



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Special Order Request

☐ Yes ☒ No

Time

Open Agenda

☒ Yes ☐ No

ITEM No.:

EE-2.

MEETING DATE

Oct 6 2015 10:15AM - Regular School Board Meeting

AGENDA ITEM

OPEN ITEMS

CATEGORY

EE. OFFICE OF STRATEGY & OPERATIONS

DEPARTMENT

Grants Administration

TITLE:

Florida Atlantic University Cost-Reimbursement Subaward Agreement

REQUESTED ACTION:

Approve the Agreement between The School Board of Broward County, Florida and Florida Atlantic University. The Agreement period is from July 1, 2015, through June 30, 2016.

SUMMARY EXPLANATION AND BACKGROUND:

The Florida Department of Education Centers of Excellence in Elementary Teacher Preparation grant was awarded to the College of Education at Florida Atlantic University (FAU) in an effort to improve pre-service (K-5) teacher preparation in core subject areas and to enhance field experiences. To achieve the grant priorities, the College of Education at FAU has partnered with FAU's Colleges of Science, Arts and Letters, and Honors College, the school districts of Broward and Palm Beach counties, Learning Sciences International, and New Teacher Center. As a subawardee of FAU, the District will provide data to evaluate the progress of project goals such as: 1) Improve candidate content knowledge of the increasingly rigorous requirements for K-5 students and prepare candidates for graduate coursework; and 2) Identify and train highly effective teachers to serve as cooperating teachers in accordance with Florida Statutes. This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel. This Agreement will be executed by FAU after School Board approval.

SCHOOL BOARD GOALS:

☒ Goal 1: High Quality Instruction ☒ Goal 2: Continuous Improvement ☐ Goal 3: Effective Communication

FINANCIAL IMPACT:

The positive financial impact of this project is \$105,470 from Florida Atlantic University.

EXHIBITS: (List)

(1) FAU Cost Reimbursable Subaward Agreement

BOARD ACTION:

APPROVED

(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Stephanie R. Pollard

Phone: 754-321-2260

Name: Linda Whitehead

Phone: 954-236-1327

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title

Maurice L. Woods - Chief Strategy & Operations Officer

Signature

Maurice Woods

Tuesday, September 29, 2015 10:04:39 AM

Electronic Signature
Form #4189 Revised 12/12
RWR/MLW/SP:dt

Approved In Open
Board Meeting On:

By:

OCT - 6 2015

Donna Fournier
School Board Chair

**FLORIDA ATLANTIC UNIVERSITY
COST-REIMBURSABLE SUBAWARD AGREEMENT
#SRJ89**

This Cost Reimbursable Agreement is entered into this 6th day of October 2015, in order to specify the terms and conditions under which Florida Atlantic University, acting for and on behalf of the Florida Atlantic University Board of Trustees, (hereinafter referred to as "FAU") and The School Board of Broward County, Florida (hereinafter referred to as "SBBC") will participate in the conduct of a project supported by the Florida Department of Education (hereinafter referred to as "Sponsor").

General Information:

CFDA #	84.367B	CFDA Title:	Title II, Part A, SAHES
Awarding Agency:	Florida Department of Education	Project Title:	Centers of Excellence in Elementary Teacher Preparation
Federal Award Identification #:	S367B150010	Pass Through Entity Award Period:	U.S. Department of Education
Award Number:	501-2256B-6C001		
FAU SP#:	15-042(1)	FAU Account #:	AWD-000817; TAG003664; GT000928

WHEREAS, FAU applied and Sponsor awarded a project, attached hereto (Attachment B) and incorporated by this reference, wherein FAU was to provide certain services to Sponsor; and

WHEREAS, FAU and SBBC wish to enter into a subaward wherein SBBC will provide certain services to FAU in FAU's performance of the project;

WHEREAS, SBBC agrees to abide by all of the terms and conditions of the Sponsor-FAU award;

WHEREAS, the Agreement is for work approved by Sponsor as a portion of the Project Application shown in Attachment B;

NOW, THEREFORE, the parties agree that the foregoing statements of fact are true and correct and are incorporated herein by this reference. In consideration of the covenants and conditions contained in this Agreement ("the Agreement"), and other good and valuable consideration, the adequacy and receipt of which are acknowledged, FAU and SBBC agree as follows:

Article I. Scope of Work

SBBC, as an Independent Contractor and not as an agent of FAU, agrees to provide all the necessary qualified personnel, equipment, materials (except as otherwise may be provided herein), and facilities to perform the work as described in its scope of work, which by this reference is incorporated into this Agreement as **Attachment C**.

Article II. Period of Performance

The period of this Agreement shall be from 7/1/2015-6/30/16 unless extended by written amendment to this Agreement.

Article III. Estimated Cost

FAU agrees to pay SBBC on a cost-reimbursable basis an amount not to exceed \$105,470 for the work described in Article I. Payment will be made upon receipt of SBBC's invoices.

SBBC's budget is incorporated into this Agreement as **Attachment C**. The allowability of costs will be determined in accordance with FAU's methods of determining costs under its grants and contracts with the Sponsor, and with the Sponsor's policies applicable to research projects as in effect on the beginning date of the budget period of this Agreement. Where SBBC is normally required by these current policies to seek prior approval for actions from the Sponsor, SBBC shall direct its request to the Administrative Representative of FAU.

SBBC is to submit monthly invoices to FAU on a cost reimbursable basis. Required supporting documentation, to be submitted with invoices, is clearly detailed and incorporated into this Agreement as Attachment A.

Article IV. Authorized Representatives

The authorized representatives of FAU and SBBC for technical and administrative matters shall be:

THE SCHOOL BOARD OF BROWARD COUNTY, FL

Technical Representative:

Linda Whitehead, Director
3531 Davie Road
Davie, FL 33314
754-321-5018
linda.whitehead@browardschools.com

Administrative Representative:

Robert W. Runcie
Superintendent of Schools
600 SE 3rd Avenue
Fort Lauderdale, FL 33301
754-321-2600

FLORIDA ATLANTIC UNIVERSITY BOARD OF TRUSTEES

Technical Representative:

Barbara Ridener, Associate Professor
777 Glades Road
Boca Raton, FL 33431
954-297-3588
bridener@fau.edu

Administrative Representative:

Nancy Thoman, Associate Director
Sponsored Programs
Division of Research
777 Glades Road, ADM 207
Boca Raton, FL 33431-0991
(561) 297-4237 Phone
(561) 297-2319 Fax
nthoman@fau.edu

Audit Representative:

Jim Wilkie, Director, Research Accounting
Division of Research
777 Glades Road, P.O. Box 3091
Boca Raton, FL 33431-0991
(561) 297-2606
jwilkie4@fau.edu

Article V. Reports

As stated in Article VII Section C paragraph 3, SBBC must submit its most recent audit report to the FAU Audit Representative or provide notice of the completion.

