CALL FOR REVIEWERS

McKinney-Vento Homeless Education Program

 ***McKinney Vento As Authorized under ESSA, the Kentucky Department of Education through the Office of Continuous Improvement and Support is issuing a Request for Applications (RFA) from local educational agencies and family resource and youth services centers to develop and implement programs that facilitate the enrollment, attendance, and success in school of homeless children and youth.***

**Reviewer Qualifications**

For this review, we seek representation from educators who have a background in teaching, administration, or higher education.

## Reviewer Requirements

In addition to the specified experience and background, reviewers **must**:

1. Attend a **mandatory** 2-3 hour reviewer training on Friday February 23rd, 2018.
2. Receive and read applications submitted in Microsoft Word and Excel, as well as in PDF.
3. Have access to word processing and spreadsheet programs compatible with Microsoft Word and Excel.
4. Complete Microsoft Excel score sheets electronically and return to KDE as email attachments.
5. The tentative timeline for reviewing is Friday February 23rd 2018 – Monday, March 5th, 2018. It is anticipated that each reviewer will review and score approximately 3-10 applications.

## Reviewer Compensation

Selected reviewers will receive a flat $200 stipend for attending the training along with completing the grant reviews. Reviewers will be responsible for their meals and travel. Note: KDE is prohibited from compensating state employees (excluding district and school staff) for reviewing these applications. These individuals may request that their employers allow them to accrue compensation time for participating in the review.

Reviewers are not employees or contractors of KDE, and as such, cannot be paid through the payroll system. **Reviewers who are KTRS retired members are responsible for seeking an exemption from the KTRS for return to work and reporting earnings appropriately to the KTRS.**

**If interested in reviewing Homeless Program applications, please email the attached application with current resume to the KDE RFP Inbox at KDERFP@education.ky.gov by 4:00 pm EST, Friday February 2nd 2018.**

KDE will notify reviewers of their selection on or around February 12th, 2018.

KENTUCKY DEPARTMENT OF EDUCATION

# COMPETITIVE GRANTS

# REVIEWER APPLICATION

## REVIEWER QUALIFICATIONS

At minimum, reviewers must possess:

1. Bachelor’s degree in one or more of these areas:

|  |  |  |
| --- | --- | --- |
| * Early Childhood Education
* Primary and Intermediate (elementary) Education
* Middle School Education
* Secondary Education
* Educational Leadership (e.g., principal, counselor, curriculum supervisor)
* Educational Technology
* Special Education
* Science
* Counseling, social work, or other areas related to working with children at-risk academically or behaviorally
 |  | * Mathematics
* English/Language Arts/Reading
* Social Studies
* Arts (e.g., performing and/or visual)
* Humanities (e.g., foreign language)
* Health and/or Physical Education
* Consumer Science
* Career and Technical Education
* Research and Evaluation
* Computer Science
* Electrical Engineering
* Information Technology
 |

1. Five years experience in education or in one of the above specified areas.

The KDE will give preference to individuals with advanced degrees and/or experience in grant writing or application review.

Persons involved with writing or assisting with the development of grant applications for this competition are not permitted to review the applications.

KENTUCKY DEPARTMENT OF EDUCATION

# COMPETITIVE GRANTS REVIEWER APPLICATION

|  |  |  |
| --- | --- | --- |
|  | Social Security No: |  |
| Name: |  |  |
| HomeAddress: |  |  |  |  |
| City: |  |  State: |  |  | Zip: |  |
| Home Telephone: |  |  | Business Telephone: |  |
| Home E-Mail: |  |  | Business E-Mail: |  |
| Business Name and Address: |
| If you have received compensation from the **Kentucky Department of Education** since January 1, 2011, how much, excluding travel reimbursement, did you receive and what services did you provide? |
| Please identify any times of the year for which you are *unavailable* to serve as a reviewer.Are you KTRS retired? \_\_\_\_\_\_Yes \_\_\_\_\_\_No |
| Highest Degree Received:   |
| Do you have any experience in reviewing local, state or federal competitive applications?  | * YES
 | * NO
 |
| Have you been involved in writing any local, state or federal competitive applications?  | * YES
 | * NO
 |
| Please check any of the following grants that you have reviewed or helped write. |
| * Mathematics and Science Partnership Grant
* Even Start Family Literacy Grant
* Early Reading Incentive Grant
* Reading First Grant
* 21st Century Community Learning Center Grant
* Dropout Prevention Grant
* Comprehensive School Reform (CSR) Grant
* Family Resource/Youth Services Center Grant
 | * Kentucky Teacher Academy in the content area of Literacy
* Reading/Mathematics Mentor Grants
* Arts Grant (any)
* Technology Grant (any)
* Substance Abuse/Prevention Grant (any)
* Mentoring Grant (any)
* Other:
 |

|  |  |
| --- | --- |
| Check the category(ies) for which you feel qualified to review. * Reading/Writing/Language Arts
* Family Literacy
* Mathematics
* Science (List Area(s))
* Social Studies/History/Economics
* Health/Physical Education
* Career/Technical Education
* Humanities/Foreign Language
* Arts - Visual and/or Performing
* Educational Technology
* Professional Development
* School Reform
* After-School Programs
* Educational Leadership
* Community Education
* Other (Specify in box at right.)
 | Check the level(s) at which you have experience and the number of years experience at that level. |
| *Level* | Number ofYears |
| Early Childhood/Preschool |  |
| Primary (K-3) |  |
| Intermediate |  |
| Middle |  |
| High |  |
| K-12 |  |
| Postsecondary |  |
| List **Other** Areas of Expertise. |

\_\_\_\_\_ Please check here if you are assisting with writing a Homeless Education application(s) and list school(s)/district(s) in the space below.

PLEASE ATTACH A CURRENT RESUME TO THIS APPLICATION