

APPLICATION PACKET

ENHANCING EDUCATION THROUGH TECHNOLOGY LOCAL EDUCATIONAL SUPPORT CENTERS

Sub-grants Part I

First Round of Funding through the No Child Left Behind Act

This document may be downloaded as a pdf document at www.nheon.org/oet/nclb

**Application Deadline
August 16, 2002**

Department Contacts
Chrys Bouvier 603-271-8049
Cathy Higgins 603-271-2453

New Hampshire Department of Education
July 15, 2002

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ENHANCING EDUCATION THROUGH TECHNOLOGY SUB-GRANTS PART I FOR LOCAL EDUCATIONAL SUPPORT CENTERS

First Round of Funding

Introduction

I. Authority and Funding

This request for proposals solicits applications to have a team participate in a grant writing process in order to submit a consortia proposal to be a local educational support center in New Hampshire. These grants will be awarded by the New Hampshire Department of Education through a **competitive** process.

Congress has appropriated \$700,500,000 to the Enhancing Education Through Technology (Ed Tech) (Title II, Part D) of the No Child Left Behind Act. New Hampshire expects to have \$1,460,698.63 during the 2002-03 academic year available to distribute through this competitive process. (Another abbreviation for this Ed Tech Program is E2T2.)

II. Purpose and Scope

A. Goals: The primary goal of the Ed Tech Program is to improve student academic achievement through the use of technology in elementary and secondary schools. It is also designed to assist every student - regardless of race, ethnicity, income, geographical location, or disability - in becoming technologically literate by the end of eighth grade, and to encourage the effective integration of technology resources and systems with professional development and curriculum development to promote research-based instructional methods that can be widely replicated.

B. Purposes: The purposes of the Ed Tech program are to:

1. Assist States and localities in implementing and supporting a comprehensive system that effectively uses technology in elementary and secondary schools to improve student academic achievement.
2. Encourage the establishment or expansion of initiatives (including those involving public-private partnerships) that are designed to increase access to technology, particularly in schools served by "high-need local educational agencies."
3. Assist States and localities in the acquisition, development, interconnection, implementation, improvement, and maintenance of an effective educational technology infrastructure in a manner that expands access of technology to students (particularly disadvantaged students) and teachers.

4. Support initiatives that enable school personnel and administrators to integrate technology effectively into curriculum and instruction that are aligned with State standards, through such means as high-quality professional development programs.
5. Enhance ongoing professional development for teachers, principals, and administrators by providing constant access to training and updated research in teaching and learning through electronic means.
6. Support the development and use of electronic networks and other innovative methods, such as distance learning, to provide specialized or rigorous courses or curricula to students who would not otherwise have access to such information, particularly to those in geographically isolated regions.
7. Support local efforts to use technology to promote parent and family involvement in education and to enhance communication among students, parents, teachers, principals, and administrators.
8. Support the rigorous evaluation of programs funded under the Ed Tech Act, particularly regarding the impact of these programs on student academic achievement, and ensure that the results are widely accessible through electronic means.

C. Scope: The Enhancing Education Through Technology fund provides for state-administered grants, which will be awarded to school districts on a competitive basis. For this round of funding the New Hampshire Department of Education (NHDOE) will be creating a Local Educational Support System to assist school districts reach the goals of the Ed Tech Program, as well as the goals of the New Hampshire Statewide Educational Technology Plan.

The mission of New Hampshire's Educational Support Delivery System is to offer a comprehensive statewide system for sharing high-quality educational practices, based upon scientific research to meet the needs of all learners in NH. Local centers will provide resources and a supportive environment responsive to local needs. In addition, they will facilitate communication between the state and local levels.

