

ABSTRACT

SPECIAL FUND PROPOSAL

Section I. BASIC INFORMATION

Proposed Project Title: Program Enhancement Project (PEP)

Grant Source and Agency: Connecticut State Department of Education

Total Amount Requested: \$110,000 **Due Date of Application:** 5/24/23

System Contact: Michelle Bonora, Principal

Telephone #: 475-220-8200

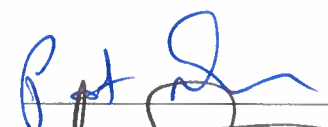
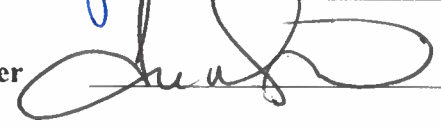
Description of Project:

The Program Enhancement Project (PEP) includes four major components in the areas of workforce readiness, transition to post-secondary, and the National External Diploma Program (NEDP). The work-force readiness area will provide employability skills required by industry as well a basic academic and computer skills. The transition program will offer Gateway Community College courses on-site and prepare students for college. The NEDP expansion will increase opportunities for students to earn a high school credential and transition to work.

TARGET: Schools/Unit: Adult Education
No. of Students: 55 **Grade Level(s):** Adult Education
Eligibility Criteria: Students from CDP, GED and ESOL

GRANT PERIOD:	
From: (mm/dd/year): 7/1/2023	
To: (mm/dd/year): 6/30/2024	
<input type="checkbox"/> New	
<input checked="" type="checkbox"/> Continuation	
Previous Bd. of Ed. Approval:	
<input type="checkbox"/> Planning	
<input checked="" type="checkbox"/> Operational	
Bd. of Ed. Information	
<input checked="" type="checkbox"/> Action	
<input type="checkbox"/> Information	
<input type="checkbox"/> Support	
<input checked="" type="checkbox"/> Competitive	
<input type="checkbox"/> Entitlement	
<input type="checkbox"/> Grant	

PROPOSAL DEVELOPERS:
Michelle Bonora

CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1	
ABSTRACT TIMETABLE	REVIEW
<p>Return to: _____</p> <p>Received: _____</p> <p>Board of Education FINANCE & OPERATIONS Meeting Date <u>6/5/23</u></p> <p>Board of Education Meeting Date: <u>6/12/23</u></p> <p>Due Date to Grantor: _____</p>	<p>Grants Manager <u></u></p> <p>Finance Manager <u></u></p> <p>Human Resource Manager _____</p>

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SECTION II: FISCAL INFORMATION

PERSONNEL

# FT	#PT		COST
		Administrators	\$
	5	Teachers	\$87,638
		Management	\$
		Paraprofessionals	\$
		Clerks	\$
	1	Others	\$ 4,800
		Stipend	\$
		Longevity	
		SUBTOTAL	\$92,438

NON PERSONNEL

	COST
Supplies & Materials	\$4,000
Student Transportation	\$5,913
Staff Travel	\$
Internal Evaluation	\$
External Evaluation	\$
Independent Contractors	\$
Equipment	\$
Other	\$1,050
Indirect Costs, if allowed	\$
TOTAL	\$10,963
NON- PERSONEL	

FIXED COSTS:

Health Benefits	\$
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$ 5,971
Workmen's Compensation	\$ 628
SUBTOTAL	\$ 6,599
TOTAL PERSONNEL & FIXED COSTS	\$ 99,037

Notes:

- 1) Total Personnel and Non Personnel columns must equal grant total.
- 2) The Abstract budget must be aligned with the Grant Application budget/ED114.
- 3) All applications should budget for staff development (stipends) and evaluation wherever appropriate.

SECTION IIA: BUDGET EXPLANATION

The following categories must be explained:

All Personnel: explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down **percentages and amounts to be paid by grant and by NHPS**. **Other;** and **All Non- Personnel items**. If additional space is needed, continue to next page.

All staff will be paid 100% of salary and fixed costs from this grant. Student Transportation - \$5,913, Textbooks - \$4,000 and Other - NEDP Site License is \$1050.

