



**REQUEST FOR APPLICATION (RFA)  
17-92400-00005  
INDIAN EDUCATION SCHOOL DISTRICT AND CULTURAL INCLUSION INITIATIVE**

RFA Issue Date: April 11, 2017  
Final Date to Submit RFA: May 12, 2017  
**No consideration will be available for RFAs received after final date.**

**This is a Request for Application (RFA) and does not constitute an award. If this RFA results in an award, then the superintendent, and/or district chartered school administrator will be notified by an official award letter.**

**Only upon receipt of an award letter, signed by Hipolito Paul Aguilar, Deputy Secretary of Finance and operations, may the district and/or district-chartered school submit a Budget Adjustment Request (BAR) through the OBMS with an executed Intergovernmental Agreement.**

**Application Checklist**

Please take the time to complete the checklist below to ensure that all required information and actions have been completed before submitting the RFA to De Alva Calabaza, Indian Education Division–New Mexico Public Education Department at [dealva.calabaza@state.nm.us](mailto:dealva.calabaza@state.nm.us).

- All pages of the 2018 RFA for the Indian Education School District and Cultural Inclusion Initiative must be completed as follows:
  - \_\_\_\_\_ Cover page
  - \_\_\_\_\_ Submission of Initiative Program application to [dealva.calabaza@state.nm.us](mailto:dealva.calabaza@state.nm.us) no later than 4:00 pm, **May 12, 2017.**
  - \_\_\_\_\_ An original District Assurances page signed, **original hard copy mailed** to De Alva Calabaza to be received no later than 4:00 pm, **May 12, 2017.**

## Purpose

The purpose of the Indian Education School District Initiative is to provide a grant for a one year period to New Mexico public school districts, namely the twenty-three (23) school districts, and district-chartered or state-chartered schools that enroll a significant number of American Indian students for the purpose of improving academic and cultural achievement opportunities in alignment with the requirements of the Indian Education Act.

The PED-IED is administering this RFA in order to select LEAs that will receive state funding for implementing quality programs in the following priority areas:

- 1) Increasing attendance and reducing truancy;
- 2) Improving educational opportunities for American Indian students to keep them engaged in school and on a pathway to college and/or career success (i.e. Academic enrichment programs, after-school/Saturday/summer programs, project based learning opportunities geared specifically toward American Indian students, etc.);
- 3) Improve student outcomes by strengthening culturally responsive learning environments (i.e. culturally and linguistically responsive teaching, diversity and cultural sensitivity training etc.)
- 4) Supporting the maintenance of Native language (Note: Applicants must demonstrate how this grant will be used in conjunction with other language funding streams available for supporting Native language programs in public schools.);
- 5) Addressing challenges that exist across schools and school systems (i.e. transition-planning, reduction in student mobility, addressing academic gaps, etc.).

## Goal

The goal of this grant program is to increase positive student outcomes for American Indian students. This includes supporting growth and development of students academically and culturally in addition to other holistic outcomes such as socio-emotional health and leadership development.

## Background

Over 150 stakeholders took part in a day long community consultation session during the Fall Indian Education Summit in 2016 which was organized to formally gather feedback in five strategic areas: attendance and truancy; college and career readiness; culturally responsive learning environments; maintenance of Native language; alignment of school systems (PED; LEAs; BIE Operated Schools; Tribally Controlled Schools.) Five small group discussions were held for each priority topic area to maximize the opportunity for participants to provide feedback. These five priority areas were identified through input gathered from the Tribal and school district meetings that were held over the 2015-16 school year.

The key themes and recommendations from each small group session were captured and compiled in a formal consultation report which was distributed at the fall 2016 Government to Government meeting. Based on input from the community discussions, the Indian Education Division developed a plan which addresses and incorporates many of the recommendations made for each of the five priority areas.

This School District Indian Education Act and Cultural Inclusion Grant is one opportunity for furthering the mission of the Indian Education Division to “increase American Indian student **academic** and **cultural**

achievement through culturally-relevant pedagogy, native language, and collaborative partnerships” and to work toward meeting goals within the 5 aforementioned strategic priority areas.

