laptops in last year's grant we did not have as large of a population in need of credit recovery. This enlargement in students who need credit recovery means we need more laptops to accommodate these students and to graduate them on time.	0.000	\$5,366.64
3	Educational Achievement - supplemental graduation support and monitoring;	6120	160	Other Support Personnel - Graduation auditor 1/2 time (the other 1/2 is funded through general fund as this person also works on safety). The graduation auditor will analyze student data; conduct student conversations; provide graduation maps, and connect student with support services as identified in application.	0.500	\$29,961.00
4	Educational Achievement - supplemental graduation support and monitoring;	6120	210	Retirement - Retirement calculated at 7.92%	0.000	\$1,940.40
5	Educational Achievement - supplemental graduation support and monitoring;	6120	220	Social Security - Social security calculated at 6.2%	0.000	\$1,519.00
6	Educational Achievement - supplemental graduation support and monitoring;	6120	221	Medicare - Medicare calculated at 1.45%	0.000	\$355.25
7	Educational Achievement - supplemental graduation support and monitoring;	6120	230	Group Insurance - Group insurance calculated as half of the 4200/year	0.000	\$2,100.00
8	Educational Achievement -	6120	240	Workers Compensation - Worker's Compensation calculated at 1.26%	0.000	\$308.70

	supplemental graduation support and monitoring;					
9	Educational Achievement - supplemental graduation support and monitoring;	7200	160	Other Support Personnel - Grant writer and monitor to ensure the project remains in compliance.	0.090	\$5,000.00
10	Educational Achievement - supplemental graduation support and monitoring;	7200	210	Retirement - Retirement for general administrator calculated at 7.92%	0.000	\$396.00
11	Educational Achievement - supplemental graduation support and monitoring;	7200	220	Social Security - Social Security calculated at 6.2%	0.000	\$310.00
12	Educational Achievement - supplemental graduation support and monitoring;	7200	221	Medicare - Medicare calculated at 1.45%	0.000	\$72.50
13	Educational Achievement - supplemental graduation support and monitoring;	7200	230	Group Insurance - Group insurance calculated at 9%	0.000	\$378.00
14	Educational Achievement - supplemental graduation support and monitoring;	7200	240	Workers Compensation - Workers compensation calculated at 1.26%	0.000	\$138.61
15		7200	790	Miscellaneous Expenses - Indirect Costs PLAN B 7.32&	0.000	\$3,127.80
C) TOTAL					0.590	\$51,224.00

DOE 101



Richard Corcoran, Commissioner



0 • C

**INDIRECT
COSTS
PLAN B**

51,224.00 +
Cost 5,366.64 -
Object 45,857.36 +

45,857.36 ÷
 7.32% 1.0732 ÷

45,857.36 × 1.0732 =
 49,227.80 +
Max 3,127.80 +

Line Item 7200792

3,127.80 -
Current 3,203.41 +
 75.61 +

Line Item 7200240

Worker's Comp 75.61 +
 63.00 +
 138.61 +

Madison County District School Board

Title V, Part B, Subpart 2: Rural & Low Income Schools Program: 2019-2020

General Assurances

The Florida Department of Education (FDOE) has developed and implemented a document entitled, "**General Terms, Assurances, and Conditions for Participation in Federal and State Programs**," to comply with:

- 2 C.F.R. 200, Uniform Grant Guidance (UGG) requiring agencies to submit a common assurance for participation in federal programs funded by the United States Education Department (USED);
- Applicable regulations of other Federal agencies; and State regulations and laws pertaining to the expenditure of state funds.

In order to receive funding, **applicants must have on file with the Florida Department of Education, Office of the Comptroller, a signed statement by the agency head certifying applicant adherence to these General Assurances for Participation in State and Federal Programs.** The complete text may be found in Section D of the Green Book.

School Districts, Community Colleges, Universities, and State Agencies

The certification of adherence, currently on file with the FDOE Comptroller's Office, shall remain in effect indefinitely. The certification does not need to be resubmitted with this application unless a change occurs in federal or state law, or there are other changes in circumstances affecting a term, assurance or condition.

Note: The UGG combines and codifies the requirements of eight Office of Management and Budget (OMB) Circulars: A-89, A-102 (former 34 CFR part 80), A-110 (former 34 CFR part 74), A-21, A-87, A-122, A-133, A-50. For the FDOE this means that the requirements in EDGAR Parts 74 and 80 have also been subsumed under the UGG. The final rule implementing the UGG was published in the Federal Register on December 19, 2014, and became effective for new and continuation awards issued on or after December 26, 2014.