Quarterly financial reports are required by SBBC if it is not required under Article VII, entitled "Additional General Provisions", Section C paragraph 3, to submit its most recent audit report. The financial reports must be submitted to the FAU Audit Representative.

Final Progress Report - A Final Progress Report shall be submitted to the FAU Technical Representative within sixty (60) days of the close of the final project period for inclusion in the Principal Investigator's Final Progress Report.

Article VI. General Provisions

The work to be performed under this Agreement is being supported by the Sponsor under Agreement No. 501-2256B-6C001. Therefore, if applicable, the rules and regulations governing the award to FAU are by this reference hereby incorporated into this Agreement, including, but not limited to, provisions governing care and treatment of laboratory animals, civil rights and equal employment opportunity, protection of human subjects, patents and inventions (specifically the Patents Rights Clause of 37 CFR 401.14), publications and rights in data.

Article VII. Additional General Provisions

All Florida Statutes can be located at the following web site:

<http://www.leg.state.fl.us/STATUTES/>

The following general provisions shall apply to this Agreement:

A. Allowable Costs

Allowable costs shall be determined by SBBC in accordance with cost principles generally accepted by, or required to be used by, similar institutions or organizations, that are in effect as of the effective date of this Agreement.

B. Billing

Pursuant to Section 215.422(3)(b), Florida Statutes, a state agency (FAU) shall mail the SBBC's payment within forty (40) days after receipt of an acceptable invoice and after inspection and

acceptance of the research deliverables provided in accordance with the terms and conditions of this Agreement. Failure to mail the warrant within 40 days shall result in the agency paying interest in accordance with Section 55.03, Florida Statutes. A "Vendor Ombudsman" has been established within the Florida Department of Banking and Finance. The duties of this individual include acting as an advocate for vendors who may be experiencing problems in obtaining timely payment(s) from a state agency. The vendor ombudsman may be contacted at (904) 488-2924, or by calling the State Comptroller's Hot-line 1-800-848-3792.

SBBC agrees that bills and invoices for fees or other compensation for services or expenses shall cite the Subaward Agreement number and include at a minimum the current and cumulative costs (including cost sharing, if any), and certification signed by an authorized official for SBBC, as required in 2 CFR 200.415(a). Each invoice should include a unique invoice number and state the invoice period.

All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient. FAU reserves the right to reject an invoice, in accordance with 2 CFR 200.305.

The performance of FAU of any of its obligations under this Agreement shall be subject to and contingent upon the availability of funds, and the obligation of funds by the prime funding agency (Sponsor), or otherwise lawfully expendable for the purposes of this Agreement for the current and future periods. FAU shall give notice to SBBC of the non-availability of such funds when FAU has knowledge of such fact. Upon receipt of such notice by SBBC shall be entitled to payment only for those services performed and expenses incurred prior to the date notice is received.

SBBC shall submit invoices based on the payment schedule specified in Article III, Estimated Cost. A final invoice must be received within 30 days after the budget period end date. Please forward all invoices to the following e-mail addresses:

FAU Accounts Payable Department
accountspayable@fau.edu
And
Rick Laliberte, College of Education
rlaliber@fau.edu

C. Audit

SBBC shall maintain and have available for audit and inspection all administrative and financial documents, and all other records, pertinent to the financial costs allocated to this agreement for a period of three years following the termination date except that, if an audit is initiated before the expiration of the three year period, the records shall be retained until audit findings have been resolved. The above records are subject to inspection and audit by FAU, its designated representatives, representatives of Sponsor, or the Comptroller General of the United States at all reasonable times during the life of the grant and for three years thereafter.

Any costs reimbursed by FAU which are subsequently found to be disallowed under audit shall be refunded to FAU by SBBC. SBBC agrees to comply with the requirements of Uniform Guidance, found generally at 2 CFR 200, as appropriate. In cases of non-compliance with federal laws and regulations, SBBC will also provide copies of responses to auditor's reports and a plan for corrective action. All records and reports prepared in accordance with the requirements of Uniform Guidance 2 CFR 200 shall be available for inspection by FAU, its designated representatives, representatives of

Sponsor, or the Comptroller General of the United States at all reasonable times during the life of the grant and for three years thereafter.

If SBBC is required to perform an audit under Uniform Guidance 2 CFR 200, SBBC must provide FAU with notice of completion of required audits and any adverse findings which impact this subaward as required by 2 CFR parts 200.501-200.521, and will provide access to records as required by 2 CFR parts 200.336, 200.337 and 200.201 as applicable.

D. Equipment

FAU and SBBC agree that if SBBC purchases equipment under this Agreement, title to such equipment will vest in the SBBC under the same conditions as apply under FAU's grant with the Sponsor and that FAU shall have the same rights to require transfer of equipment as the Sponsor has.

E. Income

SBBC is accountable to FAU for Sponsor's share of any program-related income. FAU will be responsible for the records on the receipt and disposition of any such income. SBBC will maintain such records as are necessary for FAU to fulfill its responsibility. The disposition of the income will be in accordance with Sponsor's policy.

F. Indemnification

Each party hereby assumes any and all risk of personal injury and property damage attributable to the negligent acts or omissions of that party and the officers, employees and agents thereof. SBBC will assure that persons subcontracting with or otherwise acting or engaged to act in the instance of SBBC in furtherance of SBBC fulfilling its obligations under this Agreement will assume such risk with respect to the willful or negligent acts or omissions of their personnel. The parties further agree that nothing contained herein will be construed or interpreted as (1) denying to either party any remedy or defense available to such party under the laws of the State of Florida or its agents and agencies to be sued by reason hereon; (2) the consent of the State of Florida or its agents and agencies to be sued by reason hereon; (3) or a waiver of sovereign immunity of the State of Florida beyond the waiver provided for in Section 768.28 of the Florida Statutes.