### **Profile of Indian Education in New Mexico**

- 23 Districts and 6 Charter Schools Identified as Native-Serving local educational agencies (LEAs)
- Approximately 35,000 American Indian students in public schools
- Approximately 6,000 American Indian students in 28 BIE-operated and Tribally-controlled schools
- Approximately 3% of state-wide district staff identified as American Indian
- Average 27% proficiency in reading and average 10% proficiency in math (2015-16)
- 63% 4-year graduation rate (2015)
- 7 of the 8 languages of NM Tribes and Pueblos are taught in school-based language programs
- Approximately 8,000 students participating in Native language programs
- Approximately 8,500 students participating in Bilingual Multicultural Education Programs

### **District Eligibility**

Eligible applicants must be one of the 23 New Mexico public school districts and/or state-chartered or school district-chartered schools identified as Native-serving institutions. Individual schools, teacher-led projects, community-led projects, parent-led or student-led projects may be considered if submitted through an LEA or district-chartered school, with only one application permitted per LEA or district-chartered school. Applications should demonstrate that consultation with local Tribes and other American Indian stakeholders such as parents, teachers and students has taken place. Grants will be awarded during the **2018 fiscal year; and programs may be funded July 1, 2017 through June 30, 2018**. Funds may be utilized for costs related to personnel, professional development, curriculum/resource materials, tribal heritage language support, supplies, transportation, lodging, and stipends. **Note: Funds made available under this grant shall be used to supplement, and not supplant, any other federal, state, or local education funds. If your district receives bilingual program funds, please provide a justification that this grant will not supplant the bilingual program.**

Sponsored districts or charters submitting a proposal which will take more than one year for complete implementation will be considered a priority. Multi-year funding will be contingent on availability of funds. Recipient districts are expected to develop a three year sustainability plan for their initiative.

Each LEA or district-chartered charter school must submit a work plan outlining a proposal for each year of the multi-year program and specify objectives and outcomes for each year, even if no additional years are funded. Additional years of funding will be considered each year utilizing the School District Initiative Grant Application process. The additional year funding application will be reviewed and assessed as a proposal within the regular application process. If the school district program proposal is accepted for an additional year of funding, an Interagency Agreement will be completed and processed for that year.

Upon award of funds, the Indian Education Division will work with school district and/or charter to develop an Inter-Governmental Agreement (IGA) which must be signed prior to issuance of any grant funds through the Operating Budget Maintenance System.

Depending on applications received by the deadline, a minimum of 14 quality applications will be funded within 2017-18 competitive grant process. LEAs and District-chartered charter schools are encouraged to consider projects that are teacher-led, community-led, student-led or parent-led within their application.

Funding will be divided into tiers that address the Indian Education priority areas:

Tier 1: \$1,000 - \$3,000 Professional Development/Training/Travel to support Indian Education Coordinators or Grant Program Administrators in meeting Indian Education Act requirements such as developing local Tribal Education Status Reports, conducting local Tribal consultations and collaborations with Tribal Education Departments, developing data sharing practices, etc.

Tier 2: \$3,000 - \$15,000 – Program proposal within 1 of the priority areas that supports mid-high impact, evidence-based activities for students, parents, teachers or other staff that demonstrate a direct or indirect impact on improving student outcomes.

Tier 3: \$15,000 - \$40,000 – Program proposal within 1-2 priority areas with student, parent or teacher/staff outcomes that are aligned to mid-high impact evidenced-based activities that will have a direct or indirect impact on improving student outcomes. The number of students, teachers, school buildings or high-impact activities being proposed with a targeted American Indian population will be given priority within this tier.

Tier 4: \$40,000 - \$60,000 – Program proposal within 1-3 priority areas with student outcomes that are aligned to high impact, evidence-based activities that will have a direct impact on improving student outcomes.