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SECTION III: SYSTEM OBLIGATIONS

Project support from other programs: None Yes Explain: **Adult Education**

Linkage with other programs: None Yes Explain: **RWDB, Gateway Community College.**

Local Fiscal costs, (include renovation): None Yes Explain:

Future local personnel obligations: None Yes Explain:

PROJECT OR GRANT REQUIREMENTS

- Local Maintenance Replication Parent Involvement
- In-Service Training Advisory Committee Linkage w/other Programs
- Non-Public School Involved Dissemination

ADDITIONAL RESTRICTIONS OR CONCERNS

SUBMITTING ADMINISTRATOR:  5/5/23
Signature Date

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SECTION IV: PROPOSED PERSONNEL

List **individually**, each position proposed by this grant application. **If no personnel**, please indicate **N/A** in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
	2	P/T Teacher	GED Teacher	7/1/23-6/30/24	Open	No	
	1	P/T Teacher	NEDP Teacher	7/1/23-6/30/24	Open	No	
	2	P/T Teacher	CDP Teacher	7/1/23-6/30/24	Open	No	
	1	P/T Teacher	Tutor	7/1/23-6/30/24	Open	No	

V. PROPOSED CONTRACTS

List **individually**, each contract that will be prepared by this proposed project. **If contractors will not be utilized**, please indicate **N/A** in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
N/A			

VI. ADDITIONAL INFORMATION:

Please Answer All Questions -- Use Additional Pages if Necessary

1. Please state specific goals for this grant or the grant period.

Priority # 1: Workforce Readiness

Students will be able to:

- Read, analyze and communicate information orally and written;
- Assess digital literacy skills;
- Correctly interpret and follow directions;
- Record and communicate information for the workforce (CCR Anchor 1, 2,3).
- Apply mathematical operations, concepts, and reasoning skills;
- Interpret graphic literacy and workplace documents.
- Attend local One Stop Career Center workshops to prepare to apply, interview, and obtain employment.
- Engage in proactive student support services (student success coaching, tech training for students, tutoring, counseling services, CCR & SEL activities/services).

Priority # 2: Transition to Post-Secondary “College to Careers”

The objectives of the College to Careers Program are to ensure that:

- 20 or more students attending each semester.
- 100% of the program participants will complete the Accuplacer Test.
- 100% of the program participants will take CASAS appraisal and pre/post tests in reading and mathematics.
- 66% or more of program participants will complete the Transition to College coursework with a grade of “C” or better.
- 100% of program participants will enroll at the One Stop Center.
- 50% or more of program participants will transition to Gateway Community College.
- 100% of program participants will complete post-secondary planning and an on-line professional portfolio. The portfolio will include a resume, cover letter, interest inventory, other related professional documents.

Priority # 3: NEDP Expansion

- Increase student enrollment & graduation rates.
- Expand and enhance professional development opportunities for staff including strategies for working towards post-secondary planning and family engagement using CCR Standards
- All NEDP advisors and assessors will attend at least one annual meeting to keep informed of state and national policies. In addition, advisors and assessors will participate in any NEDP required trainings as requested by the SDE.
- Increase our staffing for NEDP teachers to allow more direct services and interactions with students, in addition to offsite locations that are closer to our families; and/ or within local businesses/ places of work
- Integrate technology courses to support with student learning and accessibility to technology. Train staff to implement distance learning plan.
- Providing regular access to college and career planning during each session with a client that documents evidence of work based skills necessary for employment
- Collaboration with community agencies and local business to assist and support with family engagement

2. How does this grant address School Reform goals?

At the center of the New Haven Public School's Reform initiative is student success. This grant provides alternative paths for students to gain valuable employment skills, transition to post secondary education and complete their high school diploma. A large percentage of our students were enrolled in a New Haven High School and due to a variety of life factors, these students were unable to graduate. NHAEC offers a rigorous academic learning environment and includes social/emotion supports for our adult learners. Students who graduate from NHAEC are offered a variety of college and career services to plan a clear path and trajectory for college, the workforce or the military. We believe it is never too late to achieve your goals and that each day holds a profound sense of hope and optimism for the future.

3. Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)

Connecticut law requires that Adult Education services be offered in our district. In New Haven, one out of every 6 individuals 18 years of age does not have a high school diploma. This grant proposal provides an opportunity for students to earn a secondary diploma, to prepare for post-secondary education, to become a part of the workforce, become a citizen, and learn the components of the English Language while developing personal strengths to sustain the goals they set for themselves.

REQUIRED:

A COPY OF THE GRANT APPLICATION MUST BE ATTACHED TO THE ABSTRACT.