Technical assistance documents and other materials related to the UGG, including frequently asked questions and webinar recordings, are available at The Chief Financial Officers Council web site: <https://cfo.gov/cofar>.

Risk Analysis

Every agency must complete a Risk Analysis form. The appropriate DOE 610 or DOE 620 form will be required prior to a project award being issued.

School Districts, State Colleges, and State Universities, and State Agencies must use the DOE 610 form. Once submitted and approved, the risk analysis will remain in effect unless changes are required by changes in federal or state law, changes in the circumstances affecting the financial and administrative capabilities of the agency or requested by the Department. A change in the agency head or the agency's head of financial management requires an amendment to the form. The DOE 610 form may be found at: <http://www.fldoe.org/core/fileparse.php/5625/urlt/doe610.xls>.

By selecting this checkbox, I hereby certify the District School Board will comply with ALL of the preceding requirements.

Program Specific Assurances

Applicants must provide signed assurances to the following program specific assurances:

1. Program objectives and outcomes for activities under this subpart, including how the State educational agency or specially qualified agency will use funds to help all students meet the challenging State academic standards.
2. If the State educational agency will competitively award grants to eligible local educational agencies, as described in section 5221 (b)(3)(A), the application under the section shall include:
 - A. The methods and criteria the State educational agency will use to review applications and award funds to local educational agencies on a competitive basis.
 - B. How the State educational agency will notify eligible local educational agencies of the grant competition.
3. A description of how the State agency will provide technical assistance to eligible local educational agencies to help such agencies implement the activities described in section 5222.

Funding Method

Federal Cash Advance (Public Entities only as authorized by the FDOE)

Federal cash advances will be made by state warrant or electronic funds transfer (EFT) to a recipient or subrecipient for disbursements. For federally-funded programs, requests for federal cash advance must be made through FDOE's Florida Grants System (FLAGS). Supporting documentation for expenditures should be kept on file at the program. Examples of such documentation include, but are not limited to, payroll records, contracts, invoices with check numbers verifying payment and/or bank statements - all or any of these items must be available upon request.

Fiscal Records Requirements and Documentation

Applicants must complete a Budget Narrative form, DOE101. Budget pages must be completed to provide sufficient information to enable FDOE reviewers to understand the nature and reason for the line item cost.

All funded projects and any amendments are subject to the procedures outlined in the Project Application and Amendment Procedures for Federal and State Programs (Green Book) and the General Assurances for Participation in Federal and State Programs, which may be accessed online at <http://www.fldoe.org/grants/greenbook/>.

All accounts, records, and other supporting documentation pertaining to all costs incurred shall be maintained by the recipient for five years. Supporting documentation for expenditures is required for all funding methods. Examples of such documentation include but are not limited to: invoices with check numbers verifying payment, and/or bank statements; time and effort logs for staff, salary/benefits schedules for staff. All or any documentation must be available upon request.

Budgeted items must correlate with the narrative portion of the project application that describes the specific activities, tasks, and deliverables to be implemented.

All project recipients must submit a completed DOE 399 form, Final Project Disbursement Report, by the date specified on the DOE 200 form, Project Award Notification.

Allowable Expenses:

Program funds must be used solely for activities that directly support the accomplishment of the program purpose, priorities and expected outcomes during the program period. All expenditures must be consistent with the approved application, as well as applicable state and federal laws, regulations and guidance. Allowable expenditures may include costs associated with employing appropriate staff for administering the project, office materials and supplies and other relevant costs associated with the administration of the project, including meeting room rentals, consultant fees, printing, etc.

Unallowable Expenses

Below is a list of items or services that are generally not allowed or authorized as expenditures. This is not an all-inclusive list of unallowable items. Subrecipients are expected to consult the FDOE program office with questions regarding allowable costs.

- Pre-award costs
- Entertainment (e.g., a field trip without the approved academic support will be considered entertainment)
- Meals, refreshments or snacks
- End-of-year celebrations, parties or socials
- Game systems and game cartridges (e.g., Wii, Nintendo, PlayStation)
- Out-of-state travel without FDOE pre-approval
- Overnight field trips (e.g. retreats, lock-ins)
- Incentives (e.g., plaques, trophies, stickers, t-shirts, give-a-ways)
- Gift cards
- Decorations
- Advertisement
- Promotional or marketing items (e.g., flags, banners)
- Purchase of facilities or vehicles (e.g., buildings, buses, vans, cars)
- Land acquisition
- Furniture
- Kitchen appliances (e.g., refrigerators, microwaves, stoves, tabletop burners)
- Tuition
- Capital improvements and permanent renovations (e.g., playgrounds, buildings, fences, wiring)
- Dues to organizations, federations or societies for personal benefit
- Clothing or uniforms
- Costs for items or services already covered by indirect costs allocation

- Costs not allowable for federal programs per the USDE General Administration Regulations (EDGAR), which may be found at <https://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html> and the Reference Guide for State Expenditures, which may be found at https://www.myfloridacfo.com/aadir/reference_guide/.

