

REQUEST FOR APPLICATION: BULLYING PREVENTION FUNDING

All questions in each portion of the application must be addressed completely for consideration of funding from the Bullying Prevention Account Grant

Application Due Date:

December 13, 2019, 5:00 pm

Funding Period: July 1, 2019 - June 30, 2020

Applications:

Each school district will submit **ONE** application on behalf of those schools that wish to apply for funding from the Bullying Prevention Account. Applications should be submitted electronically to:

Christy McGill, Director

cmcgill@doe.nv.gov

Debbie Williams, Program Officer

debbiewilliams@doe.nv.gov

Issued by the:

Nevada Department of Education (NDE)

Office for a Safe and Respectful Learning Environment (OSRLE)



Please address questions to:

Christy McGill

cmcgill@doe.nv.gov

(775)-687-9168

Debbie Williams

debbiewilliams@doe.nv.gov

(775)-687-9173

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Restrictions/Conditions:

Per statute, this request for funding must be used for one of the following activities:

- The establishment of programs to create a school environment that is free from bullying and cyber-bullying.
- Providing training on the policies adopted by the district to prevent bullying and cyber-bullying.
- The development and implementation of procedures that allow students and staff to discuss bullying and cyber-bullying and the policies surrounding bullying and cyber-bullying.

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PART I: APPLICATION REQUIREMENTS and GUIDELINES

A. Introduction

The Bullying Prevention Account was created during the 78th (2015) Session of the Nevada Legislature in conjunction with revisions to the state's anti-bullying laws. Funding for continuation of the account was approved during the 79th (2017) Session of the Nevada Legislature and requires the Nevada Department of Education's Office for a Safe and Respectful Learning Environment to issue a request for applications quarterly if there is a minimum balance of \$1,000.00 in the Bullying Prevention Account.

This application creates the mechanism for compliance with Legislative mandate while supporting districts in efforts to meet the unique needs of their school communities. It also acts as an agreement between LEA's and the SEA for creating the conditions necessary to support collaborative and responsive partnership as we work towards having bully free schools for all students and all staff.

Pursuant to the policy adopted by the State Board of Education effective September 9, 2016, requests for funding of less than \$10,000.00 will be approved by the Director of the Office for a Safe and Respectful Learning Environment.

Applications submitted for funding should be less than \$10,000.00.

B. Eligible Applicants

This request for new funding application is open to all Nevada school districts on behalf of those schools that wish to apply for funding from the Bullying Prevention account.

C. Goals

Per statute, this request for funding must be used for one of the following activities:

- The establishment of programs to create a school environment that is free from bullying and cyber-bullying.
- Providing training on the policies adopted by the district to prevent bullying and cyber-bullying.
- The development and implementation of procedures that allow students and staff to discuss bullying and cyber-bullying and the policies surrounding bullying and cyber-bullying.

Please note that all curriculum or associated supplies must be purchased no later than June 30, 2020.

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D. Funding Information

Available Funds

The Bullying Prevention account available funding is \$60,000.00.

Duration of Subgrants

Awards from this application will be for State Fiscal Year 20, beginning on July 1, of the fiscal year. Unexpended funds at the end of FY 20 will revert back to the state and will not carry forward for subgrantees.

Use of Funds and Unauthorized Activities/Expenses

Please see the Budget Instructions in Part IV for more information regarding acceptable uses of funds as well as unauthorized activities and expenses for each program within this Bullying Prevention account application.

Please note that all curriculum or associated supplies must be purchased no later than June 30, 2020.

E. Participation, Evaluation, and Reporting

Participation

As identified in the grant Assurances, schools and districts accept Bullying Prevention account funding in accordance with applicable Federal and State statutes, regulations, programs, plans, and applications, and agree to administer the programs in compliance with all provision of such statutes, regulations, applications, policies and amendments.

Evaluation

Any funding awarded from the Bullying Prevention Account will be awarded on a competitive basis. The total point possible per application for funding is 100. Scores will be assigned according to the maximum allowable points indicated on each element of the application.

Reporting

NDE will require a brief program update due by January 30, 2020, from each district and charter that receives a subaward for State FY 20. The program update template will be provided by the Department no later than January 3, 2020. In addition, the state will pull relevant data to assist in evaluation of program efficacy.

If it is determined that a district is failing to meet expectations regarding the use of funds covered under this application the Office for a Safe and Respectful Learning Environment will work directly with subgrantees to create a collaborative action plan to support more effective implementation and use of funds.

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F. Grant Technical Assistance

All application materials and guidance documents can be found on the Department's website under the Grants tab. The Office for a Safe and Respectful Learning Environment will provide ongoing collaborative support to subgrantees as needed.

G. Review Process

Applications will be reviewed by an external team in accordance with Department policies and protocols.

H. Review Criteria

Information regarding the review of applications can be found in the Scoring Rubric included in Part IV. Additionally, approved expenses must fall within the constraints described in this RFA and all supporting documents including the Budget Instructions found in Part IV.

Applications must be completed thoroughly and accurately in order to be considered for review. Succinctness and clarity of information is encouraged in all narrative portions of the application.

I. Proposed Timeline

Date	Deadline
November 21, 2019	Application and guidance released by NDE.
December 13, 2019	Applications due to NDE on or before 5:00pm on this date.
December 16, 2019	Application components reviewed by NDE staff.
December 17-20, 2019	Applications scored by external review team.
December 20, 2019	Applicants will be notified of award status.
January 30, 2020	Program status report due to NDE (template to be provided by NDE; data to be pulled by NDE).
June 30, 2020	Final deadline for expenditures or budget encumbrances against the subgrant award for FY 20.
Sept. 30, 2020	Fiscal year 2020 Final Financial Report (FFR) due to NDE on or before this date.