Tier 4 prioritizes student-based, high impact, evidence based programs, which can include project based programs and that are tied to qualitative and quantitative measurable outcomes for American Indian students. Innovative programs that will contribute to new knowledge in how to best increase outcomes for Native American students will also be considered within this tier. Tier 4 academic proposals must demonstrate how the grant will be used to supplement, not supplant, current school programs and educational activities.

Priority will be given to applications that demonstrate a multi-year strategy focusing on a specific target population among American Indian students. Additionally, the number of students, school buildings and high-impact activities being proposed will be carefully considered within the funding proposal.

### **APPLICATION PROCESS:**

The application process allows for a New Mexico school district and/or charter to submit an application that will support the purpose of improving academic and cultural achievement opportunities related to one of the 5 priority areas listed in the purpose section of this application. Eligible applicants are asked to select a priority area(s) (*no more than two focus areas for Tiers 1-2 and three focus areas for Tiers 3-4*) to ensure sustainable and quality deliverables at the end of the grant period.

All grants awarded under this RFA will be awarded for Fiscal Year 2018 (school year 2017-2018).

### **Non-Eligible Costs**

The following are not allowable uses of these funds:

- Supplanting of existing academic programs
- Purchase of food for snacks or meals.
  - Food purchase for field trips may be allowable with prior PED-IED approval.

- Food items tied to cultural activities must be tied to the statement of work and budget and also require prior PED-IED approval.

**SEQUENCE OF EVENTS:**

The Indian Education Division will adhere to the following schedule:

<b><u>Action:</u></b>	<b><u>Date:</u></b>
Issuance of Application	April 11, 2017
Pre-Application Webinar	April 20, 2017
Application Due Date	May 12, 2017
Application Evaluation	May 15 through May 19, 2017
Award Notifications	May 22, 2017
Begin IGA Process	May 22, 2017

**APPLICATION DUE DATE**

The original application and email copy must be submitted to the address indicated on Page 5 no later than **5:00 P.M. on May 12, 2017. Facsimile copies are no longer accepted. Requests for an extension of submission of this date will no longer be granted after Close of Business May 05, 2017.**

Additional copies of this Request for Application are available online: <http://www.ped.state.nm.us>

**QUESTIONS ABOUT THE REQUEST FOR APPLICATIONS**

The Indian Education Division will conduct a pre-application webinar. The pre-application webinar is scheduled as follows:

- **April 20, 2017** – Go To Meeting Webinar (1:30pm -3:30pm): <https://global.gotomeeting.com/join/318483413>

The pre-application conference is required for all prospective applicants and/or designated staff from the Tribal governments. There will be discussion regarding different procedural methods for next year involving intergovernmental agreements between tribes/pueblos and NMPED.

The contact person for this Request for Application is De Alva Calabaza, Program Manager for the Indian Education Division. The original application with signatures and email copies should be mailed to the following address:

**Mailing Address:**  
 De Alva Calabaza, Program Manager  
 NMPED Indian Education Division  
 Jerry Apodaca Education Building, Room 303  
 300 Don Gaspar Avenue Santa Fe, New Mexico 87501  
 Telephone: (505) 827-6464  
 Email: [dealva.calabaza@state.nm.us](mailto:dealva.calabaza@state.nm.us)

## **REQUIRED FORMAT**

1. Applications must be typed utilizing provided templates (see Appendix A thru C). Original application must have the original signature of the authorizing School signatory.
2. Applicants shall deliver the original application and email identical copies of their application before the closing date and time for receipt of applications.
3. All applications shall use word processing on standard 8½” x 11” paper, double spaced, 1” margins and use Arial 12 Font.
4. Attachments will be accepted for letters of endorsement and commitment only.