While E2T2 dollars are focused upon high-need Local Educational Agencies (LEAs), the NHDOE believes that those dollars will be most effective if they can be used within consortia of school districts that include the most needy as well as districts capable of leading the way with technology integration. Consortia of institutions of higher education, vocational centers, business and industry, profit and non-profit organizations, as well as school districts from all levels of economic need will form support centers located throughout NH. This vision includes the eventual establishment of ten centers throughout the state. These centers would have the capacity to provide the following types of services:

1. Professional development opportunities, especially assistance to educators with initial steps to take advantage of distance learning opportunities. Support center staff would have to include those with significant and diverse expertise in areas of technology integration. A minimum of 50% of professional development offerings should be delivered by educators currently employed by school districts in the region. [Meets purpose statements B4 and B6.]

2. Easily accessed sites where equipment and experts for a variety of technologies, including synchronous, multi-point video conferencing are located. This specifically includes bandwidth availability to host websites that mirror state initiatives such as on-line testing/surveys. [Meets purpose statements B3 and B6.]
3. Staff to aggregate LEA technology purchases including hardware, software, and connectivity. This would include working directly with LEA curriculum and technology directors, as well as staff at other local educational support centers and NHDOE staff. [Meets purpose statements B2 and B3.]
4. Assistance to districts applying for grant opportunities and assistance with e-rate applications. This would include working directly with LEA business administrators. [Meets purpose statement B3.]
5. Assistance with state and federal assessments and evaluations, facilitated by technology tools, offering data to inform decision making by all stakeholders. [Meets purpose statements B1, B5, and B8.]
6. Data warehousing services, file servers, and filtering solutions. [Meets purpose statements B3.]
7. Coordination of programs provided by individuals and organizations that meet the needs of students, families, and community members. [Meets purpose statement B7.]

These centers would have the capacity to organize and operate in a manner that includes:

1. Organizing and staffing an Oversight Committee to include stakeholder representation from:

a. superintendents	f. school boards
b. principals	g. institution(s) of higher education
c. school instructional staff	h. business and/or industry (optional)
d. ancillary school staff	i. non-profit organizations (optional)
e. parents	
2. Ensuring that the Oversight Committee meets regularly to be certain that identified local needs are being addressed. The Oversight Committee must actively seek input from teachers, school staff, parents, and students to determine ongoing needs of students and families.
3. Local Center Oversight Committee members will participate on the NH State Technology Council on a rotating basis. Technology Council terms will be staggered to maintain continuity and allow for growth. Policy for specific stakeholder representation will be developed by the NHDOE together with selected centers.
4. Organize and oversee a local needs assessment process and implement strategies to strengthen community relationships (See www.communityschools.org/tech.html).

These educational support centers as funded with E2T2 dollars will initially be focused upon the integration of technology into the curriculum. However, these centers can expand their offerings with funding from other sources such

as other federal funds, foundation support, support from business and industry, and ultimately NH state dollars. The local educational support center model is currently used with many of the special education, vocational education, and distance learning dollars available to NH. Local educational support centers having an educational technology focus are a step forward in creating a comprehensive educational support system. Activities currently conducted regionally will be tied to the centers begun as a result of this plan.

The educational support system model will enable services to be tailored to unique local needs. The centers will provide a mechanism for sharing information, troubleshooting, and implementing solutions locally. This model for educational outreach will also facilitate partnerships between schools and community-based organizations.

III. Grants and Eligibility

Up to ten (10) grant writing teams will be selected through this Part I process. Teams must include a high-need school. Potential consortia partners of the teams may include one or more of the following as demonstrated with a letter of intent:

1. A Local Educational Agency that can demonstrate that teachers in its schools are effectively integrating technology and proven teaching practices into instruction, based on a review of relevant research, and that the integration results in improvement in classroom instruction and in helping students meet challenging academic standards.
2. An institution of higher education that is in full compliance with the reporting requirements of section 207(f) of the Higher Education Act of 1965, as amended, and that has not been identified by the State as low-performing under that act. (A list of these NH institutions is included as Appendix A.)
3. A for-profit business or organization that develops, designs, manufactures, or produces technology products or services or has substantial expertise in the application of technology in instruction.
4. A public or private nonprofit organization with demonstrated expertise in the application of educational technology in instruction.

The partnership may also include other LEAs, educational service agencies, libraries, or other educational entities appropriate to provide local programs.