PART II: APPLICATION

J. District Contact Information

District:

Superintendent:

Address:

Email:

Phone number:

Additional District Contact Information (as applicable):

District Contact Person:

Title/Role:

Address:

Email:

Phone number:

District Contact Person:

Title/Role:

Address:

Email:

Phone number:

PART II: APPLICATION

Bullying Prevention

K. Application Questions

- *Each school district will submit ONE application.*
- *All questions in each portion of the application must be addressed completely.*
- *Unsolicited attachments will not be reviewed.*
- *NDE reserves the right to require awardees to amend any and all applications before sub-grant funding is awarded.*
- **Applications must be received by the Office for a Safe and Respectful Learning Environment ON OR BEFORE December 13, 2019 by 5:00 P.M. (PDT).**

Where are you going to implement the project?

- District-wide
- At specific schools - Please provide the name(s) of the school(s) at which the project will be implemented:

Which priority are you choosing?

- The establishment of programs to create a school environment that is free from bullying and cyberbullying
- Providing training on the policies adopted by the district to prevent bullying and cyberbullying
- The development and implementation of procedures that allow students and staff to discuss bullying and cyber-bullying and the policies surrounding bullying and cyber-bullying

Amount requested?

Question1: Is the program or project evidence based? (maximum 5 points)

Question 1B: Name of proposed curriculum, program, training, or project:

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Question 2: Describe the proposed program, training, or project and the methods utilized to address or train on bullying and/or cyberbullying. (maximum 30 points)

Question 3: What does your district or identified schools hope to accomplish by implementing the proposed program, training, or project? (maximum 30 points)

Question 4: How will you measure the effectiveness of the proposed program, training, or project? (maximum 30 points)

Question 5: Budget Summary and Narrative provides requested funding interventions, strategies, and activities. Narrative is detailed. (maximum 5 points)

**PART II: APPLICATION
CERTIFICATION**

I HEREBY CERTIFY that, to the best of my knowledge, the information in this application is correct. The applicant designated below hereby applies for a subgrant of Nevada state funds for the establishment of programs to create a school environment that is free from bullying and cyber-bullying; the provision of training on the policies adopted by the school district to prevent bullying and cyber-bullying; and/or the development and implementation of procedures that allow students and staff to discuss bullying and cyber-bullying and the policies surrounding bullying and cyber-bullying.

Signature of Superintendent or Authorized Representative
Date

ASSURANCES

I HEREBY CONFIRM THAT I HAVE READ AND AGREE TO THE FOLLOWING ASSURANCES OF THIS STATE GRANT. I certify that I am authorized to submit this application, and the information submitted in the application is, to the best of my knowledge, true and accurate. I further certify that any program and activity funded by this grant will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines, instructions, and assurances.

Signature of Superintendent or Authorized Representative **Date**

PART III: GUIDANCE DOCUMENTS

Budget Instructions

Policies and Procedures

- Applicants must use the Budget Expenditure Summary and Narrative form created for and attached to this RFA. (See Appendices A)
- The attached Budget Expenditure Summary and Narrative should be completed in accordance with the guidelines established in the [NDE Chart of Accounts](#).
- Please note that indirect costs **may not** be applied to state grant funds.

Instructions

Budget Narratives:

- You must provide a thorough explanation in the narrative of the budget of how the amount being requested has been calculated for each expenditure listed in your budget.
- Be sure to provide a thorough explanation as to which month the proposed program, training, or project will occur in your narrative description.
- Be sure to include **all** relevant information, such as the names of programs/curricula with a list of any costs as well as products/deliverables that those costs include, names of vendors (if known), vendor estimates if available, or estimated costs with calculations or rates used to estimate those costs.

Scoring Rubric

Bullying Prevention Fund Account

Item in Application	Points Available	Scoring Range	Comments	Points given
Application Question 1 Is the program or project evidence based?	5 points	0 pts: Not evidence based 5: Evidence based		
Application Question 2 Describe the proposed program, training, or project and the methods utilized to address or train on bullying and/or cyberbullying	30 points	0 pts: not answered 1-15: answered only one part or unclear on utilization and additional services 16-29: answered both parts and fairly clear on utilization and additional services 30: answered both parts and very clear on utilization and additional services		
Application Question 3 What does your district or identified school(s) hope to accomplish by implementing the proposed program, training, or project?	30 points	0 pts: not answered 1-15: answer is unclear on accomplishment of implementing the proposed program, training, or project 16-29: answer is fairly clear on accomplishment of implementing the proposed program, training, or project 30: answer is very clear on accomplishment of implementing the proposed program, training, or project		

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<p>Application Question 4</p> <p>How will your district or identified school(s) measure the effectiveness of the proposed program, training, or project</p>	<p>30 points</p>	<p>0 pts: not answered</p> <p>1-15: answer is unclear on how program, training or project will be measured effectively</p> <p>16-29: answer is fairly clear on how program, training, or project will be measured effectively</p> <p>30: answer is very clear on how program, training or project will be measured effectively</p>		
<p>Application Question 5</p> <p>Budget Summary and Narrative provides requested funding interventions, strategies, and activities. Narrative is detailed.</p>	<p>5 points</p>	<p>0 pts: not answered</p> <p>3: answer is unclear</p> <p>5: answer is very clear and describes which month the proposed program, training, or project will occur in the narrative</p>		