

Definitions (see RFP, pg. 5)

Economically Disadvantaged

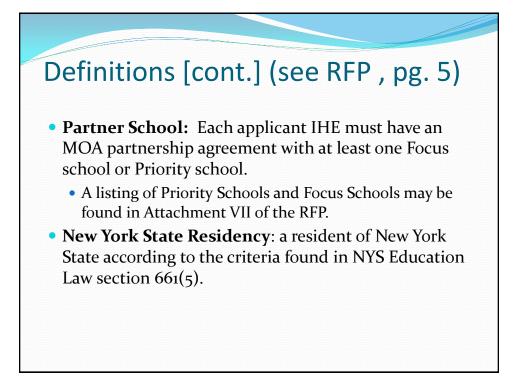
• A student is considered economically disadvantaged if he or she is a member of a household where the total annual income of such household is equal to or less than 185 percent of the amount under the annual United States Department of Health and Human Services poverty guidelines for the applicant's family size.

Eligible Student

• a resident of New York who is <u>either</u> from a group historically underrepresented in the teaching field, economically disadvantaged, or satisfies the requirements of the Third Priority found in Section VIII Participant Eligibility of the RFP.

Historically Underrepresented

• American Indian and Alaskan Native; Asian; Native Hawaiian and Pacific Islander; Black/African American; and Hispanic/Latino



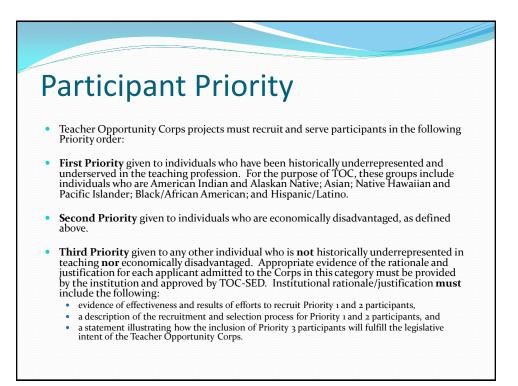
Eligible Applicants:

- A New York State located public or independent degree-granting postsecondary institution (IHE) that offers a teacher preparation program approved by the NY State Education Department.
- In order for any proposal to receive consideration, <u>the</u> <u>applicant for your TOC RFP application must be</u> <u>the degree granting institution.</u>
- The Application Cover Page <u>should only list the</u> <u>degree granting institution as the applicant</u>.



Participant Eligibility

- To be eligible for TOC, a student must be a resident of New York who is <u>either</u> from a group historically underrepresented in the teaching field, economically disadvantaged, or satisfies the requirements of the Third Priority found in Section VIII Participant Eligibility of the RFP. An eligible student must also demonstrate interest in and a potential for a teaching career and be enrolled in a registered teacher preparation program at the undergraduate or graduate level.
- To be eligible, a student must also be:
 - A graduate of a recognized high school or have a state approved equivalency diploma.
 - If a graduate student, a graduate of a regionally accredited college or university
 - All students must be in good academic standing, enrolled full time in an approved program of study, as defined by the Regents (http://www.nysed.gov/heds/IRPSL1.html).

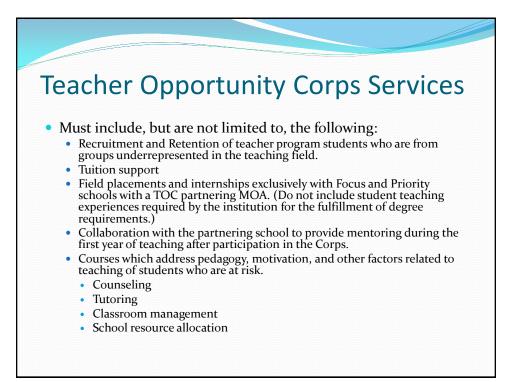


Purpose/Goal

 The purpose of TOC is to increase the participation rate of historically underrepresented and economically disadvantaged individuals in teaching careers.

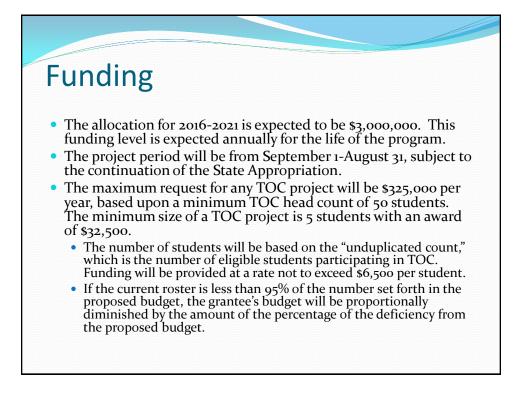
• TOC Programs will:

- include instructional strategies designed to meet the learning needs of students placed at risk;
- incorporate the use of mentors and other high quality support systems for preservice and new teachers that are designed to ensure a lasting and positive effect on classroom performance;
- reflect current research on teaching and learning; culturally and linguistically relevant teaching; youth development; restorative practices; and STEM concentrations at the elementary, middle & high school levels;
- integrate a clinically rich pre-service model with a 10 month internship experience and includes partnerships with high- needs schools to help them address the recurrent teacher shortage areas; and
- foster retention in teaching of highly qualified individuals who value diversity and equity.