G. Amendments

Any amendments, including renewals, alterations or modifications to the Agreement must be signed by the authorized official to this Agreement.

H. Governance

The validity, construction and effect of this Agreement shall be governed by the laws of the State of Florida. FAU, as an agency of the State of Florida, is entitled to the benefits of sovereign immunity, including immunities from taxation. In the event either party is required to obtain from any governmental authority any permit, license or authorization as a prerequisite to perform its obligations under this Agreement, the cost shall be borne by the party required to obtain such permit, license or authorization.

In accordance with Section 287.133(2)(a), SBBC certifies that to the best of its knowledge and

belief, neither SBBC nor any individual or affiliate employed by it or subcontracted by it has been convicted of a public entity crime and has been placed on the convicted vendor list in the 36-month period preceding the effective date of this Agreement.

SBBC shall allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by SBBC in conjunction with this Agreement. Refusal by SBBC to allow such public access shall be grounds for cancellation of this Agreement by FAU.

In accordance with Section 112.3185, Florida Statutes, SBBC certifies that to the best of its knowledge and belief, no individual employed by it or subcontracted by it has an immediate relation to any employee of FAU who is or was directly or indirectly involved in the procurement of the services described in this Agreement. Violation of this section by SBBC shall be grounds for cancellation of this Agreement by FAU.

SBBC may not, without the advance written approval of FAU, assign any right or delegate any duties under this Agreement nor may it transfer, pledge, surrender or otherwise encumber or dispose of its interest in any portion of this Agreement

It is understood and agreed that nothing contained in this Agreement is intended, or should be construed, as creating or establishing the relationship of partners between the parties, or as constituting SBBC as the agent or representative of FAU for any purpose in any manner whatsoever. SBBC is not authorized to bind FAU to any contracts or other obligations. SBBC shall not expressly or impliedly represent to any party that SBBC and FAU are partners or that SBBC is the agent or representative of FAU or of the Florida Atlantic University Board of Trustees for any purpose or in any manner whatsoever.

In accordance with State of Florida Executive Order 96-236, the FAU does not intend to award publicly funded contracts to those Institutions/Organizations who knowingly employ unauthorized alien workers. The FAU shall consider the employment by any Institution/Organization of unauthorized aliens a violation of section 274A(e) of the Immigration and Nationality Act. Such violation shall be cause for the unilateral cancellation of this contract.

I. Termination

FAU or SBBC may terminate this Agreement upon thirty (30) days written notice to the party's Administrative Representative. However, in the event that the Sponsor terminates the Agreement with FAU prior to the period end date, this Agreement will be immediately terminated. In the event of termination, FAU will pay for costs incurred and non-cancelable commitments as allowable under Uniform Guidance, 2 CFR 200, or 45 CFR Part 75 Appendix IX, "Principles for Determining Costs Applicable to Research & Development under Grants and Contracts with Hospitals", as applicable. SBBC will furnish all necessary reports of research completed or in progress through the date of termination.

J. Publications

Any publications resulting from this Agreement shall acknowledge the support of the Sponsor and FAU.

Certifications

SBBC certifies that:

To the best of its knowledge and belief, that it and its principals:

Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency of the United States of America;

Have not within a three-year period preceding the proposal for this project been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (U.S. Federal, State, or local) transaction or contract under a public transaction; violation of U.S. Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

Are not presently indicted for or otherwise criminally or civilly charged by a government entity (U.S. Federal, State, or local) with commission of any of the offenses enumerated in paragraph K.1.b.;

Have not within a three-year period preceding the proposal for this project had one or more public transactions (U.S. Federal, State, or local) terminated for cause or default.

It is not delinquent on the repayment of any debt(s) to the U. S. Government.

It will provide a drug-free workplace in accordance with the Drug-Free Workplace Act, 1988.

It will not conduct human subject research until the appropriate IRB of record has approved the protocol.

It has filed the assurance required under the PHS final rule entitled "Responsibilities of Awardee and Applicant Institutions for Dealing with and Reporting Possible Misconduct in Science". If SBBC does not have its own assurance, SBBC agrees to be bound by Florida Atlantic University policy.

6.a. No U.S. federal government appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress in connection with the awarding of any U.S. Federal contract, the making of any U.S. Federal grant, the making of any U.S. Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any U.S. Federal contract, grant, loan, or cooperative agreement.

If any funds other than U.S. Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the

U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress in connection with this U.S. Federal contract, grant, loan, or cooperative agreement associated with this Agreement, the undersigned shall complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents of all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by U.S. Code, Title 31, Section 1352.

7. The subrecipient shall abide by the Financial Conflict of Interest (FCOI) federal regulations (42 CFR Part 50 Subpart F and 45 CFR Part 94) revised effective September 26, 2011.

8. Contract Administration. SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.


FOR SBBC

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

By 
Donna P. Korn, Board Chair

ATTEST:


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

 9-25-15
Office of the General Counsel

FOR FLORIDA ATLANTIC UNIVERSITY BOARD OF TRUSTEES

(Corporate Seal)

Florida Atlantic University
Board of Trustees

ATTEST:

By _____
Nancy Thoman, Associate Director
Sponsored Programs Office

_____, Secretary

-or-

Witness

Witness

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by _____ of

Name of Person

_____, on behalf of the corporation/agency.

Name of Corporation or Agency

He/She is personally known to me or produced _____ as
identification and did/did not first take an oath. _____
Type of Identification

My Commission Expires:

Signature – Notary Public

(SEAL)

Printed Name of Notary

Notary's Commission No.

Attachment A

Supporting Documentation Requirements for Cost Reimbursable Subcontracts

PERSONNEL EXPENSES:

Salaries/Fringe Benefits: A payroll register or similar documentation should be kept by subcontractor and made available upon request. The payroll register should show gross salary charges, fringe benefits, other deductions and net pay.

NON-PERSONNEL EXPENSES:

Professional Services Fees (Consultant Services): The invoice must include a general statement of the services being provided. The time period covered by the invoice, as well as the hourly rate times the number of hours worked, must be stated. Supporting documentation must be included detailing the hours represented on the invoice. The State Comptroller's Office reserves the right to require further documentation on an as needed basis.