## **EVALUATION CRITERIA**

<b>Evaluation Criteria</b>	<b>Possible Points</b>
<p><b>Program Summary:</b> The applicant must provide a program summary detailing LEA and District-chartered charter school quality program or project. Points will be awarded based on the depth, breadth, thoroughness and clarity of the response of the engagements cited and the perceived validity of the response including a demonstrated need and opportunity in closing the achievement gap of American Indian Students. The cover page and applicant’s information forms must be complete.</p>	
<p><b>Demonstrated Need</b>  <b>Program Need (5 -15 pts):</b>  <b>5 pts-</b> School district profile data  <b>10 pts-</b> Multiple sources of community data + <b>Demonstrated link between non-academic indicators-</b> health, behavior, FARM, etc.- to academic outcomes  <b>15 pts-</b> Multiple sources of community data + <b>Demonstrated link between non-academic indicators-</b> i.e. language programs, health, behavior, FARM, etc.- to academic outcomes + <b>Demonstrate how proposed activities is aimed at closing the achievement gap of AI students</b></p>	<p>30 points</p>
<p><b>Program Summary Total Possible Points</b> <span style="float: right;"><b>30 Points</b></span></p>	
<p><b>Work Plan:</b> Points will be awarded for the depth, breadth, clarity and thoroughness of the school district’s response in describing the anticipated work plan aligned with the priority area(s) and provides a detailed description of the plan of operation with project objectives or activities- e.g. specific strategies, timelines, and responsible staff. Address how the work plan will support the priority area(s). Address what are the goals and objectives of the project, service, or activity.</p>	
<p><b>5pts</b> - Tier 1 – Does not require a demonstrated need. All 23 LEAs and 6 Charters are eligible for this level of grant to support the professional development, training and travel for the Indian Education Coordinator or LEA designee for meeting the requirements of the Indian Education Act.</p>	<p>5 points</p>
<p><b>10 pts</b> - Tiers 2-3 Must utilize multiple sources of data to substantiate need, including student, parent, school or community data. Must demonstrate a link between non-academic indicators – i.e. language programs, health, behavior,</p>	<p>10 points</p>

FARM, etc. – to academic outcomes.	
<b>15 pts</b> – Tiers 3-4 Must utilize multiple sources of data to substantiate need, including student, parent, school or community data. Must demonstrate a link between non-academic indicators – i.e. language programs, health, behavior, FARM, etc. – to academic outcomes. Additionally, must demonstrate how proposed activity is aimed at closing the achievement gap and is connected with supplementing the school/district improvement strategy.	15 points
<b>Work Plan Total Possible Points</b>	<b>30 Points</b>
<b>Measurable Outcomes:</b> Points will be awarded the depth, breadth, clarity and thoroughness of the school district’s response in describing the outcome measurement as a systematic way to assess the program has achieved its intended results.	
<b>5 pts:</b> Tier 1 = Professional development, training and travel for Indian Education Coordinator or LEA designee for meeting the requirements of the Indian Education Act.	5 points
<b>10 pts:</b> Tier 2 = Measurable and Demonstrated Qualitative and/or quantitative Outcomes + Mid-High Impact and project based Activities for students, parents, teachers or other staff demonstrating direct or indirect impact on improving student outcomes.	10 points
<b>15 pts:</b> Tier 3 = Measurable and Demonstrated Qualitative and <b>Increased</b> Quantitative Outcomes + Mid-High Impact and Evidence-based Activities for students, parents, teachers or other staff demonstrating direct or indirect impact on improving student outcomes + <b>One</b> Specific Qualitative and Quantitative Component clearly Identified.	15 points
<b>20 pts:</b> Tier 3 = Measurable and Demonstrated Qualitative and <b>Increased</b> Quantitative Outcomes + Mid-High Impact and Evidence-based Activities for students, parents, teachers or other staff demonstrating direct or indirect impact on improving student outcomes + <b>One</b> Specific Qualitative and Quantitative One specific component clearly Identified with priority area.	20 points
<b>Measurable Outcomes Possible Points</b>	<b>50 Points</b>
<b>Evaluation:</b> Points will be awarded for the depth, breadth, thoroughness and clarity of the school district’s response in describing the evaluation tools that will be used to evaluate the program as identified. How will you measure and evaluate the success of the project to meet these goals and objectives (measures should be both qualitative and quantitative)?	
<b>5 pts:</b> Tier 1 = Evaluate the professional development, training and travel for Indian Education Coordinator or LEA designee for meeting the requirements of	5 points