A high-need school district is defined as:

1. in the 50% of NH school districts with the highest number or percentages of children from families with incomes below the poverty line. A list of the schools meeting this criterion for high-need is included as Appendix B. [For purposes of this program, the term "poverty line" means the poverty line (as defined by the Office of Management and Budget and revised annually in accordance with section 673(2) of the Community Services Block Grant Act) applicable to a family of the size involved (ESEA Section 9101(33)). See the U.S. Census web site at <http://www.census.gov/hhes/www/saipe/schooltoc.html>.]

AND

2. serves one or more schools identified for improvement or corrective action under section 1116 of the ESEA, or has a substantial need for assistance in acquiring and using technology. This will be determined from the Tech Survey 2002.

Teams will be selected to form a local educational support system to develop a comprehensive three-year plan for a local center. Teams are limited to three individuals representative of potential consortia partners. An individual representing a high-need school district must be a member of the team. These representatives will participate in planning sessions with the NHDOE in the fall 2002. If space permits, team size may be enlarged. A school district member of an applicant consortium is the only member of the partnership that may serve as fiscal agent.

Teams selected from this Part I sub-grant process will be given a high-end laptop and projector to be retained by the high-need school district. The equipment will be used to conduct regional outreach to form a more diverse consortium and develop a three-year comprehensive plan to be a local educational support consortium. A high-need school district may apply individually to be a local educational support center. However the desired configuration is that each consortium include two high-need school districts and two additional school districts (for a minimum total of four school districts) and a higher education partner. Teams selected through this Part I process will work together with the New Hampshire Department of Education to develop final criteria for the selection of Local Educational Support Centers through Part II of this program. Each school district included within the consortia must submit a district technology plan as of the November 1, 2002 deadline. A school district may participate in only one proposal to be a local educational support center.

Submitted three-year comprehensive plans will be evaluated by NHDOE staff and professionals from the field against a rubric incorporating elements of the State Educational Technology Plan and criteria clarified as a result of grant writing workshops with all teams.

Ed Tech competitive grants this round will fund up to four local educational support centers, initially focused on professional development for the use of technology, throughout the state. Each center will be awarded \$250,000 from the Ed Tech program for the first year of operation. These four centers will then be offered an opportunity to reapply for \$150,000 from the Ed Tech program in the second year and \$100,000 from the Ed Tech program in the third year. It is expected that these centers will actively seek other sources of revenue to operate beyond year three. The New Hampshire Department of Education will also work together with successful grant recipients to secure other federal education dollars for purposes aligned with local educational support center activities.

Subsequent year two and year three awards will be contingent upon successful agency performance as determined by contract reports and a midyear monitoring visit by NHDOE. A Request for Continuation (RFC) process will be used to solicit annual program and spending plans necessary to support subsequent year contracts. Funding for these centers will be in the spring of each year.

First round funds awarded will be made for the period beginning about March 30, 2003 and ending on June 30, 2004. All awarded funds must be obligated prior to June 30, 2004.

- A. **Technology Plan Requirements.** In order to be eligible for a sub-grant, each school district within the consortium must have a currently approved technology plan. This technology plan addresses the types of technologies to be acquired, how they will be integrated into the curriculum, collaborative efforts to maximize the use of technology, professional development, existing sources of supporting resources, projected costs, and mechanisms to coordinate all technology funds. The Office of Educational Technology has made a Technology Planning Guide available on our web site: <http://www.ed.state.nh.us/edtech/ethome.htm> Please note that the

requirements and assurances contained within local school district technology plans have changed for this round of funding. Every school district desiring federal educational technology funding must correlate their plan with the current technology guidelines and submit the plan to the NHDOE prior to the deadline of November 1, 2002. This may be done electronically by accessing the NH District Technology Planning Guide at www.nheon.org/oet/tpguide. Any non-public school within a district wanting to participate in the application must have a technology plan on file at the New Hampshire Department of Education prior to the deadline of November 1, 2002.