Fees: All first and third party fees collected for services rendered under this agreement must be returned to FAU or used to offset the Subcontractor's cost for operating the agreement.

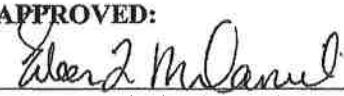

Building Occupancy: Where this is a charge supported by an allocation plan, the plan will serve as documentation of this expenditure. In all other cases, actual receipts or paid invoices are required.

Travel: Personnel performing travel under a sponsored research subcontract may be reimbursed for travel expenses in accordance with the provisions of the applicable prime contract or grant and the travel allowances established by the subcontractor.

Participant Support Costs: Participant support costs are defined as direct costs for items such as stipends or subsistence allowances, travel allowances and registration fees paid to or on the behalf of participants or trainees (but not employees) in connection with meetings, conferences and/or training projects. These costs are typically restricted and may not be transferred to other categories of expense without approval of the sponsor. Evidence of attendance of participants in the form of a daily log or similar documentation must be kept and made available upon request.

ATTACHMENT B
Sponsor Award




**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Florida Atlantic University	2 PROJECT NUMBER 501-2256B-6C001
3 PROJECT/PROGRAM TITLE Centers of Excellence in Elementary Teacher Preparation <div style="text-align: right;">TAPS 16A073</div>	4 AUTHORITY 84.367B Title II, Part A, SAHES FAIN#: S367B150010
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2015 - 06/30/2016 Program Period: 07/01/2015 - 06/30/2016
7 AUTHORIZED FUNDING Current Approved Budget: \$1,322,713.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$1,322,713.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: <u>06/30/2016</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2016</u> Last date for receipt of proposed budget and program amendments: <u>06/30/2016</u> Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date(s) for program reports: Federal Award Date : <u>07/01/2015</u> 	
10 DOE CONTACTS Program: Kay Caster Phone: (850) 245-9940 Email: Kay.Caster@fldoe.org Grants Management: Unit A (850) 245-0496	<div style="display: flex; justify-content: space-between;"> <div> Comptroller Office Phone: (850) 245-0411 </div> <div> Duns#: 004147534 FEIN#: F650385507005 </div> </div>
11 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. 	
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 40%;"> 12 APPROVED:  _____ Authorized Official on behalf of Pam Stewart Commissioner of Education </div> <div style="width: 30%; text-align: center;"> <u>7/24/15</u> Date of Signing </div> <div style="width: 20%; text-align: center;">  </div> </div>	

**INSTRUCTIONS
PROJECT AWARD NOTIFICATION**

- 1 Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2 Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3 Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4 Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5 Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6 Project Periods: The periods for which the project budget and program are in effect.
- 7 Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8 Reimbursement Options:
 - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
 - Advance Payment – Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
 - Quarterly Advance to Public Entity – For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
 - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9 Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10 DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11 DOE Fiscal Data: A unique payment number assigned by the Department of Education.
- 12 Terms and Special Conditions: Listed items apply to this project. (Additional space provided on Page 2 of 2 if needed.)
- 13 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

Please return to: Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	A) Program Name: <h2 style="text-align: center;">Centers of Excellence in Elementary Teacher Preparation</h2> TAPS NUMBER: TAPS 16A073	<div style="text-align: right;"> DOE USE ONLY RECEIVED 2015 JUL -8 AM 10:51 OFFICE OF GRANTS MANAGEMENT </div> Date Received <div style="border: 1px solid black; padding: 5px;"> Project Number (DOE Assigned) 522 - 2256B - 6001 </div>						
B) Name and Address of Eligible Applicant: FLORIDA ATLANTIC UNIVERSITY		DOE USE ONLY Total Approved Project: \$ 1,322,713						
D) Applicant Contact & Business Information <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> Contact Name: Barbara Ridener Fiscal Contact Name: Jim Wilkie </td> <td style="width: 50%; vertical-align: top;"> Telephone Numbers: 561-297-3588 561-297-2606 </td> </tr> <tr> <td style="vertical-align: top;"> Mailing Address: 777 Glades Rd. Boca Raton, FL 33431 </td> <td style="vertical-align: top;"> E-mail Addresses: bridener@fau.edu jwilkie4@fau.edu </td> </tr> <tr> <td style="vertical-align: top;"> Physical/Facility Address: 777 Glades Rd. Boca Raton, FL 33431 </td> <td style="vertical-align: top;"> DUNS number: 004147534 FEIN number: 65-0385507 </td> </tr> </table>			Contact Name: Barbara Ridener Fiscal Contact Name: Jim Wilkie	Telephone Numbers: 561-297-3588 561-297-2606	Mailing Address: 777 Glades Rd. Boca Raton, FL 33431	E-mail Addresses: bridener@fau.edu jwilkie4@fau.edu	Physical/Facility Address: 777 Glades Rd. Boca Raton, FL 33431	DUNS number: 004147534 FEIN number: 65-0385507
Contact Name: Barbara Ridener Fiscal Contact Name: Jim Wilkie	Telephone Numbers: 561-297-3588 561-297-2606							
Mailing Address: 777 Glades Rd. Boca Raton, FL 33431	E-mail Addresses: bridener@fau.edu jwilkie4@fau.edu							
Physical/Facility Address: 777 Glades Rd. Boca Raton, FL 33431	DUNS number: 004147534 FEIN number: 65-0385507							
CERTIFICATION <p>I, <u>Nancy Thoman Tracy Vuong</u>, (Please Type Name) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.</p> <p>Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.</p>								
<table style="width: 100%;"> <tr> <td style="width: 40%;"> E) <u></u> Signature of Agency Head </td> <td style="width: 60%;"> <u>ASSISTANT DIRECTOR, SPONSORED PROGRAMS</u> Title 07/06/2015 Date </td> </tr> </table>			E) <u></u> Signature of Agency Head	<u>ASSISTANT DIRECTOR, SPONSORED PROGRAMS</u> Title 07/06/2015 Date				
E) <u></u> Signature of Agency Head	<u>ASSISTANT DIRECTOR, SPONSORED PROGRAMS</u> Title 07/06/2015 Date							






OFFICE OF THE PRESIDENT

Florida Atlantic University

MEMORANDUM

TO: Mr. Tracy Vuong, Assistant Director, Sponsored Programs

FROM: John Kelly, President 

SUBJECT: Signature Authority for the Division of Research Contracts and Grants

DATE: November 1, 2014

Pursuant to section 1001.74, Florida Statutes, Florida Atlantic University Regulations 6.002 and 6.003 and Florida Atlantic University Board of Trustees Board Operating Policies and Procedures section 4.6, I hereby extend signature authority to you to bind Florida Atlantic University for all Division of Research contracts and grants. You shall have this authority as long as you maintain your employment with Florida Atlantic University as Assistant Director of Sponsored Programs. I expect you to exercise this authority in consultation with and under the supervision of the Vice President of Research, or in the absence of a person filling that position, in consultation with me.