Equipment Purchases

Any equipment purchased under this program must follow the Uniform Grants Guidance (UGG) found at http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl or the Reference Guide for State Expenditures, https://www.myfloridacfo.com/aadir/reference_guide/.

Any equipment purchases not listed on the original budget approved by the Florida Department of Education require an amendment submission and approval prior to purchase by the agency awarded the funding.

Further guidance and instruction on property records, inventory and disposition requirements for the property are outlined in the Green Book, <http://www.fldoe.org/grants/greenbook/>.

Administrative Costs including Indirect Costs:

School Districts

The Florida Department of Education has been given the authority by the U.S. Department of Education to negotiate indirect cost proposals and to approve indirect cost rates for school districts. School districts are not required to develop an indirect cost proposal, but if they fail to do so, they will not be allowed to recover any indirect costs. Amounts from zero to the maximum negotiated rate may be approved by the Florida Department of Education's Comptroller. **Indirect costs shall only apply to federal programs.** Additional information and forms are available at <http://www.fldoe.org/finance/comptroller/>.

State Agencies, Public Universities, and State Colleges

The Florida Department of Education will allow other state agencies, state universities and state colleges to charge an indirect cost (administrative and/or overhead) up to 8 percent or the recipient's rate approved by the appropriate cognizant agency, whichever is lower. This rate may be charged on the total direct costs disbursed less the amounts of subcontracts in excess of \$25,000 and for items of equipment, alterations, renovations and flow-through funds ("pass-through" to another entity) on programs issued by the department. This rate is intended to be all-inclusive of typical administrative and overhead costs, including but not limited to the rental of office space, costs for bookkeeping and accounting services, and utilities. In the alternative, the department will approve an indirect cost rate of 8 percent plus the direct charges for typical administrative and overhead costs, such as office space rental when such costs can be directly and appropriately allocated to the program. **Indirect costs shall only apply to federal programs.**

Chapter 1010.06 F.S. Indirect cost limitation.—State funds appropriated by the Legislature to the Division of Public Schools within the Department of Education may not be used to pay indirect costs to a university, Florida College System institution, school district, or any other entity.

Executive Order 11-116

The employment of unauthorized aliens by any contractor is considered a violation of section 274A(e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract. In addition, pursuant to Executive Order 11-116, for all contracts providing goods or services to the state in excess of nominal value; (a) the Contractor will utilize the E-verify system established by the U.S. Department of Homeland Security to verify the employment eligibility of all new employees hired by the contractor during the Contract term, (b) require that Contractors include in such subcontracts the requirement that subcontractors performing work or providing services pursuant to the state contract utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. Executive Order 11-116 may be viewed at <http://www.flgov.com/wp-content/uploads/orders/2011/11-116-suspend.pdf>.

For Federal Programs - General Education Provisions Act (GEPA)

Applicants must provide a concise description of the process to ensure equitable access to, and participation of students, teachers, and other program beneficiaries with special needs. For details, refer to <http://www2.ed.gov/fund/grant/apply/appforms/gepa427.pdf>. By selecting this checkbox, I hereby certify the District School Board will comply with ALL of the preceding requirements.