- B. Technology Survey Requirements.** In order to be considered for an Enhancing Education Through Technology Sub-grant, each school building within an applying district must complete the New Hampshire Technology Survey 2002, even if the proposed funds will not be used for a particular school. Non-public schools are not required to complete this survey unless participating in the application. The Technology Survey 2002 must be submitted by November 1, 2002. The survey is currently available at www.nheon.org/oet/survey02. If the building contact has changed, please notify Chrys Bouvier at cbouvier@ed.state.nh.us or 603-271-8049. Non-public schools may request a blank Technology Survey 2002 from the Office of Educational Technology at the New Hampshire Department of Education by contacting Chrys Bouvier at cbouvier@ed.state.nh.us or 603-271-8049.

This is the only school Technology Survey you will need to complete for the New Hampshire Department of Education in order to be eligible for this round of funding. The NH Department of Education will be using this data for decision making on educational technology initiatives. This data should also be utilized by the LEA when writing or updating their technology plans. All school districts receiving E2T2 program funding and/or services through this round of funding will commit to a minimum of 75% of their district staff completing the Level of Technology Integration (LoTi) assessment to be provided by the NHDOE within the project period. It is expected that the data collected from this staff survey will assist districts and the State with professional development decisions related to the District Master Professional Development Plans, as well as technology professional development offerings through the Office of Educational Technology. This data will also assist school districts when completing technology surveys in subsequent years.

IF ANY SCHOOL WITHIN A DISTRICT FAILS TO COMPLETE THE SURVEY, THE ENTIRE DISTRICT WILL BE INELIGIBLE FOR ANY TECHNOLOGY FUNDS ADMINISTERED THROUGH THE NH DEPARTMENT OF EDUCATION

Children's Internet Protection Act (CIPA) compliance. As a condition of participating in the Ed Tech Program, LEAs must submit a CIPA certification form to the NHDOE. All LEAs using E2T2 funds to purchase computers used to access the Internet or to pay the direct costs associated with accessing the Internet must certify that they have adopted and are enforcing Internet safety policies. Please note that the CIPA requirements in these ESEA program guidelines for E2T2 do not apply to schools that receive e-rate discounts. Schools receiving e-rate discounts are governed instead by other CIPA provisions and must submit their CIPA certifications to the Federal Communications Commission through their School and Libraries Division. Therefore, all schools applying for E2T2 funds to be a local educational support center must certify to the New Hampshire Department of Education that one of the following conditions exists:

1. Every "applicable school" has complied with the CIPA requirements in subpart 4 of Part D of Title II of the ESEA. (An "applicable school" is an elementary or secondary school that does not receive e-rate discounts and for which Ed Tech funds are used to purchase computers used to access the Internet or to pay the direct costs associated with accessing the Internet.)

OR

2. Not all "applicable schools" have yet complied with the requirements in subpart 4 of Part D of Title II of the ESEA. However the LEA has received a one-year waiver from the U.S. Secretary of Education under section 2441(b)(2)(C) of the ESEA for those applicable schools not yet in compliance.

OR

3. The CIPA requirements in the ESEA do not apply because no funds made available under the program are being used to purchase computers to access the Internet, or to pay for direct costs associated with accessing the Internet, for elementary and secondary schools that do not receive e-rate services under the Communications Act of 1934, as amended.

IV. Notification of Non-Public Schools

ESEA Section 9501(b)(1) equitable participation requirements apply to the Ed Tech program. LEAs and eligible local entities must engage in timely and meaningful consultation with appropriate private school officials during the design and development of programs and continue the consultation throughout the implementation of these programs. (See Equitable Access Assurances in the Application Packet.) Non public schools wanting to participate in a school district application for this round of funding, must have a technology plan and a completed Technology Survey 2002 on file at the New Hampshire Department of Education. Equipment purchased as a result of an Ed Tech Grant remains the property of a public school district even though on loan to a non-public school.

One way to address this requirement is to notify all non-public schools within a district's boundaries by letter. Such correspondence may be a form letter.

