



2009 EDUCATION SCHOOL-BASED REQUEST FOR PROPOSALS

Technology-Based Remediation

The Tower Foundation seeks to facilitate improvement in the academic outcomes of youths, pre-kindergarten through grade 8, in ways that will lead to academic success and enhanced opportunities later in life.

The Tower Foundation aims to accomplish this goal by providing financial support for implementation of programs and services that have proven to be successful. This initiative is targeted toward the implementation of technology-based remediation programs in grades K-8.

Technology-based remediation involves integrating computer-based and/or multimedia applications into a course of study designed to improve the academic achievement of students performing below grade level. These technologies are employed to facilitate a course of remedial instruction designed to assist students in improving their performance to grade level standards.

Timeline	
November 17, 2008 (MA) November 18, 2008 (MA) November 21, 2008 (NY)	Community workshops
January 16, 2009	Deadline for letter of inquiry
February 11, 2009	Organizations notified if a proposal is desired
March 31, 2009	Deadline for proposals (if requested)
April – May	Proposal review
June 30, 2009	Successful applicants notified

I. Description

Technology-based remediation involves integrating computer-based and/or multimedia applications into a course of study designed to improve the academic achievement of students performing below grade level. These technologies are employed to facilitate a course of remedial instruction designed to assist students in improving their performance to grade level standards.

Integrating technology into a course of academic remediation requires a commitment to selecting and procuring tools appropriate to addressing clearly identified needs; providing classroom personnel with adequate training to use these tools effectively; providing a reliable and robust technical infrastructure; and assessing the tools' effectiveness on an on-going basis.

Through this request for proposals, the Tower Foundation seeks to assist schools and school districts in implementing technology-based academic remediation programs for students in grades K-8. Specifically, the Tower Foundation seeks to provide schools and school districts with the technology resources and training required to provide enhanced remedial education services to students who are performing below grade level in core academic subjects (including, but not limited to, English language arts and mathematics).

II. Eligibility Requirements

A. Eligible organizations:

- Public and diocesan school districts
- Private and charter schools with 501(c)(3) classifications
- Tax-exempt organizations operating schools with 501(c)(3) classifications from the Internal Revenue Service that are neither private foundations nor described as 509(a)(3) organizations

B. Geographic restrictions – eligible organizations must be located within the following geographic areas:

Massachusetts:

- Barnstable County
- Dukes County
- Essex County
- Nantucket County

New York:

- Erie County
 - Niagara County
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- C. Organizations, school districts, and schools that received an award in 2008 should contact Foundation staff for eligibility determination.

III. Grant Awards

Grants of up to \$100,000 are available. Each grant will be for a two-year time period, with grant payments made on an annual basis. Multiple awards may be made in each of the geographic areas served by the Foundation.

Grant awards will differ considerably. Factors used to determine the amount of a grant award include, but are not limited to: the scope of the project, the number of individuals trained, and the number of students affected.

Successful applicants are required to provide a cash contribution equal to 10 percent for each item requested.

IV. Use of Grant Funds

- A. In general, the Foundation will provide funds for the **incremental costs** that are associated with the implementation of technology-based remediation programs at the classroom or building level. **Incremental costs** are defined as costs that are new to the organization as a result of this project. For the most part, grant funds are intended to be used for:
- computer hardware essential to implementing the program
 - computer software essential to implementing the program
 - multimedia equipment essential to implementing the program
 - assessment materials
 - external trainers and/or consultants
 - training materials
 - staff release time and substitutes for training or professional development associated with the implementation of the technology-based remediation project
 - teacher stipends for out-of-school time training directly associated with the implementation of the technology-based remediation project
- B. Please note that grants through this RFP do not provide funds for existing personnel expense or the hiring of new staff.
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C. Grant money may not be used:

- for the private benefit of any grant recipient or affiliated person
- for individual scholarships
- for research
- to attempt to influence legislation
- to attempt to influence or intervene in any political campaign
- for endowment or capital campaigns

V. Application Procedure

This RFP has a two-step application process:

1. Submission of a brief letter of inquiry.
2. Submission of a full proposal, if requested.

The Foundation accepts **one** letter of inquiry from each organization per RFP cycle. The maximum length for letters of inquiry is five pages. The letter of inquiry must be signed by the applicant's executive director, superintendent, or headmaster.

Please note that diocesan schools must make application through the local central diocesan education department.

To be considered for a grant through this RFP, letters of inquiry must be received by 5:00 p.m. on January 16, 2009.

E-mailed or faxed copies are not accepted.

Letters of inquiry must include the following:

- a brief description of the organization, school, or school district
 - the geographic area and population served
 - student demographics
 - the dollar amount requested
 - a brief description of the project for which grant funds are requested
 - the reason(s) for implementing the project at this time
 - how the proposed project will improve student achievement
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Send letters of inquiry to:

Glenda M. Cadwallader
Executive Director
The Peter and Elizabeth C. Tower Foundation
2351 North Forest Road
Getzville, NY 14068-1225

All letters of inquiry are reviewed to determine if the Foundation wishes to pursue a full proposal. Applicants will be notified by February 11, 2009 of the result of this review. A request for a full proposal should not be interpreted as an indication of likely support. The deadline for a full proposal, if requested, is March 31, 2009.

The Foundation does not accept unsolicited proposals.

VI. RFP Contact Information

For more information about this RFP, please contact:

Glenda M. Cadwallader
Executive Director
(716) 689-0370 Ext. 204
gmc@thetowerfoundation.org

Donald Matteson
Senior Program Officer
(716) 689-0370 Ext. 207
dwm@thetowerfoundation.org



The Peter and Elizabeth C. **TOWER** Foundation

2009 Education School-Based Request for Proposals Technology-Based Remediation

Submitting a Letter of Inquiry

To be considered for an Education School-Based RFP – Technology-Based Remediation grant in 2009, letters must be received by 5:00 p.m. on January 16, 2009 and include the required information. E-mailed and faxed copies are not accepted.

The following checklist is provided for your convenience.

Letters of inquiry must include the following:

- _____ a brief description of the organization, school, or school district
- _____ the geographic area and population served
- _____ student demographics
- _____ the dollar amount requested
- _____ a brief description of the project for which grant funds are requested
- _____ the reason(s) for implementing the project at this time
- _____ how the proposed project will improve student achievement
- _____ **signature of executive director, superintendent or headmaster**

Send Letter of Inquiry to:

Glenda M. Cadwallader
Executive Director
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2009 Education School-Based Request for Proposals

Community Workshops

The Foundation will host three community workshops that will focus on the RFP application process. These workshops are highly recommended for organizations that anticipate requesting a grant. Suggested attendees include senior district/school staff, program coordinators, district or school-employed grant writers. Space is limited to two persons per organization. Prior registration is required.

Monday, November 17, 2008

1:00 p.m. – 4:00 p.m. (registration begins at 12:45 p.m.)

Cape Codder Resort & Spa

1225 Iyanough Road

Hyannis, MA 02601

RSVP by November 7, 2008

(716) 689-0370

Tuesday, November 18, 2008

1:00 p.m. – 4:00 p.m. (registration begins at 12:45 p.m.)

Marriott Boston Peabody

8A Centennial Drive

Peabody, MA 01960

RSVP by November 7, 2008

(716) 689-0370

Friday, November 21, 2008

1:00 p.m. – 4:00 p.m. (registration begins at 12:45 p.m.)

Ramada Hotel & Conference Center

2402 North Forest Road

Getzville, NY 14068

RSVP by November 7, 2008

(716) 689-0370