This signature authority is to commence on the date noted above and shall supersede all prior delegations of such authority.

cc: Vice President for Research
Associate VP for Research

777 Glades Road, P.O. Box 3091, Boca Raton, FL 33431-0991 • tel: 561.297.3450 • fax: 561.297.2777

Boca Raton • Dania Beach • Davie • Fort Lauderdale • Jupiter • Treasure Coast

An Equal Opportunity/Equal Access Institution

FLORIDA DEPARTMENT OF EDUCATION
BUDGET NARRATIVE FORM
Centers of Excellence in Elementary Teacher Preparation

A) Name of Eligible Recipient/Fiscal Agent:

Florida Atlantic University

B) DOE Assigned Project Number:

522- 2256B - 6001

C) TAPS Number:

16A073

SPECIAL RULE - No single participant in an eligible partnership may use more than 50 percent of the funds made available to the partnership under this section.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
0000	110000	SALARY AND WAGES: Principal Investigator (PI) - Chair Dept. of Teaching and Learning- to oversee the proper implementation of the project. The PI is responsible for the technical compliance completion of programmatic work, fiscal stewardship of sponsor funds, and compliance with administrative requirements of the project. PI (\$107,430 @ 25%= \$26,858) <i>Deliverables 2.1-2.11</i>	0.25	\$ 26,858.00	100%	✓	✓	✓

0000	110000	<p>SALARY AND WAGES: Co-Principal Investigator (Co-PI) - Dean, College of Education - to oversee the proper implementation of the project. The Co-PI shares responsibility for the project and ensures compliance with sponsor and institutional requirements.</p> <p>Co-PI (\$191,049 @ 5%= \$9,552)</p> <p><i>Deliverables 2.1-2.11</i></p>	0.05	\$ 9,552.00	100%	✓	✓	✓
0000	110000	<p>SALARY AND WAGES: COE Faculty to work with FAU content faculty in the development of content courses in each of the core subject areas, as well as the redesign of the Element. Ed. Degree.</p> <p>Academic Year and Summer Semester Buy-out for 25 COE Faculty (average AY Salary = \$81,430 and ave. summer = \$27,143) at approximately 5.6% ea. = \$152,004</p> <p><i>Deliverables 2.1, 2.4, 2.6, and 2.8</i></p>	0.06	\$ 152,004.00	100%	✓	✓	✓

0000	110000	<p>SALARY AND WAGES: COE Staff to collaborate and work with FAU content faculty and district representatives on the development and refinement of new content courses in each of the core subject areas, as well as the redesign of the Element. Ed. Degree. Additionally, the staff will support follow-up activities to the Year 1 professional learning.</p> <p>(2) Teaching & Learning Department Staff - Associate Director for Academic & Assessment Support and Director of Clinical Placements= \$30,900</p> <p><i>Deliverables 2.1, 2.4, 2.5, 2.7, 2.8, 2.9, 2.10 and 2.11</i></p>	0.25	\$	30,900.00	100%	✓	✓	✓
0000	120000	<p>PERSONNEL SERVICES OTHER:</p> <p>Additional Compensation for FAU Content Faculty from the College of Science, Honors College, and the College of Arts and Letters to develop and refine the new content courses in each of the core subject areas (mathematics, science, social studies and English/language arts).</p> <p>(6) content faculty x \$5,000= \$30,000</p> <p><i>Deliverables 2.1, 2.4, 2.5, 2.7 and 2.9</i></p>	0.06	\$	30,000.00	100%	✓	✓	✓

0000	120000	<u>PERSONNEL SERVICES OTHER:</u> Additional compensation for COE faculty to participate in expanded LSI and/or NTC professional learning. Professional learning will include faculty from Teaching and Learning and other department faculty that teach courses in the elementary education program. (45) faculty x 5 days x \$120 daily rate=\$27,000	0.02 \$	27,000.00	100%	✓	✓	✓
0000	110000	<u>SALARY AND WAGES:</u> Project Director responsible for providing leadership and directing all aspects of the project including the day-to-day operational activities. <i>Deliverables 2.1 - 2.11</i>	1.00 \$	66,950.00	100%	✓	✓	✓
0000	110000	<u>SALARY AND WAGES:</u> Data Coordinator to design, implement, and apply sustainable computer databases to track all project activities; compile and maintain monthly statistical reports related to all project objectives and outcomes; analyze data and draft evaluative reports. The Data Coordinator will be responsible for the collection and management of all project data. <i>Deliverables 2.3, 2.4, 2.7, 2.8, 2.9, 2.10 and 2.11</i>	1.00 \$	63,860.00	100%	✓	✓	✓

Florida Atlantic University Year 2 - 16A(TBD)

0000	110000	<p>SALARY AND WAGES: SP Clerical Support to process paperwork, stipends and payroll associated with grant activities. Additional Compensation at time and a half (\$26/hr.) for an average of 5 hours per week.</p> <p><i>Deliverables: 2.1, 2.4, 2.5</i></p> <p><i>Clerical staff only available as needed to the extent of the grant.</i></p> <p>PERSONNEL SERVICES OTHER: Cost for compensating University Supervisors for participating in comprehensive professional learning on the Marzano Framework and/or NTC mentoring strategies.</p> <p>40 University supervisors x \$120 x 2 days= \$9,600</p> <p><i>Deliverables 2.4, 2.6, 2.7, and 2.9</i></p>	0.125	\$6,786	100%	✓	✓	✓
0000	120000	<p>PERSONAL SERVICES -GRADUATE ASSISTANTS: Assist with project coordination, data collection, participate in the preparation of data collection materials; assist with the organization of study related schedules and materials, and other responsibilities associated with the overall project. The students will assist with all aspects of the project and potentially conduct research for a dissertation based on the work</p> <p>(4) GAS \$5,000/semester, 3 semesters/cal yr= \$60,000</p> <p><i>Deliverables 2.3, 2.4, 2.5, 2.7, 2.8, and 2.9</i></p>	0.05	\$ 9,600.00	100%	✓	✓	✓
0000	124000		1.00	\$ 60,000.00	100%	✓	✓	✓