An example of wording a letter:

XYZ School District is in the process of preparing and submitting a grant to the New Hampshire Department of Education under the Ed Tech portion of No Child Left Behind. This is a federally funded competitive grant program in which funds can be used to provide teacher training. Non-public schools wishing to participate in this application must have a technology plan and a completed Technology Survey 2002 on file at the New Hampshire Department of Education.

If you are interested in participating in this program, please check the appropriate box below. We will contact you within a few days to discuss the grant, ask for your ideas, and try to determine what would be most beneficial for your school.

Regardless of whether you want to participate, we ask that you return this letter by (date) so that we will know how to proceed.

LEAs and local entities must provide, on an equitable basis, special educational services or other benefits that address the needs under the program of children, teachers, and other educational personnel in private schools in areas served by the LEAs and local entities. Expenditures for educational services and other benefits for private school children, teachers, and other educational personnel must be equal, taking into account the number and educational needs of the children to be served, to the expenditures for participating public school children.

V. Local Educational Support System

A. Timeline

1. By July 1, 2003, we anticipate that E2T2 competitive grants will fund up to a total of four local educational support centers throughout the state. This will be Cohort I .
2. By July 1, 2004, we anticipate that E2T2 competitive grants will fund up to a total of seven local educational support centers throughout the state. This would include four local educational support centers from Cohort I and an additional three centers, forming Cohort II, which will follow the same funding cycle as Cohort I.
3. By July 1, 2005, we anticipate that E2T2 competitive grants will fund up to a total of ten local educational support centers throughout the state. This will put 94% of all NH school districts within a 30 mile radius of at least one local educational support center. The remaining 6% of school districts, located in the north of the state, would be within less than a 50 mile radius of the nearest local educational support center.
4. The following table is a timeline of the funding structure from E2T2 funds outlined above. Any competitive funds remaining will be allocated to local educational support centers for special projects related to state initiatives.

Center	Year One Funding	Year Two Funding	Year Three Funding	Year Four Funding	Year Five Funding
1	\$250,000	\$150,000	\$100,000		
2	\$250,000	\$150,000	\$100,000		
3	\$250,000	\$150,000	\$100,000		
4	\$250,000	\$150,000	\$100,000		
5		\$250,000	\$150,000	\$100,000	
6		\$250,000	\$150,000	\$100,000	
7		\$250,000	\$150,000	\$100,000	
8			\$250,000	\$150,000	\$100,000
9			\$250,000	\$150,000	\$100,000
10			\$250,000	\$150,000	\$100,000
Total	\$1,000,000	\$1,350,000	\$1,600,000	\$750,000	\$300,000

5. School districts not included within the original local educational support center consortia may take advantage of the services provided through Ed Tech program funding at the local educational support centers only if, and when, they have an approved technology plan on file with the NHDOE.
6. Local districts will be encouraged to participate in professional development opportunities by providing reasonable access, support, and incentives to their staff. Incentives may include:
 - a. Using professional development allocations from school district formula funds (minimum of 25% of formula fund allocations) to school districts may be used to provide stipends to participating staff.
 - b. Priority registration may be given to school districts that have membership in the consortia or provide services to the region through the center.

B. Mid-Year Deliverables

By January 15, 2003, centers must be able to demonstrate that they have:

1. Coordinated training to school districts in the use of the resources provided from the NH OET, including those available through the NHEON web portal.
2. Provided state of the art technology resources for educators to work with. This includes a base of common assistive technology options.
3. Provided access and introductory training for professional development programs funded through federal technology programs. These opportunities will be for all administrators and educational staff in public and non-public schools in NH. However, centers must be able to demonstrate that high-need school districts are given priority training and that technology leaders in high-need school districts have been trained as turnkey trainers for their LEA.
4. Worked with partner sites to engage in project activities and assist in the creation of online resources available to all NH educators through the NHEON web portal.
5. Worked together with the NHDOE and statewide providers to provide frequent high-quality professional development opportunities to NH teachers. While some of these opportunities may be directly funded by NHDOE, centers will be encouraged to continue successful efforts begun with funding from previous rounds of Technology Literacy Challenge Fund.
6. Maintained a web presence through the NHEON web portal, including the statewide professional development calendar. This will require a staff position with specific administrative responsibilities for updating portions of the resources available through the statewide portal.
7. Delivered services equitably across hardware platforms.