Activities

Activity: supplemental graduation support and monitoring

Strategies Selected:	<ul style="list-style-type: none"> • Title I, Part A - Improving Basic Programs;
Identify Needs:	<p>Too many MCSD students are failing to graduate within 4 years or are not grading with a standard high school diploma. As FDOE has recently noted, Florida's second largest retention is at 12th grade. The goal of this activity is to first, ensure that students close to graduation are able to graduate, and second to establish a system of identifying students who are under-credited or at risk of not being able to graduate on time. By recruiting and retaining high quality educators, the district will be able to raise graduation rates. Also, by providing a certified guidance counselor at both the Central school and high school, students will have access to wrap around mental health services to help them overcome those obstacles.</p>
Data:	<p>In 2018-2019 MCSD graduated 81.3% of students within 4 years (compared to 86.1% at the state level). However, MCSD is not satisfied with this statistic. The data, which is the most recent available, show that 12.3% of students who should graduate are still enrolled. These students do not have sufficient credits to graduate. In addition, 2.7% drop out. Neither of these situations is acceptable. Another 2.7% graduated with special diplomas which is no longer an option under Florida law. In reviewing the statistics for MCSD over the past 5 years, the graduation rate varies greatly year by year. The district will conduct an analyses of these figures to determine whether the variability is due to the small population size (less than 150) or due to other errors. Madison County is extremely rural with no public transportation and limited options for students who cannot regularly attend or access school campuses.</p>
Goals:	<ul style="list-style-type: none"> • High School Graduation Rate;
Strategy Implementation:	<p>Identify Strategy:</p> <p>In order to raise MCDS's graduation rate, it will undertake a series of activities. First it will analyze data on student credit accrual and will identify students for targeted counseling and services, including the provision of computer equipment for students otherwise unable to access campuses. There are two public libraries 1 in Madison that closes at 5:30 and 1 in Lee that closes at 12:30. The adult education center has a morning and an evening program. The district is hopeful to expand to Saturdays as well (but that hasn't been confirmed at this point). This limited access severely restricts students' options, especially for student with complex lives who are struggling. Second, it will use the graduation maps designed in 17-18 and implement them for the upcoming year with all grades. This allows parents and students to have an informational and visual of the steps necessary for graduation (the map has both the 18 option and the 24 credit option). The map has links to available services that can help them get to graduation. Third, it will analyze trends in the data, including data collected by the 5Essential survey, to identify key areas of difficulty where students fall behind and identify areas for improvement. These data will become part of a strategic planning process that underlines curriculum and instruction and student support.</p>

Frequency and Duration:

MCSD will continue to staff one person whose job it will be to take on the task. This individual will work on this project 1/2 time, everyday, for the entire school year. Task 1: Data analysis-this will begin with currently enrolled 12th grade students and those who have dropped out within the past 12 months. Those students' records will be reviewed to determine what credits are necessary for graduation, and what series are necessary to ensure that students can access coursework and recover credits where necessary. Where students are pregnant/parenting, employed or otherwise unable to access coursework on school campuses the adult education program will be discussed as an option. Additionally, the grant will pay less than 12% of the grant writer's salary to oversee the graduation monitor, and to ensure compliance with the overall Title IV grant. The grant writer will also offer technical assistance to the graduation auditor and meet with this person weekly.

Target Schools and Populations:

All high school students attend a single school, Madison County High School. Therefore this school is the recipient of services. Currently, the enrollment is (estimated) as follows 9th-130 10th-132 11th-138 12th-127. It is estimated that 10-15% of students will be found off track in each grade level. However, should MCSD's analysis show that issues that contribute to students not graduating in four years originates earlier, it will determine how best to address these issues in earlier grades.

Evidence-based Research:

According to Hanover Research (2014), the first step in improving high school graduation rates is identifying students at greatest risk of dropping out. The district has developed an Early Warning System, that identifies these students. Once they are identified, they must be provided with targeted interventions, MCSD's strategy is to use the provision of graduation focused information to create relationships, and as the core of conversations with students about relevance. Among the supports that MCSD anticipates providing to under-credited or at-risk students are those recommended by Hanover: mentoring/tutoring; alternative schooling; and after school opportunities. <http://gssaweb.org/wp-content/uploads/2014/04/BestPracticesinraisinghighschoolgraduationrates.1pdf>

Monitoring:	The graduation auditor will be responsible for preparing a monthly report (verbal or written), provided to district leadership, listing the students that have been reviewed, their issue(s), and the supports provided. District staff will check to ensure that the number of students who appear on the list is at least 15% of each grade level. The monitoring of the graduation monitor will be as stated, monthly and done by the district leadership (grant writer).
Anticipated Outcomes:	As a result of this strategy, 10% of student who were on the EWS for 2018-2019 will not be listed on the EWS for 2019-2020. Additionally, 10% more students will matriculated successfully from 9th to 10th grade at the beginning of the 20-21 school year.
Evaluation/Evaluation of Previous Year:	This strategy is going into its third year, the district has compared the numbers and percentages of students who graduate on time between 16-17 and 18-19 the number had an increase of 1.2% overall.

