CALIFORNIA ACADEMIC PARTNERSHIP PROGRAM

REQUEST FOR PROPOSAL

TITLE: Capacity Building Grant for Implementing the Common Core State Standards

Date: April 2nd, 2013

To: Superintendents of county offices of education
Superintendents of districts with a high school in deciles one through five on the Academic Performance Index (API)
Principals of comprehensive high schools in deciles one through five on the API

From: California Academic Partnership Program (CAPP)

RE: Statement of Interest: Implementing the Common Core State Standards

1. **What is the Purpose of the Capacity-Building Grant?**

   The purpose of these capacity-building grants is to enable one or more secondary schools to form a partnership with a local community college(s) for the purpose of identifying local needs and fostering understanding around implementation of the Common Core State Standards (CCSS). At the end of the capacity-building grant period, Capacity-Building Grant Site Teams will be eligible to apply to become a CAPP Common Core Implementation Demonstration Site. All sites will be encouraged to apply. If a Site Team chooses to submit a proposal to become a CAPP Common Core Implementation Demonstration Site, that team will then be required to identify a baccalaureate-granting partner. If a Site Team is unable to submit a proposal, it will be required to complete a written report, in a format prescribed by CAPP, detailing how the CAPP Capacity-Building Grant funds were used in preparation for the CCSS implementation.

2. **Who Should Apply and What is Expected?**

   High schools in deciles one through five on the Academic Performance Index (API), according to the most recently published data, that are deeply committed to fostering student academic improvement, supporting collaborative professional development, and becoming a CAPP Common Core Implementation Demonstration Site, should apply.

   The Capacity-Building Grant is intended to begin the process whereby teams of teachers, leaders, and administrators collaborate with local community colleges initially and, with baccalaureate degree-granting institutions ultimately, to strengthen student learning, as defined by the Common Core State Standards. An overarching goal of the grant is to
improve successful matriculation of students to college and careers. Capacity-Building Grant activities are expected to include:

a. Collaboration by faculty and administrators from at least one high school and at least one community college to assess local student academic needs to meet Common Core State Standards and identify areas of focus for common core implementation. Ideally, faculty from baccalaureate-granting institutions would begin to participate at this stage, but participation at this point is not required;

b. Selection of measurable goals and data to be collected and analyzed to determine improvements in student preparation for college and careers, and the impact of CCSS implementation strategies and interventions;

c. Identification of strategies and interventions to be implemented to improve student readiness for college and the world of work;

d. Commitment from faculty at a baccalaureate-granting institution to participate if the high school is awarded a CAPP Common Core Implementation Demonstration Site grant; and,

e. Submission of a proposal to become a CAPP Common Core Implementation Demonstration Site or a report of activities during the capacity building phase.

Being granted a Capacity-Building Grant does not guarantee funding to become a CAPP Common Core Implementation Demonstration Site; however, only schools awarded a Capacity-Building Grant will be considered for a site demonstration grant.

3. **What Will the Capacity-Building Grant Provide?**

The CAPP Capacity-Building Grant will provide $11,000 over the course of four months. The funds will support sites in forming collaborative teams and convening key stakeholders who will facilitate and document the work described in Section 2, a.-e. The grant will also provide funds for site teams to write a proposal to become a CAPP Common Core Demonstration Site.

Capacity-Building workshops and CAPP coaching support will be provided to help grant recipients build capacity for CCSS implementation and better understand CAPP’s expectations for Common Core Implementation Demonstration Sites. These activities will be funded directly by CAPP in addition to the grant funds.

4. **What is California Academic Partnership Program (CAPP)?**

The California Academic Partnership Program is administered by the California State University system and is an intersegmental effort of secondary schools and postsecondary institutions. The California Legislature created CAPP in 1983 to develop cooperative partnerships to improve instruction and to prepare more students for postsecondary
A hallmark of CAPP has been teacher collaboration, leadership capacity-building, and sustainability of CAPP-supported activities after grant funds have been expended. In the last decade, CAPP has funded projects focused on improving the high school curricula and support services for students in lower performing schools (deciles one through five on the API), with the goal of increasing the number of students eligible for college admission and prepared to do college-level work. CAPP has provided resources to schools to implement standards-based instruction and assessments in mathematics and English-language arts, improve student performance on the California High School Exit Examination and other indices of student achievement, build professional learning communities and increase leadership capacity.