8. Worked together with all partners to implement the NH State Educational Technology Plan.

C. Accomplished Tasks

By June 15, 2003, local educational support centers must:

1. Identify and recruit persons and organizations willing to offer programs and services for students and families in the region or to assist with operations.
2. Negotiate agreements with persons and organizations to provide services.
3. Form an Oversight Committee to determine hours of operation, security, and procedures for dealing with other needs such as providing for substitute teachers and child care needs.
4. Develop a schedule of programs and activities to be offered and maintain updates on the state Professional Development Calendar.
5. Establish a procedure to coordinate and monitor programs and activities.
6. Establish a procedure to assist regional school districts without an approved technology plan to develop one and submit it electronically to the NHDOE.
7. Implement and maintain a process that encourages referrals to programs and services offered within the region and alerts the Oversight Committee to the need for programs not already offered. This procedure should enable the staff of the local educational support center to evaluate and make recommendations of programs to the Oversight Committee.
8. Oversee janitorial and security services to ensure that facilities are clean and safe for participants.

D. General Responsibilities

While some of the above responsibilities may be contracted out, general administration responsibilities by the local educational support center include:

1. Provide a coordinator for the local educational support center to work together with the NHDOE.
2. Oversee payroll for program
3. Purchase/order materials and supplies
4. Provide regular reports to the Oversight Committee and NH OET
5. Regular participation as a member on the NH Technology Council

VI. Submission Information

An original plus two copies of the application must be received by the **Office of Educational Technology, Division of Program Support, Attn. Chrys Bouvier, Department of Education, 101 Pleasant Street, Concord, NH 03301-3860, no later than 4:30 p.m. on August 16, 2002.** Applications submitted after this deadline, incomplete, or not conforming to the form set forth below will not be considered. Receipt may be verified by contacting Chrys Bouvier at 603-271-8049 or cbouvier@ed.state.nh.us.

Applications will **not** be accepted via facsimile or electronic mail.

Material submitted must be typed, single spaced, and in a font size no smaller than 12 point. Please use the space provided on the forms only. Do not send attachments unless specifically requested. Do not bind the application, its components or the copies with anything more than a staple or paper clip. Please, no three ring binders or spiral binding!

A Form 1 is not required with the application. However, successful applicants will be required to complete a Form 1 by April 30, 2003 to begin their project.

ONLY THOSE APPLICATIONS CONFORMING TO THE FORMAT INCLUDED HEREIN WILL BE CONSIDERED FOR REVIEW. APPLICATIONS WHICH DO NOT FOLLOW THE GUIDELINES WILL NOT BE ELIGIBLE FOR FUNDING.

VII. Timeline

The New Hampshire Department of Education has established the following timeline:

June 30, 2002	Release of Part I - Local Educational Support Center Request for Proposals
August 16, 2002	4:30 PM deadline for receipt of Part I Proposals
August 26, 2002	Review of Part I applications
August 27, 2002	Announcement of Part I awards
September 11, 2002	Workshop with Teams from Part I awards
October 9, 2002	Workshop with Teams from Part I awards
November 1, 2002	Release of Application for Ed Tech Formula Funds Deadline for School District Technology Plans Deadline for School Building Technology Survey
January 17, 2003	4:30 PM deadline for submission of Part II Proposals 4:30 PM deadline for Ed Tech Formula Fund Applications
February 1, 2003	Begin funding Ed Tech formula funds to school districts
February 27-28, 2003	Review of competitive Part II applications
March 25, 2003	Recommendations made to the Commissioner and State Board Of Competitive Ed Tech Grants
March 28, 2003	Announcement of Part II Awards

REQUIRED DOCUMENTS CHECKLIST
Application Documents for First Round Funding
for
ENHANCING EDUCATION THROUGH TECHNOLOGY
LOCAL EDUCATIONAL SUPPORT CENTERS

Sub-grants Part I

Each of the documents listed below is required for a complete application. Please include an original plus three copies of each application part. This form is included for the use of the applicant. It will also be used at the NH Department of Education when applications are submitted.

