



Grant Application / Guidelines

To complete your application go to: [eGrants Web Site](#)

eGrants Help Questions?

Please contact the eGrants Help Desk for questions on your application.
Call: 717-783-6686

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Eligibility

Eligible Applicants

To be considered eligible to apply for Classrooms for the Future funding, a Pennsylvania local education agency must be either a school district or a comprehensive, high school level AVTS/CTC offering subject matter credit courses in English, math, science and social studies and accountable to the state for meeting AYP.

In addition, the eligible high school or AVTS/CTC must have a 12th Grade that is physically located within and considered, for accountability purposes, a part of that school. Eligible school districts shall apply for funding on behalf of one or more high schools or AVTS/CTC within the applicant district. An eligible AVTS/CTC (i.e., offering high school level core curricular instruction) which acts as its own fiscal and legal agent shall apply for funding independent of a school district.

Consortia

Consortia applications, one application representing multiple school districts or AVTS/CTCs independent of a school district, will not be accepted; however, partnerships to support the effective implementation and growth of the local program are strongly encouraged.

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Funding

In 2006, Governor Rendell announced a three-year, \$200 million Classrooms for the Future program, to begin in the 2006-07 school year.

Classrooms for the Future grant recipients will receive funding to equip core subject classrooms (English, math, science, social studies) in public high schools and comprehensive CTCs/AVTS with the following (per eligible classroom) at the lowest negotiated package rate:

- one teacher laptop
- one laptop cart with up to 25 student laptops and 2 wireless access points
- one printer/ scanner
- one web cam
- one electronic whiteboard
- one projector
- productivity software

In addition, grant awardees will receive monies to procure for each eligible school:

- up to three digital still cameras
- up to five digital video cameras
- building infrastructure (one time up to \$6000 per building)
- classroom technical assistance and support (one time up to \$250 per classroom).

Award amounts will be based on a formula using course enrollment reported in the SecCEn (Secondary Course Enrollment) report.

1) Using high school student enrollment, PDE calculates how many laptops and peripherals each participating school would need to cover core subject courses using an efficient roster (meaning computers are used every period of the day). PDE uses the following formula to calculate the number of laptops a building is eligible for: student enrollment divided by 175 (which is 7 periods per day per 25 students per classroom) times 4 (core subject areas). Please take this model into account in your planning.

2) Using data supplied by the school districts, PDE then deducts, from the calculation in step 1, the amount of existing equipment already available in the high school. "Existing equipment" includes both equipment purchased by CFF awardees in previous years as well as other equipment already available in the high school.

Please note: Funding for Classrooms for the Future is contingent upon availability of monies through the state budget.

Allowable Expenditure – Equipment & Support

PDE has aggregated the purchasing power of this program to negotiate an aggressive price and to permit consistent, quality technical assistance and support across the Commonwealth. The award recipient will purchase equipment and enter into contractual agreements with vendor(s) on this contract through their own business offices. Two platforms are supported: Macintosh and Windows. The hardware for these platforms was awarded to Apple and CDW-G.

Apple equipment information: <http://web.mac.com/applecff/iWeb/applecff/Home.html>

CDW-G equipment information: <http://www.cdwg.com/PAClassroomsforthefuture>

Further information about the Pa Department of General Services (DGS) contract and awardees may be found at: <http://www.dgsweb.state.pa.us/comod/Contracts/581015.pdf> (PDF)

Award monies may only be used for purposes that are specifically outlined within this grant program and expenditures must be fully directed toward eligible high school level classrooms. Monies may not be used for memory upgrades or batteries. Administrative or indirect costs are not allowable expenditures. Should an eligible high school classroom contain existing technology comparable to the proposed technology for Classrooms for the Future, the awardee will only receive funding for the additional equipment necessary to fulfill a Classrooms for the Future design. To determine minimum comparable technologies already in schools, [click here](#) (Excel)

Since the intention of this program is to create fully-integrated 'smart' classrooms to support student learning, applicants may not purchase or install Classrooms for the Future student laptops in an instructional setting prior to equipping the classroom with the other technologies outlined above (i.e., teacher laptop, electronic whiteboard, etc.).