5. **What is the Rationale for Capacity-Building Grant?**

The impending implementation of Common Core State Standards (CCSS) in 2014 offers CAPP an opportunity to undertake a new initiative designed to facilitate understanding of the CCSS by faculty at secondary and post secondary levels. Given that the designated purpose of the Common Core is to “prepare students for college and careers,” the curricular and instructional articulation from secondary school through community colleges to baccalaureate-granting institutions will be more essential than ever before. As such, CAPP hopes to facilitate the implementation of the CCSS by funding Capacity-Building Grants to schools that are willing to form a partnership consisting of one or more secondary schools and the school district, and one or more community colleges, to identify local CCSS implementation needs. CAPP hopes that these grantees will eventually identify one or more baccalaureate-granting institution partners and apply to be a CCSS Implementation Demonstration Site.

6. **What is the Purpose of the CCSS Implementation Demonstration Sites**

These partnerships or consortia shall utilize classroom teachers and postsecondary faculty to design innovative ways to implement the CCSS along with providing professional development with specific attention paid to local policy issues and concerns, including, but not limited to:

- Academic Literacy
- Academic Support
- College Pathway Courses
- Computer Adaptive Assessment
- Continued Cycles of Improvement
- Counseling
- Dual Language Learners (Long Term English Learners, Academic Language Needs)
- Equity and Access
- Interdisciplinary Literacy
- Transfer Degrees
Additionally, CAPP encourages the consortia to be creative in choosing among a broad range of implementation strategies and activities such as:

- Team-teaching involving faculty from the three educational levels;
- Developing common local assessments;
- Guaranteeing admission and/or transfer through institutional agreements;
- Conducting campus visits by former students from the secondary schools;
- Sharing facilities;
- Designing mutually beneficial professional development opportunities;
- Aligning placement test exemption criteria across educational levels; and,
- Exploring common course placement criteria in higher education based on student achievement in secondary school, including course completion and test scores.

By creating a seamless path for students to become better prepared academically and have greater post-high school choices, these grants will also benefit the higher educational segments by building on many of their current collaborative initiatives.

Because this initiative requires the active involvement of local community colleges and baccalaureate-granting institutions in the implementation of the CCSS, local consortia would be able to include postsecondary indicators in its assessment of high school programs, postsecondary progress, and intersegmental accountability monitoring.

The California State University has several efforts underway to which this CAPP initiative would align, including the implementation of Senate Bill 1440, the Early Assessment Program, the Early Start Program, and the Graduation Initiative. The California Community Colleges participate in several of these efforts as well.

This initiative will support and promote efforts across the state that are related to increasing baccalaureate degree attainment through a community college pathway as a legitimate, effective, and cost-efficient means to that goal. As accessibility to the public universities in the state has decreased and the cost associated with that pathway has increased in recent years, the community college pathway has become a more attractive and viable option. However, for it to be cost-efficient, students need to enter the community colleges prepared to enroll and succeed in college credit-bearing courses. That necessity will require a strong collaboration between secondary school and community college educators and counselors.

### Schedule of Events: 2013

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<tr>
<th>Date</th>
<th>Activity/Event</th>
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<tr>
<td>April 2(^{nd})</td>
<td>RFP Release</td>
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<td>April 15(^{th}) - 17(^{th})</td>
<td>Three Regional Informational Meetings (optional)</td>
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<td>April 19(^{th})</td>
<td>Conference Call (optional)</td>
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May 6th, 5:00 p.m. | Proposals due to CAPP
June 7th | Notification of Award
July | Comprehensive RFP Released
July, August | Required Grant Institutes
October | Proposals due to CAPP
November | Notification of Awards as a Demonstration Site

8. **Funding and Grant Terms**

The Capacity-Building Grants will be awarded to up to 30 high schools. CAPP will endeavor to ensure representation across the following variables: geography, student diversity, school size, urban/rural, API deciles one through five.

CAPP funds from this Capacity-Building Grant are to support human resource expenses needed to meet the grant’s purpose. For example, allowable expenditures for this capacity-building grant include travel to CAPP institutes, meetings of the partnership team, as well as extra duty pay for teachers and faculty contributing to the grant.