Florida Atlantic University Year 2 - 16A(TBD)

0000	150000	FRINGE BENEFITS: Provide Project PI fringe benefits as required by Florida statutes and FAU regulations. $\$26,858 \times 31\% = \$8,326$ <i>Deliverables 2.1-2.11</i>	0.25 \$	8,326.00	100%	✓	✓	✓
0000	150000	FRINGE BENEFITS: Provide Project co-PI fringe benefits as required by Florida Statutes and FAU regulations. $\$9,552 \times 31\% = \$2,961$ <i>Deliverables 2.1-2.11</i>	0.05 \$	2,961.00	100%	✓	✓	✓
0000	150000	FRINGE BENEFITS: Provide COE Faculty fringe benefits as required by Florida Statutes and FAU regulations. $\$152,004 \times 31\% = \$47,121$ <i>Deliverables 2.1, 2.4, 2.6, and 2.8</i>	0.06 \$	47,121.00	100%	✓	✓	✓
0000	150000	FRINGE BENEFITS: Provide Faculty attending professional learning fringe benefits as required by Florida Statutes and FAU regulations. $\$27,000 \times 10.65\% = \$2,876$ <i>Deliverables 2.1, 2.4, 2.5, 2.7 and 2.9</i>	0.02 \$	2,876.00	100%	✓	✓	✓

Florida Atlantic University Year 2 - 16A(TBD)

0000	150000	FRINGE BENEFITS: Provide COE Staff (Teaching & Learning Dept.) fringe benefits as required by Florida statutes and FAU regulations. \$30,900 x 34%= \$10,506 <i>Deliverables 2.1, 2.4, 2.5, 2.7, 2.8, and 2.9</i>	0.25	\$	10,506.00	100%	✓	✓	✓
0000	150000	FRINGE BENEFITS: Provide FAU Content Faculty (College of Science, Honors College, and Arts and Letters) fringe benefits as required by Florida statutes and FAU regulations. \$30,000 x 10.65%= \$3,195 <i>Deliverables 2.1, 2.4, 2.5, and 2.9</i>	0.06	\$	3,195.00	100%	✓	✓	✓
0000	150000	FRINGE BENEFITS: Provide Project Director fringe benefits as required by Florida statutes and FAU regulations. \$66,950 x 34%= \$22,763 <i>Deliverables 2.1 - 2.11</i>	1.00	\$	22,763.00	100%	✓	✓	✓
0000	150000	FRINGE BENEFITS: Provide Data Coordinator fringe benefits as required by Florida statutes and FAU regulations. \$63,860 x 34%= \$21,712 <i>Deliverables 2.3, 2.4, 2.7, 2.8, 2.9, 2.10 and 2.11</i>	1.00	\$	21,712.00	100%	✓	✓	✓

0000	150000	FRINGE BENEFITS: Provide SP Clerical Support person fringe benefits as required by Florida statutes and FAU regulations. \$6,786 x 10.65%= \$723 <i>Deliverables 2.1, 2.4, 2.5</i>	0.125 \$	723.00	100%	✓	✓	✓
0000	150000	FRINGE BENEFITS: Provide university supervisors participating in professional learning fringe benefits as required by Florida statutes and FAU regulations. \$9600 x 1.45%= \$139 <i>Deliverables 2.1, 2.4, 2.5</i>	0.05 \$	139.00	100%	✓	✓	✓
0000	261000	IN-STATE TRAVEL: Support Project PI, Co- PI, Project Director and /or Faculty participation in relevant conferences related to the project . The knowledge the team gains will help the institution to achieve grant objectives. <i>Deliverables 2.1- 2.11</i>	0.00 \$	12,015.00	100%	✓	✓	✓
0000	262000	OUT-OF-STATE TRAVEL: Support Project PI, Co- PI, Project Director and /or Faculty participation in out-of-state relevant conferences related to the project, including airfare, lodging, per diem, transportation, registration, and airport parking . The knowledge the team gains will help the institution to achieve grant objectives. <i>Deliverables 2.1-2.11</i>	0.00 \$	27,891.00	100%	✓	✓	✓

0000	516000	<u>INFORMATION TECHNOLOGY:</u> iPads needed to support faculty participating in the different trainings, course development and revision, as well as data collection. (20) iPad Air x \$599= \$11,980 <i>Deliverables 2.3, 2.4, 2.5, 2.6, 2.7 and 2.8</i>	0.00	\$	11,980.00	100%	✓	✓	✓
0000	341000	<u>EDUCATIONAL SUPPLIES:</u> Educational Materials and Supplies to support project requirements. <i>Deliverables 2.1, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, and 2.9</i>	0.00	\$	10,000.00	100%	✓	✓	✓
0000	225000	<u>POSTAGE:</u> Costs associated with shipping materials to the FDOE and grant partners and vendors.	0.00	\$	500.00	100%	✓	✓	✓
0000	230000	<u>PRINTING AND REPRODUCTION:</u> Costs associated with printing, reproduction, and publication of project-related documents. <i>Deliverables 2.1, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, and 2.9</i>	0.00	\$	8,700.00	100%	✓	✓	✓