the Indian Education Act.	
<b>10 pts:</b> Tier 2 = <b>Evaluate</b> Qualitative and/or quantitative Outcomes + Mid-High Impact and project based Activities for students, parents, teachers or other staff demonstrating direct or indirect impact of improving student outcomes or program.	10 points
<b>15 pts:</b> Tiers 3-4 = <b>Evaluate</b> Qualitative and <b>Increased</b> Quantitative Outcomes + Mid-High Impact and Evidence-based Activities for students, parents, teachers or other staff demonstrating direct or indirect impact on improving student outcomes or program clearly demonstrating outcomes	15 points
<b>Evaluation Possible Points</b>	<b>30 Points</b>
<b>Budget Justification:</b> Points will be awarded based on the school district use of funds to impact direct services to achieve program success. Applicant must provide a summary for fiscal justification and detailed budget line items which align with the project activities. The attached budget form must be completed and signed by Business Manager. <b>Note: Funds made available under this grant shall be used to supplement, and not supplant, any other federal, state, or local education funds.</b>	10 Points
<b>Budget Possible Points</b>	<b>10 Points</b>
<b>Total Possible Points:</b>	<b>150 Points</b>



**APPENDIX A**

<b>COVER PAGE</b>
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<b>School District and/or Charter School</b>	
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<b>Name</b>	
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<b>Superintendent or Administrator</b>	
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<b>Name</b>	
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<b>Phone</b>		<b>e-mail</b>	
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<b>Mailing Address</b>	
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<b>Principal</b>	
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<b>Name</b>	
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<b>Phone</b>		<b>e-mail</b>	
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<b>Mailing Address</b>	
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<b>Business Manager</b>	
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<b>Name</b>	
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<b>Phone</b>		<b>e-mail</b>	
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<b>Mailing Address</b>	
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<b>District Information</b>	
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	Total District Enrollment	
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	District American Indian Enrollment	
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	Anticipated number of American Indian students to be served	
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	Total number of schools in District	
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	Number of schools to be served	
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use SY2016-17, 80D for Enrollment

**APPENDIX B – Request for Application**

Please choose one or two of the focus areas previously mentioned in providing effective culturally-relevant programs and practices that ensure American Indian students have access to academic opportunities and a sense of cultural belonging, and provide detailed goals/outcomes but not limited to the following:

<b>PROGRAM SUMMARY</b>	<b>Please provide detailed information (30 Points)</b>
<b>WORK PLAN</b>	<b>Please provide detailed information (30 Points)</b>

<b>Measureable Outcomes</b>	<b>Please provide detailed information (50 Points)</b>
<b>EVALUATION</b>	<b>Please provide detailed information (30 Points)</b>

**Budget Justification Narrative:**

Provide below a detailed justification of the proposed costs from the line-item budget above, including an alignment to program goals, applicable standards and/or the Indian Education Act.

BUDGET	Please provide detailed information (10Pts.)	
Include Function-Object codes (Please work with your business manager for appropriate codes)	RFA BUDGET AMOUNT	
<b>51300</b> - PERSONNEL Costs of employees' salary and wages. <i>For each staff person, provide: Position Title FTE or PTE, wage rate, and annual salary, grant salary for specified programs and why position was not supported by district. (For Example: (1) certified Teacher \$10.00/hr. for 203 hours = 10.00 X 203 = \$2,030)</i>		
<b>52111</b> - Ed Ret (%) <i>Provide actual percentages</i>		
<b>52112</b> - Ret Health (%) <i>Provide actual percentages</i>		
<b>52210</b> - FICA (%) <i>Provide actual percentages</i>		
<b>52220</b> - Medicare (%) <i>Provide actual percentages</i>		
<b>56118</b> - General Supplies and Materials - Instructional Materials <i>Please justify the need; 1) a description of the equipment/supplies, 2) the cost per unit, 3) the number of units, 4) the total cost, and 5) alignment with program plan.</i>		
<b>53330</b> - Travel and training- Professional development for teachers, staff, employee travel and justification: <i>Please provide number of teachers including amounts, registrations for how many, and travel.</i>		
<b>55817/55818</b> Travel- Student travel and/or non-employee travel justification		
<b>55915</b> – Contractual Services: <i>Specify general categories for professional development, consultants, and trainers. NOTE: a sub-contractor form must be completed prior to initial contract approved by PED.</i>		
<b>53711</b> - Other purchase Services: <i>Specify general categories of space and equipment rentals; printing and publication; computer use; stipends; and student travel. -</i>		0.00
<b>Please add more lines if needed</b>		
<b>TOTAL</b>		<b>0.00</b>
<b>Required Approvals:</b>		
<p><b>Program Signature:</b> _____ <b>Date</b> _____</p> <p><b>Business Manager Signature:</b> _____ <b>Date</b> _____</p>		

