

2008

Education Advance
Schools Association

RFP

[GRANT OPPORTUNITY REQUEST FOR PROPOSALS (RFP)]

This Request for Proposals is for Home Instruction of students attending a public or charter school only. Schools will be required to contract with Education Advance Corp. for a portion of the services for each student. The approved grant will cover additional instruction, computer and internet services required to offer comprehensive instruction to students. Submission of the RFP is due no later than 5:00 p.m. May 30, 2008.

Grant Opportunity REQUEST FOR PROPOSALS (RFP)

Your proposal must follow the General Instructions and the Grant Guidelines to be considered for funding.

Awards: Education Advance Schools Association (a non-profit organization) is awarding school districts up to a \$7 million grant for the use of Home Instruction Services of students not able to be educated in the general public school system.

Deadline: Proposals must be received by May 30, 2008. Award decisions will be made by June 30, 2008.

Eligibility: 501(c)(3) organizations (including public schools). District Public or Charter School; at least 5% Free or Reduced Lunch Student Population; Submission of Formal Application; Define Need. Service awards are redeemable via Education Advance Corp. Online Home Instruction Services only.

Project Purpose: Because needs vary so widely among those who participate, proposals may be written to define your Home Instruction program format as it would relate to students receiving instruction **online** including relevant Highly Qualified teacher requirements, Criminal background checks etc. All relevant state law statutes must be included as an addendum to the proposal for program compliance purposes.

Submit Proposal to: Education Advance Schools Association

Office of Grants

7000 Atrium Way Suite 3

Mount Laurel, NJ 08054

General Instructions:

- 1.) READ all materials carefully before you begin writing the proposal.
- 2.) Only 501 (c) (3) nonprofits or tax-exempt public school districts and charter schools are eligible to apply for this grant. Proof of nonprofit and/or free or reduced lunch status must be included with your application. (see eligibility rules above.)
- 3.) Only one application per organization, school or district will be accepted. County School Districts may submit a like number of proposals to reflect the schools in the district. For example, if your county district has three schools or smaller local districts you may submit three proposals. Those service entities who are not tax-exempt may write proposals on the behalf of a tax-exempt organization that serves K-12 students. Proof of tax exemption must be submitted. (Public school districts may submit a statement written on district letterhead and signed by the Treasurer or Superintendent.)
- 4.) Awards will be made for up to \$7,000,000. Awards will be made to supplement the cost of Online Home Instruction in the name of the applicant school, district, or nonprofit. **Funds must be used for the project described in the winning proposals.**
- 5.) All applications **must be typed using at least a 10-point font size**. Margins should be at least 1". It is permissible to replicate the application forms on a computer. The format may not be changed and all page breaks must remain identical to the forms in this packet. You may use single or double spacing but remember the reviewer! The more white space a proposal contains, the easier it is to read. However, if you need to use single-spacing to define your program adequately in the space allowed, you may do so without penalty.
- 6.) You must provide the scope of services requested of Education Advance Corp. Awards will be made based services requested to individual students. Any services not covered in grant must be paid by individual entity. If award is made, Online Home Instruction contract must be executed between Education Advance Corp. and individual entity. Any proposal submitted by a public

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school or nonprofit that does not contract with Education Advance Corp. to provide said services will make award null and void.

7.) The submitter and a party legally authorized to obligate your school/district must sign the proposal. Any proposal without the appropriate signatures will not be considered for funding.

8.) Funding will be made directly to Education Advance Corp. on behalf of the school, district or non-profit organization.

9.) Two stapled copies of the proposal must be mailed to Education Advance Schools Association. One copy must include the original signatures (blue ink). An electronic version of the proposal (on PC flash drive or by email to grants@advanceschools.org) should also be submitted. It is not necessary to submit proof of tax exemption or letters of support and/or collaboration electronically. If possible, MS Word should be used for the electronic version of the proposal. Please save the file as "Rich Text Format" (rtf) when sending it electronically. NOTE: The electronic version must be compatible with a PC. If you use Macintosh computers, the electronic version must be emailed.

About Education Advance Corp.