Related Budget Items					
Function Code	Object Code	Object Title	Description	FTE	Amount
5100	359	Technology-Related Repairs and Maintenance	Printer cartridges and maintenance for printer that copies the graduation maps each year (and if lost by a student).	0.000	250.00
5100	644	Computer Hardware Non-Capitalized	Laptop computers as necessary for students to work on credit recovery (APEX) software. Though there were laptops in last year's grant we did not have as large of a population in need of credit recovery. This enlargement in students who need credit recovery means we need more laptops to accommodate these students and to graduate them on time.	0.000	5366.64
6120	160	Other Support Personnel	Graduation auditor 1/2 time (the other 1/2 is funded through general fund as this person also works on safety). The graduation auditor will analyze student data; conduct student conversations; provide graduation maps, and connect student with support services as identified in application.	0.500	29961.00
6120	210	Retirement	Retirement calculated at 7.92%	0.000	1940.40
6120	220	Social Security	Social security calculated at 6.2%	0.000	1519.00
6120	221	Medicare	Medicare calculated at 1.45%	0.000	355.25
6120	230	Group Insurance	Group insurance calculated as half of the 4200/year	0.000	2100.00
6120	240	Workers Compensation	Worker's Compensation calculated at 1.26%	0.000	308.70
7200	160	Other Support Personnel	Grant writer and monitor to ensure the project remains in compliance.	0.090	5000.00

7200	210	Retirement	Retirement for general administrator calculated at 7.92%	0.000	396.00
7200	220	Social Security	Social Security calculated at 6.2%	0.000	310.00
7200	221	Medicare	Medicare calculated at 1.45%	0.000	72.50
7200	230	Group Insurance	Group insurance calculated at 9%	0.000	378.00
7200	240	Workers Compensation	Workers compenssation calculated at 1.26%	0.000	63.00

Coordination and Collaboration

If other sources besides Title V, Part B, Subpart 2 are being used to fund the activities/ strategies identified, describe the programs and partners involved and the resources being provided.

This activity will be coordinated with the existing guidance counselor (one at high school). Additionally, the project as a whole will be coordinated with Madison County Adult Education. The graduation auditor who is split funded is funded through this grant and 1/2 through the district's general fund, as was previously stated, because he also works on safety for the district. The grant writer is funded through this grant, Title I, Part A and Title IV to ensure compliance, offer technical assistance and to coordinate and collaborate with each grant's staff as well as administrative staff in the schools and at the district level.

Support for Reading/Strategic Imperatives

Incorporate one or more of the Areas of Focus included in Florida's State Board of Education Strategic Plan: <http://www.fldoe.org/core/fileparse.php/7734/urlt/0075039-strategicv3.pdf>

Describe how the project will address the reading and math/science initiatives of the Department of Education. If applicable the LEA is to indicate strategies and tactics that will support and be aligned to the goals and priorities of the Florida's State Board of Education Strategic Plan and Public School System, and Florida Standards: <http://www.fldoe.org/eduaccsummit.asp>

Reading Initiatives

Graduation is dependent on students meeting reading and ELA objectives. Therefore, the proposed activity is aligned with this priority.

NGSSS Areas of Focus (if applicable)

Graduation is dependent on students meeting all NGSSS objectives. Therefore, the proposed activity is aligned with this priority.

Florida Standards

Graduation is dependent on students meeting all Florida Standards, as tested on the FSE and EOC tests. Therefore, the proposed activity is aligned with this priority.

FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

Please return to: Florida Department of Education Office of Grants Management Room 332, Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	A) Program Name: Title V, Part B, Subpart 2: Rural & Low Income Schools Program 2019-2020 TAPS NUMBER: 20A007	DOE USE ONLY Date Received Project Number (DOE Assigned) 400-1100B-0CR01
B) Name and Address of Eligible Applicant: Madison County District School Board 210 NE Duval Madison, 32331		
C) Total Funds Requested: \$51,224.00 DOE USE ONLY Total Approved Project: \$	D) Applicant Contact & Business Information	
	Contact Name: Lisa Roderick Fiscal Contact Name: Andrew Barnes	Telephone Numbers: 850-973-1565 FAX: 850-973-5904
	Mailing Address: 210 NE Duval Ave, Madison, 32340 Physical/Facility Address: 210 NE Duval Ave Madison 32340	E-mail Addresses: lisa.roderick@mcsbfl.us DUNS number: 175079268 FEIN number: F596000721004
CERTIFICATION		
<p>I, <u>Shirley Joseph</u> (Please Type Name) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.</p> <p>Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.</p>		
E) _____ Signature of Agency Head Title		
_____ Date		

DOE 100A
Revised July 2015