Additionally, the initial grant will require the active involvement of the high school principal, a site leadership team consisting of key mathematics and English teachers, the superintendent or district-level representative, and one or more postsecondary administrative partners from the community college, as well as subject matter faculty.

Schools awarded the grant will be required to send their leadership team to 3 required summer workshops. The summer workshops will be scheduled for July and August, exact dates and locations have not yet been determined. The workshop will address assessment and evaluation, building post secondary partnerships, and completing a needs assessment. Each school in the grant will be expected to have the site administrator, one lead math teacher and one lead English teacher attend the workshops.

9. **Becoming a CAPP Common Core Implementation Demonstration Site**

At the end of the Capacity-Building Grant period, each grantee will be eligible to submit a proposal to become a CAPP Common Core Implementation Demonstration Site. Under this grant, school and postsecondary partners will have professional learning opportunities, release time, and time to collaborate systemically to implement Common Core State Standards successfully.

From the applicants who submit proposals, CAPP will select and fund up to 10 Demonstration Sites at an annual amount of $80,000 for up to five years. Demonstration Sites will be required to do a self-evaluation as well as contribute to an independent evaluation. Results and knowledge from this initiative will be shared statewide.
10. **Capacity-Building Grant Application Content**

List of capacity-building grant team members, including names and titles of school district, community college participants, names of high school(s) and principal(s), names and teaching position of teacher leaders

Description of the extent to which there is a history of collaboration between the school or school district and the community college(s)

Description of an initial evaluation plan, including the data to be collected and used to determine the impact of interventions on student preparation for college and career

Discussion of knowledge that the district, the community college initially, and the baccalaureate-granting institution ultimately, hopes to gain from collaborating and the ways that this experience might impact the progression of students through their educational system.
CALIFORNIA ACADEMIC PARTNERSHIP PROGRAM

Capacity Building for Implementing California’s
Common Core State Standards

Due by May 6, 2013 5:00 p.m.

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<td>Campus Contact person</td>
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<td>Post Secondary Partner</td>
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<td>Authorizing Administrative Signature from the High School or the District</td>
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The application will consist of the cover page that lists the capacity-building grant team members, including names and titles of school district, community college participants, names of high school(s) and principal(s), names and teaching position of teacher leaders along with an authorizing signature.

The second part of the grant is 3 to 5 pages, briefly describing your campus’s plans for a Capacity Building CAPP grant for implementing California’s Common Core State Standards responding to the following:

Description of the extent to which there is a history of collaboration between the school or school district and the community college(s).

Description of an evaluation plan, including the data to be collected and used to determine the impact of interventions on student preparation for college and career.
Discussion of knowledge that the district, the community college initially, and the baccalaureate-granting institution ultimately hopes to gain from collaborating and the ways that this experience might impact the progression of students through their educational system.

Please submit the requested information to (capp@calstate.edu), CSU CAPP Office, no later than 5:00 p.m. on Monday, May 6, 2013. Responses are limited to three pages. Please format the responses using 12 point font, double spacing, and 1-inch margins.
Regional Informational Meetings
There will be three regional meetings to further discuss the RFP and what needs to be submitted to the CAPP office to be considered for this award. The Regional meetings are informational and are not required for submission; however, if you plan on attending please email the CAPP office at capp@calstate.edu with the regional meeting you will be attending and the number of people you plan on bringing to the meeting no later than April 8, 2013.

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<tr>
<th>Los Angeles</th>
<th>Fresno</th>
<th>Sacramento</th>
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<tr>
<td>CSU Chancellor's Office 401 Golden Shore Long Beach CA 90802</td>
<td>UC Merced Center, Fresno 550 E. Shaw Avenue, Suite 100 Fresno, CA 93710</td>
<td>California Department of Education 1430 N Street, Sacramento, CA 95814. (State Board Room) Sacramento, CA 95814-5901</td>
<td>Toll-Free dial-in number: 1-866-285-7780 Access Code: 9748896</td>
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<td>April 15, 2013</td>
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If you are unable to attend a regional meeting, a conference call will be held on Friday, April 19, 2013, from 10 a.m. - 12 p.m., with an overview presentation and answers to questions regarding information requested in the RFP. For other questions about the Capacity Building Grant and this funding process, please contact Zee Cline at zcline@calstate.edu.