0000	132700	<p>GENERAL FEES-INFORMATION</p> <p>TECHNOLOGY: Payment for services rendered for managing the daily operation of website. The webmaster will be responsible for ensuring that the web server, hardware and software are operating correctly, replying to user comments, and examining traffic through the site. This person will be responsible for all aspects of web operations.</p> <p><i>Deliverables 2.2 and 2.9</i></p>	0.00 \$	36,000.00	100%	✓	✓	✓
0000	499000	<p>OTHER CURRENT CHARGES AND OBLIGATIONS: Tuition payment for Graduate Assistants helping in the execution of the project.</p> <p>4 GAs x 9 credits x 3 semester= 108 108 x \$322= \$34,776</p> <p><i>Deliverables 2.3, 2.4, 2.5, 2.7, 2.8, 2.9, and 2.10</i></p>	0.00 \$	34,776.00	100%	✓	✓	✓
0000	132800	<p>TRAINING: Stipends for Cooperating Teachers from partnering districts participating in comprehensive professional learning on the Marzano Framework and/or NTC mentoring strategies.</p> <p>60 teachers (newly appointed as CEs) x \$120 x 8 days= \$57,600 150 teachers (Year 1) x \$120 x 2 days= \$36,000 - <i>advanced training (see)</i></p> <p><i>Deliverables 2.4, 2.6, 2.7, and 2.9</i></p>	0.00 \$	93,600.00	100%	✓	✓	✓

0000	132800	PROGRAM DEVELOPMENT: Stipends for Content Area Specialists from partnering districts to work with Course Development and Course Revision Subcommittee in the development and redesign of content courses in each of the core subject areas. (4) teachers/district representatives x \$3,000 x 2 ea. districts= \$24,000 <i>Deliverables 2.3, 2.4, 2.8, and 2.9</i>	0.00	\$	24,000.00	100%	✓	✓	✓
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0000	131302	<p>CONTRACTS WITH EDUCATIONAL INSTITUTIONS: Contracted Services with School District of Palm Beach County (SDPBC), high need LEA, to implement activities included in the project design in order to achieve expected outcomes.</p> <p>A. Project Facilitator (\$49,900)</p> <p>B. Extra Duty Days - (\$255/day x 25 days= \$ 6,375)</p> <p>C. Fringe Benefits (\$17,441)</p> <p>D. In-State and Out-of-State Travel (\$4,000)</p> <p>E. Technology Equipment (\$1,500)</p> <p>F. Training Materials and Supplies (5,000)</p> <p>G. Other Purchased Services - Teacher Recruitment, Data Collection, Project Dissemination (\$2,000)</p> <p>I. Indirect Costs @ 2.55% (\$2,199)</p> <p>This amount represents 16.5% of the funds allocated to the partnership.</p> <p><i>Deliverables 2.1, 2.3, 2.4, 2.6, 2.7, 2.8, 2.9, 2.10 and 2.11</i></p>	0.00	\$	88,415.00	100%	✓	✓	✓
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0000	131302	<p>CONTRACTS WITH EDUCATIONAL INSTITUTIONS: Contracted Services with Broward County Public Schools (BCPS), high need LEA, to implement activities included in the project design in order to achieve expected outcomes.</p> <p>A. Project Facilitator (\$69,506)</p> <p>B. Fringe Benefits (\$19,398)</p> <p>C. Training Materials and Supplies (\$5,000)</p> <p>D. Technology Equipment (\$1,500)</p> <p>E. In-State and Out-of-State Travel (\$4,000)</p> <p>F. Other Purchased Services - Dissemination Costs for recruitment; information and research/evaluation support (\$2,000)</p> <p>G. Indirect Costs @ 4.01% (\$4,066)</p> <p>This amount represents 19.7% of the funds allocated to the partnership.</p> <p><i>Deliverables 2.1, 2.3, 2.4, 2.6, 2.7, 2.8, 2.9, 2.10 and 2.11</i></p>	0.00	\$	105,470.00	100%	✓	✓	✓
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0000	131300	<p>CONSULTING SERVICES: Contracted services with Learning Sciences International (LSI) to provide instructional leadership training and support to university faculty, field supervisors, and cooperating teachers on the Marzano Teacher Evaluation Model; implementation monitoring; data analysis and reporting. This training and support for faculty will be used to enhance participants' instructional leadership and coaching skills for the duration of the project and beyond.</p> <p>This amount represents 17.7% of the funds allocated to the partnership.</p> <p><i>Deliverables 2.1, 2.3, 2.4, 2.6, 2.7, 2.8, 2.9, 2.10 and 2.11</i></p>	0.000	\$ 94,900.00	100%	✓	✓	✓
0000	131300	<p>CONSULTING SERVICES: Contracted services with New Teacher Center (NTC) to provide professional learning and support for FAU faculty, university supervisors, and cooperating teachers on mentoring and coaching strategies.</p> <p>This amount represents 21.8% of the funds allocated to the partnership.</p> <p><i>Deliverables 2.1, 2.3, 2.4, 2.6, 2.7, 2.8, 2.9, 2.10 and 2.11</i></p>	0.000	\$ 116,880.00	100%	✓	✓	✓

0000	810010	INDIRECT COSTS: Indirect Costs associated with project implementation @ 5%. This amount excludes partnering districts, SDPBC and BCSD as they are charging indirect costs. All other costs are eligible. MTDC 1,075,074 @ 5% = \$53,754	0.000	\$ 53,754.00	100%	✓	✓	✓
D) TOTAL				\$ 1,322,713.00				

DOE 101S- Print version - Page 1 of 2
September 2011

DOE USE ONLY (Program)

I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable and necessary as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Printed Name:

Kay Carter

Signature:

Kay Carter

Title:

Educational Policy Consultant

Date:

7/20/15

DOE USE ONLY (Grants Management)

I certify that the cost for each line item budget category has been evaluated and determined to be allowable as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Printed Name:

FABIO A VARGAS

Signature:

FABIO A VARGAS

Title:

EDUCATIONAL CONSULTANT

Date:

7/23/15

DOE 101S- Print version - Page 2 of 2
September 2011

Centers of Excellence in Elementary Teacher Preparation
Deliverables, Schedules, and Timelines Report, Year 2 (2015-2016)
Florida Atlantic University