In addition to monies designated for specific hardware purchases, school districts will receive on a one-time basis, \$6,000 per eligible school to enhance or acquire appropriate building infrastructure to support Classrooms for the Future hardware and (one-time basis) \$250 per eligible instructional setting to enhance or acquire technical assistance to support Classrooms for the Future implementation such as installing electronic whiteboards or projector mounts.

Grant recipients requesting Year Two or Year Three funding for previously funded schools will not receive additional infrastructure or technical assistance monies for those schools.

Each school is eligible for a certain number of classrooms as calculated from PDE data. A spreadsheet with the eligibility formula is available for your planning based on your student enrollment and existing technology. To download or save the file - [Click Here](#) (Excel). This worksheet will not be submitted to the state. IT IS FOR YOUR USE ONLY.

New and continuing applicants must use this data for planning purposes because the 2008-2009 data is based on the most accurate and up to date information.

Note for schools that have already been awarded their total net eligibility: you do not need to open an application on eGrants. Your school is eligible for the coach funding to continue professional development for 2008-2009. After 2008-2009 awards have been announced, directions for receiving the coach funding will be provided to you.

All implementation plans must be fully completed by June 2009.

Allowable Expenditure – Personnel

Grant awardees will also receive funding to support a local Classrooms for the Future Coach. Funding for a half-time technology integration coach will be provided for each building. Classrooms for the Future coaches will provide just-in-time support to classroom teachers, identify appropriate instructional technologies, and deliver local hands-on relevant professional development.

Although you will not need to budget in eGrants at this time for the coach, think about selecting your coach as you write your grant. The coach must be an experienced teacher with level 2 teaching certification. They may come from any level (elementary, middle school, high school), and any subject area. As you schedule for classes for next year, plan to have them available at the beginning of the year in a half time capacity to work with teachers and attend training before the equipment arrives in your building. The most successful programs have the CFF coach working with other coaching programs in the district. [Coach job description](#).(Word)

Release time, substitute fees and similar expenses incurred by the grant for the professional development of teachers shall be paid by the school district or AVTS/CTC. Administrative or indirect costs are also not allowable expenditures. Schools will be responsible for providing a laptop and the same software available on the teacher laptop to coaches.

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Application Requirements

Application Requirements

The application for **new** grants will be available at <http://egrants.ed.state.pa.us/> from TBA via Penn Link until 2pm EST April 11, 2008.

The application for **Cohort 1 and 2 grant awardees** will be available at <http://egrants.ed.state.pa.us/> from TBA via Penn Link until 2pm EST April 11, 2008.

Grant Scoring Rubric

Preview Grant Questions on eGrants

- [New](#)
- [Continuing](#)

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Submission Process

Submission Process

Procedures

All applications for Classrooms for the Future funding must be submitted electronically via the Pennsylvania eGrants system. Applications will not be accepted by mail, e-mail, facsimile or any method other than the approved eGrants submission. Please print a paper copy of your completed application for your own records. You will be able to print guidelines and FAQs (Frequently Asked Questions) as well as the proposal narratives, assurances and budget summaries in the eGrants system.

School districts may apply for funding on behalf of one or more public high schools or comprehensive AVTS/CTC within the applicant district through a single eGrant application process. School districts may also apply on behalf of each high school or AVTS/CTC within the applicant district through separate eGrant application processes if applying during separate funding years.

However, eligible beneficiaries (public high schools with a 12th Grade and high school level comprehensive AVTS/CTC with a 12th Grade) may not receive more than one grant award over the span of the Classrooms for the Future initiative. If your high school or CTC's project will span multiple years, please include that entity's funding request for all of the applicable years on the application for that entity. Actual funding will be dependent upon funds availability.

Previously Funded Applicants- Please Note

Applicants awarded in Year One (2006-2007) or Year Two (2007-2008) for a multi-year proposal and which have not reached total net eligibility must also submit an application via the eGrants system in order to request a continuation of funding for 2008-2009. Requests for continued funding must include updated project information for 2008-2009 activities as well as the required budget detail.

