CALL FOR REVIEWERS

21st Century Community Learning Center (CCLC)

The Kentucky Department of Education is seeking qualified individuals to review FY19

21st CCLC applications. Local school districts, community and faith-based organizations, as well as, other private and governmental organizations are eligible to apply for funds to design and implement effective out-of-school programs that improve student achievement and social development.

**Reviewer Qualifications**

For this review, we seek persons with a deep understanding of effective out-of-school programs and/or experience implementing out-of-school programs. We desire representation from educators with teaching, administrative or higher education background as well as qualified people from the community who have experience implementing or working in an out-of-school program. **Preference will be given to reviewers who have experience with the 21st CCLC programs and who are not submitting a grant application this competition.**

## Reviewer Requirements

In addition to the specified experience and background, reviewers **must** be available to attend the **entire** reviewer training and on-site evaluation to be held in Frankfort, **December 12-14, 2018** at the Capital Plaza Hotel in Frankfort, KY. **Reviewers will be responsible for making and paying for their own hotel reservations and purchasing any meals during the three day training. The daily stipend has been increased to assist with these costs. KDE will no longer pay for lodging or provide meals at the training.**  Reviewers may not finish and leave ahead of their assigned team members as group discussion and debate are required for each application. The first day will consist of training and scoring. The scoring process will continue on days two and three. Each reviewer must be present each day in its entirety to be eligible to review.

## Reviewer Compensation

Persons selected for this review will receive $500 per day stipend for the three-day training and evaluation process.

If required, KDE can reimburse a district for the cost of a substitute for teachers, if selected to participate in the review. In this situation, the cost of the substitute reimbursement will be deducted from the per day stipend of $500 (for example, if the per day substitute rate is $75, the individual will receive $425 per day and the district will be reimbursed for the substitute).

Note - These reviewers are neither employees nor contractors of KDE, and as such, cannot be paid through the payroll system.

**KTRS Exemption**

***The KDE will continue to inform all reviewers that if they are KTRS retired members, they have the responsibility to seek an exemption from the KTRS for return to work and to report earnings appropriately to the KTRS. It is not KDE’s responsibility to complete this paperwork for individuals. The KTRS process must be completed by November 30, 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 * Out of School Programming |  | * 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. **Or five years’ experience in education or in one of the above specified areas. Please describe:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

Application

Qualified individuals may submit an application at any time. If interested in reviewing FY19

21st CCLC applications, please mail application (attached) with current resume or vita to Jason Kendall by 4:00pm (ET) Wednesday, October 31, 2018. KDE will notify reviewers of their selection on or around Thursday, November 15, 2018.

Jason Kendall

Kentucky Department of Education

300 Sower Blvd. 5 CSW 23

Frankfort, Kentucky 40601

E-Mail: [Jason.Kendall@education.ky.gov](mailto:Jason.Kendall@education.ky.gov)

Phone: 502-564-2351

KENTUCKY DEPARTMENT OF EDUCATION

# COMPETITIVE GRANTS REVIEWER APPLICATION

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|  | | | | | | | | | Social Security No: | | |  | | |
| Name: |  | | | | | |  | |
| Home  Address: |  | | | | |  | | |  | | |  | | |
| City: |  | | | State: | | |  |  | | | Zip: | |  | |
| Home Telephone: | |  |  | Business Telephone: | | | | | |  | | | | |
| Home E-Mail: | |  |  | Business E-Mail: | | | | | |  | | | | |
| Business Name and Address: | | |  |  | | | | | |  | | | | |
| Are you available for the specified review dates – December 12-14, 2018? | | | | | | | | | | | | | | |
| 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 |
| Have you been involved in the writing process for any applications for the FY19 21st CCLC RFA? If so, you are ineligible to score. | | | | | | | | | | | | * Yes | | * No |
| Please check any of the following grants that you have reviewed or helped write and please state the date. | | | | | | | | | | | | | | |
| * Even Start Family Literacy Grant * Read to Achieve/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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Reading/Mathematics Mentor Grants * Arts Grant (any) * Technology Grant (any) * Substance Abuse/Prevention Grant (any) * Mentoring Grant (any) * Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |

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| Check the category for which you feel qualified to review. You may select more than one.   * 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 * 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 of  Years |
| Early Childhood/Preschool |  |
| Primary (K-3) |  |
| Intermediate |  |
| Middle |  |
| High |  |
| K-12 |  |
| Postsecondary |  |
| Out of School Programming |  |
| List Other Areas of Expertise. | |

A CURRENT RESUME MUST BE ATTACHED TO THIS APPLICATION

REVIEWER TIMELINE

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| FY19 Reviewer Applications with Resume due Wednesday, October 31, 2018 4pm ET |
| KDE will notify selected reviewers on or around Thursday, November 15, 2018 |
| FY19 Reviewer Training Dates: December 12-14, 2018 Capital Plaza Hotel Frankfort |

Mail to:

Jason Kendall, Kentucky Department of Education

300 Sower Blvd. 5 CSW 23

Frankfort, Kentucky 40601