



Los Gatos Hispanic Serving Pathway Grant Request for Proposals

1. Purpose and Background

The University of Arizona's Title V, Project **Outreach FAMILIA** (*Forwarding Academic Mechanisms Integral to Learning In the Academy*), aims to expand and enhance institutional capacity to increase the number of Hispanic and low-income students entering higher education earning postsecondary degrees.

A key goal of Project Outreach FAMILIA is to build meaningful partnerships with local high schools, which is supported through the Los Gatos Hispanic Serving Pathway Grant. This one-year award is offered to local high schools within 60 miles of the main campus and is intended to support efforts to:

- a. expand quality dual enrollment pre-calculus mathematics courses; and
- b. create or expand college-going outreach at participating high schools

As part of this partnership, successful Los Gatos partner schools benefit from direct support from the experienced Project FAMILIA team to help implement their projects and gain access to wider opportunities such as;

- Professional Development Opportunities focused on culturally responsive and asset-based pedagogies through the Los Gatos Professional Learning Community;
- Training and support to deliver the U Arizona College Academy for Parents, a college preparation program for students and their families;
- Delivery of dual enrollment pre-calculus courses on-site by UArizona-funded personnel;
- Access to UArizona to arrange family and student campus visits; and
- Enforcing the growing community of Los Gatos Partner schools offers ongoing support and Best Practice dissemination opportunities.

2. Eligibility

Proposals are welcome from schools that meet the eligibility criteria below:

- a. High schools with a Hispanic enrollment of 35% or higher; and
- b. High schools are operating under USDA COVID -19 waiver under the National School Lunch Program Seamless Summer Option (SSO).
- c. High school within 60 miles of the main UArizona Campus

3. Schedule

Activity	Action Date
Request for Proposal Released	9/9/2022
Proposal due by	10/17/2022
Peer Review Recommendations	10/31/22
Conditional Notification via email	Week of 10/31/22
Principal Interviews	Week of 11/7/22
Partnership begins	11/14/22

4. Funding & Period



Funding is contingent upon the availability of funds. The total amount projected to be available for this funding round, November 14, 2022 – July 31st 2023, is \$40,000.

It is anticipated that four awards of \$10,000 will be made during this funding round.

5. Proposal Specifications

Each application should contain all the required items listed below.

Project Summary (250 words max): This concise overview (abstract) of the proposed project should be understandable to a lay audience and appropriate for posting on the University of Arizona College of Education website.

Project Narrative (1,200 words max, double-spaced, 12-point font): In language accessible to non-K12 specialist readers, describe the proposed activities for which funding is sought to meet the purpose of the grant. The narrative should provide a general project overview and identify:

- how the project will enhance your existing outreach activities, specifically those focused on family engagement, education, financial literacy, and the cultivation of a college-going culture for first-generation students;
- how the project will develop and support the establishment of a pre-calculus dual enrollment course;
- the named individual who will serve as a liaison/ site coordinator for this grant and any other administrators, educators, support staff, parents, and students who will support the school-based implementation of this project as a team;
- how you intend to access the support offered by the Project FAMILIA team, including the Los Gatos Professional Learning Community, campus visits, and the College Academy for Parents;
- any existing school resources that will be leveraged to complement the funding made available through this partnership; and
- how do you propose to sustain the efforts developed through this partnership after the award period has ended?

Schedule for Project Activities: Please provide an anticipated timetable for project activities using the template provided. This should also include any identified deliverables for the action.

Budget: Using the template provided, please provide a budget covering the project period 11/14-01/22 – 07/31/23. This should include a brief justification identifying how the amounts have been calculated and include a contact name and email for your school district financial department.

- a. **Salary costs** – If funds are used to compensate staff members for activities undertaken as part of this project, your budget must include funding to cover all benefits associated with that salary. As these rates differ between school districts, don't hesitate to get in touch with your school district finance department and confirm the benefits rate that should be included before submitting.

Activities that may fall under this category include:

- i. Teacher stipends to participate in the Los Gatos Professional Learning Community



- ii. Staff stipend to become trained in the delivery of UArizona's College Academy for Parents

- b. **Direct Costs** – Activities that may fall under this category include:
 - i. Reimburse tuition fees for teachers pursuing credentials through the Higher Learning Commission to teach dual enrollment – please note that this cannot exceed 25% of the total budget. If this is intended to be paid out as a stipend to the teacher, it must be included in the salary line with associated benefits attached. The total salary plus benefits cannot exceed 25% of the budget.
 - ii. Supplies to support the dual enrollment pre-calculus course include purchasing graphing calculators to loan out to students enrolled in the course.
 - iii. Supplies needed to deliver to the College Academy for Parents or other family outreach activities – for example, pens, paper, notebooks, binders, and sticky notes, will be used solely to support these outreach activities.
 - iv. Refreshments for face-to-face Outreach events held outside the regular school day – Please note that individual school districts' guidance on using funds to purchase food and drinks for events varies significantly. If you intend to use any funding, don't hesitate to contact your school district finance department and confirm that this is allowable under their policies before submitting.
 - v. Transportation costs to bring students to UArizona for a campus visit.

Please note that this is not an exhaustive list. If you are unsure if your budget items are allowable, please contact the Project FAMILIA team to clarify before submitting your application.

Letters of Support/Commitment: Two letters of support are required, one from your School Principal and one from your District Superintendent. These letters should demonstrate a clear understanding and support for the proposed they will commit the resources as detailed in the project narrative.

6. Submission Process

Applications should be submitted using the online submission form: *insert a link to the Qualtrics form.*

Applications should include all documentation identified in the Proposal and Budget specification sections of this RFP;

- a. Project Summary
- b. Project Narrative
- c. Schedule for Project Activities and Deliverables
- d. Budget
- e. Letters of Support and Commitment

The Review Committee will not consider incomplete applications or applications submitted after the deadline.

7. Review Process



The Review Committee will comprise professionals who work on outreach services and other UA faculty from relevant areas. The Committee will evaluate proposals and recommend the Project FAMILIA Director, who will make the final funding decisions.

8. Award

Award notifications will be sent via email the week of November 7, 2022.

An award meeting will be arranged with successful applicants before the anticipated start date of November 14, 2022. Required meeting attendees will include the named Site coordinator, the School Principal, and a School District Finance Department representative.

Funding will be delivered via Purchase Order, and the details of this process, data sharing, and reporting requirements will be discussed and agreed upon at the award meeting.

9. Contact

All questions about this Request for Proposals should be directed to the Project FAMILIA team at coe-familia@arizona.edu