APPENDIX C

**DISTRICT ASSURANCES PAGE**

**IV. DISTRICT ASSURANCES**

Required signatures include the contact person and district superintendent in which funds will be utilized. The application will not be considered complete without the required signatures.

The undersigned assures that:

1. The information included in the enclosed Request for Application (RFA) is true and accurate.
2. The monies received as a result of this RFA will be utilized for the 2017-18 Indian Education District and Cultural Inclusion Support.
3. The funding received as a result of this RFA is intended to be **liquidated by June 30, 2018**.
4. The intention of this funding is to fund the Indian Education District Support programs during the 2017-2018 school year to establish effective educational programs and practices that contribute to the cultural and academic success of NM American Indian students.
5. Partnerships with American Indian parents and tribal communities/entities to improve the students' learning and implementing effective programs and strategies will be promoted and supported.

\_\_\_\_\_  
**Contact Name**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Superintendent/Administrator**

**Appendix D:**  
**Sample Outreach Communication for School and Community Stakeholders**

Date:

Re: Indian Education School District Cultural Inclusion Grant Opportunity

Dear (Insert Stakeholder Group – parents, teachers, staff, students, etc.):

The Public Education Department’s Indian Education Division (PED-IED) has issued a notice inviting Local Educational Agencies and Charter Schools to apply for new awards for the FY 2018 Indian Education School District and Cultural Inclusion Initiative Grant. The PED-IED seeks to provide a grant for a one year period, ranging in amount of \$1,000-\$60,000, to New Mexico public school districts and charter schools that enroll a significant number of American Indian students. In alignment with the Indian Education Act, the goal of this grant program is to increase positive student outcomes for American Indian students, which includes supporting growth and development of students academically and culturally in addition to holistic outcomes such as socio-emotional health and leadership development.

The PED-IED is administering this RFA in order to select LEAs that will receive state funding for implementing quality programs in the following priority areas:

- 6) Increasing attendance and reducing truancy
- 7) Improving educational opportunities for American Indian students to keep them engaged in school and on a pathway to college and/or career success (i.e. Academic enrichment programs, after-school/Saturday/summer programs, project based learning opportunities geared specifically toward American Indian students, etc.)
- 8) Improve student outcomes by strengthening culturally responsive learning environments (i.e. culturally and linguistically responsive teaching, diversity and cultural sensitivity training etc.)
- 9) Supporting the maintenance of Native language
- 10) Addressing challenges that exist across schools and school systems (i.e. transition-planning, reduction in student mobility, addressing academic gaps, etc.)

Eligible applicants must be one of the 23 New Mexico public school districts or 6 charter schools identified by the PED-IED as Native-serving institutions. However, individual schools and teacher-led, community-led, parent-led or student-led projects may be considered if submitted through an LEA or charter school, with only one application permitted per LEA or charter school. The submission deadline for this grant is May x, 2017. If you are interested in proposing a project, program or activity to be considered for inclusion within the district’s/charter school’s grant application, please contact XXX at (district email and phone) by (X deadline) to discuss further.

Sincerely,

(School District Grant Coordinator)