District _____

- ☐ **This Required Documents Checklist**
- ☐ **Signed Application Cover Page**
- ☐ **Original and two copies of the Application**

You should make certain that the following other items have reached the NH Department of Education by November 1, 2002, although they may have been sent separately:

- Technology Survey 2002 for **each** school within the district, including any non-public schools participating in the application.
- School district technology plans, as well as any technology plans for non-public schools participating in the application

**ENHANCING EDUCATION THROUGH TECHNOLOGY
LOCAL EDUCATIONAL SUPPORT CENTERS
Sub-grants Part I**

Application Cover Sheet for the Fifth Round of Funding

District

SAU #

Application Manager

Title

Address

City

State

Zip

Telephone

Fax Number

Email

I hereby certify that

1. to the best of my knowledge, the information contained in this application is correct; the school board of the district named above has authorized me as its representative to submit this application; and such action is recorded in the minutes of the school board's meeting held on _____.
2. the District has submitted to the New Hampshire Department of Education a General Assurances FY 2003 signature page.
3. the District has consulted with the non-public schools during the design and development of this Ed Tech project prior to all decisions that affect the opportunities of private school children to participate in the program.

Superintendent of Schools (blue ink preferred)

Date

Submit original and 2 copies of
each item in the checklist to:

Chrys Bouvier
NH Department of Education
101 Pleasant Street
Concord NH 03301

Deadline for Submission at the
New Hampshire Department of
Education:
4:30 PM August 16, 2002

Appendix A: Institutes of Higher Education: in full compliance with the reporting requirements of section 207(f) of the Higher Education Act of 1965, as amended, and has not been identified by the State as low-performing under that act.

Antioch New England Graduate School
40 Avon Street
Keene NH 03431-3516
603-357-3122

Colby Sawyer College
100 Main Street
New London NH 03257-4648
603-526-3000

College for Lifelong Learning
10 Ferry Street
Suite 438
Concord NH 03301
603-271-5450 ext. 4

Dartmouth College
Education Department
6103 Silsby Hall
Hanover NH 03755-3547
603-646-3462

Franklin Pierce College
P.O. Box 60
Rindge NH 03461-0060
603-899-4115

Keene State College
229 Main Street
Keene NH 03435
603-352-1310

New England College
Education Department
Box 22
Center for Educational Innovation

Henniker NH 03242
603-428-2322

Plymouth State College
Education Department
17 High Street
Plymouth NH 03264-1595
603-535-2285

Rivier College
420 Main Street
Nashua NH 03060-5086
603-888-1311

Saint Anselm College
100 Saint Anselm Drive
Manchester NH 03102-1310
603-641-7091

Southern New Hampshire University
2500 North River Road
Manchester NH 03106-1045
603-668-2211

University of New Hampshire
Education Department
Morrill Hall
62 College Road
Durham NH 03824-3595
603-862-2310

Upper Valley Teacher Institute
One Court Street
Lebanon NH 03766
603-448-6507

Appendix B: High-Need NH School Districts: in the 50% of NH school districts with the highest number or percentages of children from families with incomes below the poverty line. For purposes of this program, the term "poverty line" means the poverty line (as defined by the Office of Management and Budget and revised annually in accordance with section 673(2) of the Community Services Block Grant Act) applicable to a family of the size involved (ESEA Section 9101(33)). See the U.S. Census web site at <http://www.census.gov/hhes/www/saipe/schooltoc.html>.