Local education agencies funded in Years One or Two may also request additional funding to expand their project to include schools that were not included in their original proposal (if they are eligible for additional funding).

Due Date

All applications must be submitted by Close of Business (COB) (2 pm EDT) April 11, 2008 The online eGrants application

will be deactivated at 2:01 pm EDT on April 11, 2008.

No extensions will be granted.

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Selection Process

Selection Process

Review

It is the intent of the Classrooms for the Future grant program to fund projects that have the greatest probability for successful implementation; therefore, new Classrooms for the Future applications will undergo a competitive review process at the state-level to determine the order of applicants to be awarded.

Each new application will be read and scored independently by three reviewers and the three scores for that application will be normalized through a statistical z-score analysis. No reviewer will be allowed to judge a proposal submitted by an institution with which the reviewer has an affiliation.

Proposals will be evaluated based upon the quality and commitment demonstrated in the application and reviewers will assign point values to specific narratives. The total number of possible points assigned to a narrative section appears in the online application within that section.

Remember to involve your entire leadership team (central office, building principal, technology department, professional development leaders, teacher association, maintenance, potential coach, librarian, teachers, community and students) in preparing the grant. A unified district approach to the Classrooms for the Future program will ensure success. Think now about administrative policies and practices changes that may enhance the success of CFF in your school such as schedule revisions for teacher collaboration; and budget for extra expenses that may be incurred when implementing the project.

Previously Funded Applicants- Please Note

Every effort will be made to assist Classrooms for the Future (2006-2007 and 2007-2008) grantees to complete multi-year projects; however, applications requesting a continuation of funding for a previously funded project will also be reviewed for project quality, including implementation to date and demonstrated commitment. Funding levels are contingent upon availability of funds.

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Award Process

Award Process

Notification

Classrooms for the Future grant awardees will be notified through email contact to the person identified by the district in eGrants, and the PENN*Link listserve.

Contracts & Fund Disbursement

Contracts will be issued to the grant awardees after grant revisions are completed in eGrants. Classrooms for the Future funding will be made available to the grantee upon completion of the contract process.

Fund Expiration

Classrooms for the Future funds must be encumbered or expended no later than 18 months from the beginning of the state fiscal year during which the funds were appropriated. For example, funds awarded July 1, 2008, must be obligated or expended prior to December 31, 2009. Any funds not expended or obligated prior to the expiration of such funds must be refunded to the Department.

Fund Availability

Allocations are dependent upon funding availability. Once a grant has been awarded, monies will become available upon completion of the contract process but are subject to forfeiture if the terms and conditions of the agreement are not met.

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Reporting Requirements

Reporting Requirements

Throughout the span of the funded project, award recipients will be required to submit grant reports through the eGrants system twice each year as well as regular management reports on Classrooms for the Future compliance, logistical issues such as interoperability and reliability of technology, and progress in improving student performance and implementing systemic instructional reform. Project management will be accountable for progress towards the project goals and objectives within the timeline described in the original proposal and for fund expenditure aligned to both the original proposal and the contractual agreement.

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A circular icon with a blue-to-purple gradient, containing the word "Evaluation" in a stylized, light blue font.

Evaluation

Evaluation

Evaluation of the Classrooms for the Future project is being conducted by the Pennsylvania State University. As part of the evaluation, participating schools will be required to collect data in identified teachers' classrooms regarding classroom practice. District personnel will be required to participate in evaluation training sessions. PDE may contact a sampling of CFF districts and schools to conduct sporadic on-site evaluations. Teachers and students participating in the CFF program will be required to respond to two on-line surveys per year.

For each of the funded years, applicants must also participate in the Pennsylvania Technology Inventory (PaTI), an online annual survey conducted at both the building and district levels, and have on file, a PDE-approved technology plan which reflects Classrooms for the Future activities. Applicants will also certify compliance with CIPA (Children's Internet Privacy Act), including the maintenance of a local Acceptable Use Policy, and develop local policies and procedures for the maintenance and utilization of the technologies