Goal	Year 2 Scope of Work	Tasks	Deliverables	Timeline
Disseminating and sharing information about the project to appropriate populations, including website resources. 1. Reporting ongoing progress in meeting the proposal's goals. 2. Posting aggregated data collected from the evaluation plan. Strengthening partnerships with cooperating school districts.	2.1 Oversight Committee	Schedule bi-monthly meetings with FAU staff, partner school districts and vendors to review program updates, data collection, and progress	Meeting agenda/minutes/outcomes	Bi-monthly; 7-20-15 (first meeting of fiscal year 2)
	2.2 Maintain updated website	Post monthly updates to include program updates and highlights and information about pre-service teachers, clinical educators and university supervisors	Updates on the EXCEED website and Facebook	July 2015 and ongoing
	2.3 Demographic information	Collect demographic information on new pre-service teachers and recent graduates	Demographics and program questionnaire	July 2015 & ongoing
Improving and/or enhancing pre-service teachers culminating field experiences.	2.4 Pre-service & Cooperating teacher interview/survey tools	Development and revision of data collection tools to determine coordinated by COE	<ul style="list-style-type: none"> Interview questions Survey tool 	Oct. 2015 & April 2016
Training postsecondary and school district supervising teachers in a research-based approach for instructional leadership including coaching skills.	2.5 Cooperating Teacher (n=200/Student Teacher selection (n=200+))	<ul style="list-style-type: none"> Engage cooperating teachers and practicum placement teachers in professional learning. Selection and assignment of student teachers and practicum students to 	<ul style="list-style-type: none"> Rosters and documentation of professional learning participation Student Teacher and Practicum Student Placements to participating clinical educators and university supervisors 	May 2015 & Nov. 2015 & June 2016

Centers of Excellence in Elementary Teacher Preparation
Deliverables, Schedules, and Timelines Report, Year 2 (2015-2016)
Florida Atlantic University

Identifying effective and highly effective teachers to serve as cooperating teachers.		trained and qualified educators		
Placing pre-service educators in culminating field experiences before the start of the school year in which their culminating field experience occurs. Strengthening partnerships with cooperating school districts.	2.6 Supervise student teachers	<ul style="list-style-type: none"> • Conduct regular classroom visits with partners • Engage LSI and NTC for on-site coaching of cooperating teachers and university supervisors to improve feedback to pre-service teachers 	<ul style="list-style-type: none"> • iObservation® • Collaborative Assessment Log (CAL) feedback for each student teacher 	Sept. 2015 & ongoing
	2.7 Pre-service teacher data collection	Collect data on pre-service teachers	<ul style="list-style-type: none"> • iObservation® • Collaborative Assessment Log (CAL)- New Teacher Center Tool • Student surveys • Video • Analysis of Student Work (ASW-NTC tool) for student value-added growth measures 	Sept 2015 & ongoing
	2.8 Data analysis	<ul style="list-style-type: none"> • Gather qualitative and quantitative data • Enter data and develop reports • Analyze data 	<ul style="list-style-type: none"> • See section 2.7 for data collection items • Data sets • Committee reports • OC/COE revise as appropriate 	Aug. 2016 Nov. 2016 Feb. 2017

**Centers of Excellence in Elementary Teacher Preparation
Deliverables, Schedules, and Timelines Report, Year 2 (2015-2016)
Florida Atlantic University**

				May 2017
Disseminating and sharing information about the project to appropriate populations, including website resources. 1. Reporting ongoing progress in meeting the proposal's goals. 2. Posting aggregated data collected from the evaluation plan. Strengthening partnerships with cooperating school districts.	2.9 Dissemination	<ul style="list-style-type: none"> • Make program revisions based on data and input from stakeholders • Post evaluation reports and data collection on the EXCEED website • Seek opportunities to jointly analyze data and present data with partners 	<ul style="list-style-type: none"> • Data sets • Website materials and presentations 	Sept. 2015 & Ongoing
Implementing an evaluation plan for measuring and documenting growth in pre-service K-5 teachers' content knowledge and instructional practices in the core content areas, as measured by impact on student learning.	2.10 Evaluation Plan	<ul style="list-style-type: none"> • Develop plan for evaluation • Finalize content courses • Obtain approval for program redesign • Establish baseline data for content knowledge and instructional practices 	<ul style="list-style-type: none"> • Content Course Syllabi • Redesigned Elementary Ed. Program • Content Assessment Results • Evaluation 	January 2016

SCOPE OF WORK—School Board of Broward County, FL

FAU EXCEED Year 2

Primary Granting Institution: Florida Atlantic University

PI: Barbara Ridener, Ph.D.

Budget Period: 7/1/2015 – 6/30/2016

The School Board of Broward County, Florida is a partner for this project. In all years the district will:

- Participate in bi-monthly Oversight Committee meetings for the planning and implementation of the project
- Serve on sub-committees for program design and implementation
- Provide placements for pre-service teachers
- Provide cooperating teachers
- Utilize the Marzano Teacher Evaluation Model® and iObservation® tool
- Participate in project's professional development activities, including train-the-trainer training in Year 3
- Gather and share data with partners
- Share information to post on project website
- Participate in the writing of annual and final reports
- Participate in the dissemination of study outcomes through conference presentation and publications
- Provide support and professional learning to cooperating teachers
- Coordinate visits to participating schools
- Maintain accurate records of the technology purchased by the school district through the grant to facilitate the observations and feedback

Detailed Budget

Organization Name	The School Board of Broward County, FL	From:	07/01/2015
Principal Investigator / Project Manager	Linda Whitehead	To:	06/30/2016
Project Title	Centers of Excellence in Elementary		

PERSONNEL

Name	Role	% Effort on Project	Base Salary	Salary Requested	Fringe Benefits	Total
Project Facilitator		0.00%	\$ 69,506.00	\$ 69,506.00	\$ 19,398.00	\$ 88,904.00
		0.00%				\$ 0.00
		0.00%				\$ 0.00
		0.00%				\$ 0.00
		0.00%				\$ 0.00
Subtotal - Personnel				\$ 69,506.00	\$ 19,398.00	\$ 88,904.00

EQUIPMENT

Subtotal - Equipment	\$ 0.00

SUPPLIES

Technology Equipment	\$ 1,500.00
Training Materials and Supplies	\$ 5,000.00
Subtotal - Supplies	\$ 6,500.00

TRAVEL

In state and Out of state travel	\$ 4,000.00
Subtotal - Travel	\$ 4,000.00

OTHER EXPENSES

Dissemination costs for recruitment, information and research/evaluation support	\$ 2,000.00
Subtotal - Other Expenses	\$ 2,000.00

Total Direct Cost	\$ 101,404.00
Facilities and Administration Costs (Indirect Cost Rate)	Rate 4.01%
Total Cost for Budget Period	\$ 105,470.00