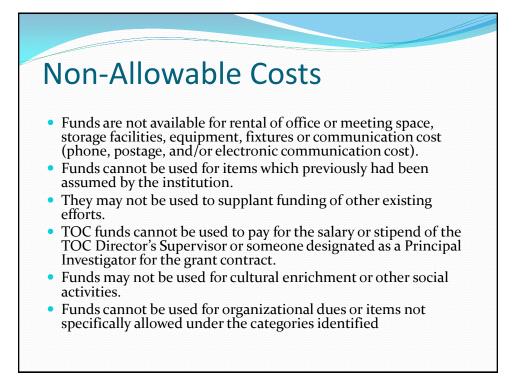
TOC Objectives

- **Objective 1:** Develop collaborative relationships that increase the number of students from underrepresented groups who enroll in and complete teacher preparation programs.
- **Objective 2:** Provide sustained, intensive and high-quality instructional and enrichment activities addressing the needs of TOC participants to become successful teachers for at-risk students.
- **Objective 3:** Provide strong academic content and effective strategies and practices that value equity and diversity and increase the ability of TOC participants to meet the needs of students at-risk.
- **Objective 4:** Establish and maintain partnerships to maximize TOC resources and increase student/program success.



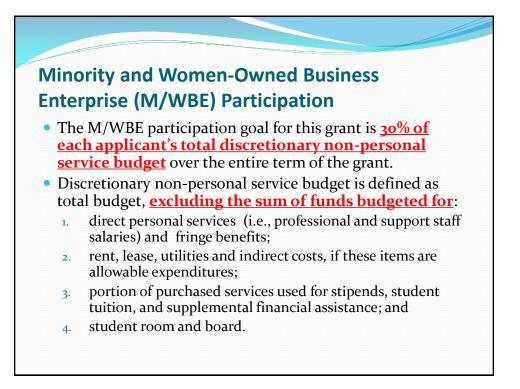
Allowable Costs

- To reimburse the institution (IHE) for **no more than 50 percent of the tuition and fees, including room and board, charged for the regular academic program billed directly by the IHE**.
- Program services such as professional and nonprofessional salaries, summer salary for faculty, and stipends to teacher mentors who are classified as staff
- Costs of consultants, stipends to teacher mentors who are not classified as staff, and other academic or school clinical contractual services
- TOC-related travel expenditures for project personnel including TOC participants for the purposes of clinical field experiences, and recruitment and retention activities
- Teacher licensing examination fees and preparation classes
- Textbooks and instructional materials for TOC participants only, with a limitation of \$500 per year
- Administrative and instructional supplies and materials (including textbooks and instructional materials, instructional or administrative computer software and computers, lab equipment, etc.)
- Indirect costs at no more than 8% are allowed.



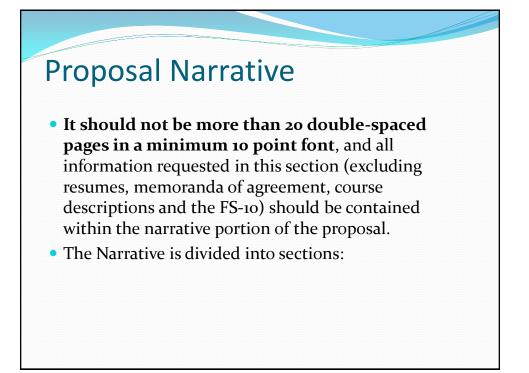
Matching Requirements

- A minimum 15% match of approved TOC grant contract is required.
- The matching requirement may be met through the institution's own resources, private sources, other government sources, and/or in-kind services.
- Other State funds may be used in this match, with the exception of state grant funds from another educational opportunity program, but may not duplicate services provided.