ANDOVER	LACONIA	TAMWORTH
ASHLAND	LAFAYETTE REGIONAL	UNITY
BARNSTEAD	LINCOLN-WOODSTOCK	WAKEFIELD
BARRINGTON	LISBON REGIONAL	WARREN
BARTLETT	LITTLETON	WASHINGTON
BATH	LYNDEBOROUGH	WENTWORTH
BERLIN	MANCHESTER	WHITE MOUNTAIN REG
BRENTWOOD	MARLOW	WILTON
CAMPTON	MASCENIC REGIONAL	WINCHESTER
CHESTERFIELD	MASCOMA VALLEY REG	WINNACUNNET COOP
CLAREMONT	MERRIMACK VALLEY	WINNISQUAM REG
COLEBROOK	MILAN	
CONCORD	MILFORD	
CONTOOCOOK VALLEY	MILTON	
CONWAY	MONT VERNON	
CROYDON	MOULTONBOROUGH	
DOVER	NASHUA	
EPSOM	NEWFOUND AREA	
ERROL	NEWMARKET	
EXETER	NEWPORT	
FALL MOUNTAIN REG	NORTH HAMPTON	
FARMINGTON	NORTHUMBERLAND	
FRANKLIN	PEMI-BAKER REGIONAL	
FREEDOM	PIERMONT	
GOSHEN-LEMPSTER COOP	PITTSBURG	
GOVERNOR WENTWORTH REG	PITTSFIELD	
GREENLAND	PLYMOUTH	
HAMPTON	RUMNEY	
HARRISVILLE	SHAKER REGIONAL	
HAVERHILL COOP	SOMERSWORTH	
HILL	STARK SCH DIST	
HINSDALE	STEWARTSTOWN	
INTER-LAKES	STODDARD	
JACKSON	STRATFORD	
KEENE	SUNAPEE	

Appendix C: Application for E2T2 Local Educational Support Center Sub-grants Part I

Application Instructions

STEP 1. All items in Section I: Contact Information must be completed. This section does not have to be typed, but please print clearly.

STEP 2. Section II: Partner Information is not required, but recommended. (See page 7 of the Application Packet.) If there are more than four partners in this application, you may reproduce the Partner Information page. This section does not have to be typed, but please print clearly. Letters of support are considered part of this section.

STEP 3. Section III: This section must be typed, single spaced, and in a font size no smaller than 12 point. (See page 14 of the Application Packet.) In three pages or less, please describe why the team you will be sending to the workshops is qualified to create a consortium capable of providing the services envisioned for an Educational Support Center as described throughout the Application Packet. Please address the availability of the team to participate in the process over the next few months, as well as describing some of the potential partners you anticipate inviting into your consortium. Also describe some of the resources available locally that you anticipate using within the consortium, as well as any in-kind contributions already available.

STEP 4. Complete the Application Cover Sheet and place on top of Sections I, II, III. This section does not have to be typed, but please print clearly. If school board approval is subject to a later meeting, please give the date of that meeting.

STEP 5. Make two copies of all the above. Place the required documents checklist on top of the original application and two copies. Submit packet to the NHDOE prior to the deadline. (See page 14 of the Application Packet.)

Section I. Contact Information

1. Name of applicant district ▪ This must be the high-need district.	
2. SAU Number	
3. Contact person ▪ Will attend workshops in fall ▪ Does not have to be representative of high-need district	
4. Contact title	
5. Contact's organization	
6. Contact telephone ▪ Through August 2002	
7. Contact telephone ▪ After August 2002	
8. Contact email ▪ Required	

II. Partner Information

Names of other partners supporting the team building process through Part I. Additional partners may be added or deleted in the Part II application. Please attach a letter of support from each of these partners. These letters should indicate resources and services the partner anticipates contributing to the project. A representative (listed in #1 below) from the high-need school district **must attend** the workshops in the fall. Presently we can only accommodate two additional representatives from each team to attend the workshops in the fall (indicated in #2 through #4 below).

Name of Partner	Y/N?	If your team is selected to participate in the workshops this fall, will a representative from this organization attend? (Only three "yes" responses in this column)			
		Y/N?	If there is additional space, a representative from this organization will attend.		
			Name of representative	Telephone	Email
1. (High-need school district representative)	Yes				
2.					
3.					
4.					

III. Narrative: Please attach section III narrative.