Education Advance Corp. (EAC) is a State of Delaware registered corporation and has provided educational services to students since 2005. In September of 2007 Education Advance Corp. launched an Online School Platform that offers full K-12 online school services. EAC has expanded this program to provide Home Instruction services and Online School capabilities to school districts across the nation. Winners of the grant would contract with EAC to provide the online standard based instruction, with Highly Qualified Teachers in each subject.

Grant Guidelines: 1) 2) 3) 4) 5)

1) Needs Statement. Describe the needs of the students that will receive Online Home Instruction Services. Include reference to any relevant research. Include the number of teachers and/or students who will benefit from the project.

2) Project Description. This section should be no more than 1-1/2 pages in length. Include project goal(s) and objective(s). Briefly describe how the project will meet the stated goals and objectives.

3) Project Timeline. Use this section to describe when the activities necessary to implement your project will take place. Funds will be available beginning in September 2008. The project should be no more than ten months in duration.

4) Project Budget. Provide a summary of classes needed by students. Education Advance Corp. provides online home instruction in every major subject including but not limited to Mathematics, Language Arts Literacy, Science and Social Studies/ History. **Grant will be used to cover most but not all of the cost of educational services to individual students. School/District will be required to pay for not more than two classes needed for each student. Classes covered by grant award will be at a 'paid class' to 'grant class' ratio of 1:1, i.e. if one class is paid by the school/district the grant will cover one additional class. Internet and computer rental is fully covered by grant award.** Below the summary, provide detailed subjects needed and how they pertain to overall education of the student/s. The budget summary and related justification must not exceed 1 page.

5) Project Evaluation. Describe how you will determine whether your project has been successful or not. What benchmarks, if any, will you use? Will surveys be used? Will interviews be conducted? A one-page evaluation of your project will be required at the end of the grant period.

In addition to proof of tax exemption, you may include up to three letters of support/collaboration as attachments to your proposal. No other attachments are allowed.

SCORING RUBRIC

Each section of the application carries the following weight:

I. Needs Statement 50 pts.

II. Project Description 50 pts.

III. Project Timeline 30 pts.

IV. Project Budget and Budget Justification 40 pts.

V. Project Evaluation 30 pts.

Messy or incomplete applications will receive an automatic deduction of up to 50 points.

Applications that do not follow the guidelines, including font size and page limitations, will not be reviewed.

A completed proposal consists of six (6) Pages, including the
cover sheet.

You may type on the sheets provided or you can replicate the forms on your computer; however,
the format must remain exactly the same.

All proposals will become the property of Education Advance Schools Association. Winning proposals will be posted on the Education Advance Schools Association Website www.advanceschools.org.

Education Advance Schools Association
Grant Opportunity
Cover Sheet

School / Organization Name:

District Name: (if different from above)

Applicant's Name:

Applicant's Email Address: (required)

Sponsor's Name and Address: (if applicable)

School / Organization Address:

District Address: (if different from above)

Qualifying Participation in Grant Opportunity: (mark appropriate blank)

_____ School District _____ Charter School _____ 503 (c) organization

Proposal Title:

Summary of Proposed Project:

By signing below, I certify that the awarded funds will be used in the manner described in this proposal. I also certify that the entity receiving the funds is a 501(c)(3) nonprofit or a public school. Use Blue Ink when signing.

Applicant's Signature X_____ (Date)_____

Sponsor's Signature (if applicable) X_____ (Date)_____

Signatory Authority (Principal, Superintendent) X_____ (Date)_____

Page 1

I. Needs Statement (no more than one page)

Page 2

II. Project Description/Narrative (no more than 1-1/2 pages) (Be sure to include your goals and objectives!)

Page 3

II. Project Description/Narrative (continued)

III. Project Timeline (no more than ½ page)

Activity Date

Page 4

Use whole numbers. Check your math! Limit to one page.

IV. USE EASA Grant Budget Worksheet

Budget Justification:

Page 5

V. Project Evaluation (limit to one page)

List your evaluation activities and the projected dates when each activity will take place.

Evaluation Activities: **Date(s):**

A one-page report describing the project and its impact will be required at the end of the grant period.