Application Checklist

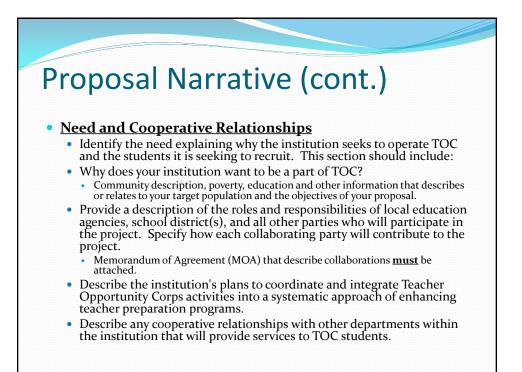
- A. Application Cover page (Attachment I)
- B. Application Checklist (Attachment V)
- C. Table of Contents
- D. Narrative that covers, in order, the information requested in Section XVIII
- E. Objectives Matrix (Attachment II)
- F. TOC 2016-2017 Proposed Budget (Attachment III)
- G. Budget Narrative
- H. FS-10 budget form (Attachment V)
- I. Completed Payee Information Form, if applicable (Attachment V)
- J. Signed Memoranda of Agreement (MOA) (Attachment VI)
- K. Completed M/WBE forms and documentation (adjustments to these forms may be required based upon the final award)



Proposal Narrative (cont.)

Organizational Background

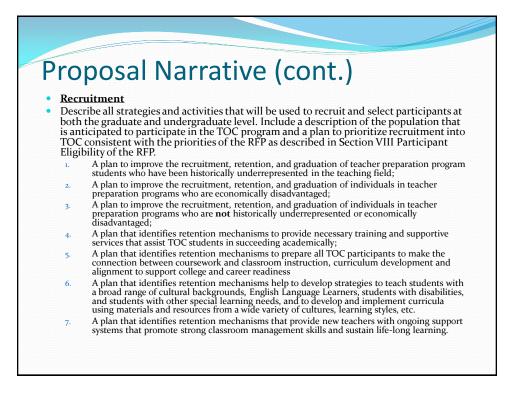
- This section should include:
 - 1. An overview and brief description of the applicant institution.
 - 2. This section should explain why your organization is qualified to be a TOC institution;
 - 3. A brief history, accomplishments, qualifications, and experience in preparing teachers from underrepresented groups and serving the needs of underrepresented and at risk populations.



Proposal Narrative (cont.)

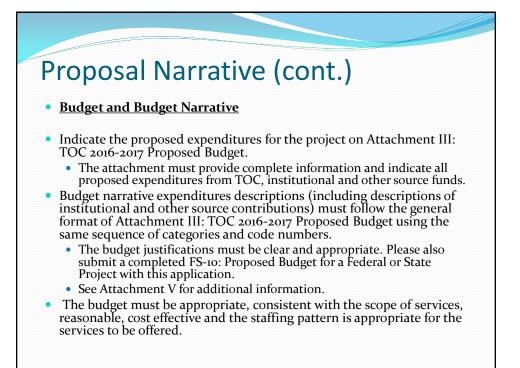
• <u>Program Objectives, Strategies, Activities,</u> <u>Services and Performance Measures/Data Sources</u>

• Use the forms provided in Attachment II: Program Objectives, Strategies, Activities, Services and Performance Measures/Data Sources



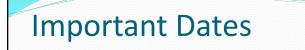
Proposal Narrative (cont.) Project Staffing and Management Describe a management plan that will assure the effective completion of

- project activities given the fiscal and other resources available.
 Provide an organization chart which indicates the management structure of the program within the institution and the reporting line for the project director and all other staff.
 - Note: TOC programs must operate under the aegis of departments, schools or divisions of education. Direct involvement of education faculty is required.
- 3. Briefly describe all professional staff positions (full-time and part-time, paid and volunteer) that will be assigned directly to the project. Define role and scope of designated positions. Include the TOC staff positions that have coordinating responsibilities for the major components of the program (e.g., admissions, financial aid, counseling, tutoring, evaluation, budgeting, reporting).
- List the names and titles of all full-time and part-time professional and instructional staff for the project. Provide current resumes for all professionals in the project.



Debriefing Procedures

- All applicants may request a debriefing within fifteen (15) calendar days of receiving notice of non-award from NYSED.
- Applicants may request a debriefing on the selection process regarding this Grant by emailing the request to <u>TOCRFP@nysed.gov</u>.



- Webinar will be posted by 7/20/16.
- Questions regarding this grant must be e-mailed to <u>TOCRFP@nysed.gov</u> by **7/28/16.**
- A Question and Answers Summary will be posted at: <u>http://www.nysed.gov/NYSMBK</u> no later than **8/8/16.**
- Full proposals must be postmarked by <u>8/22/16;</u>
 - submit one original and two (2) paper copies (both the narrative application and the budget/budget narrative) as well as one electronic copy of the complete application on CD or flash drive.

Application Submission

The original signature of the President/Chief Executive Officer (or designee) of the institution must appear on the Application Cover Page (Attachment I).

• Not-for-profit IHE Application Submission:

New York State Education Department Office of Access, Equity, and Community Engagement Services 89 Washington Avenue/ Room 505W Albany, New York 12234 <u>TOCRFP@nysed.gov</u>

• For-profit IHE Application Submission:

New York State Education Department Attn: Teacher Opportunity Corps Contract Administration Unit Room 501W EB 89 Washington Avenue Albany, NY 12234