

**New Hampshire Department of Education
Expanded Adult Diploma Program Credit Options Discretionary Grant
Bureau of Adult Education
February 9, 2022**

Summary: The New Hampshire Department of Education (NHDOE) is issuing a request for applications (RFA) for the provision of expanding credit options for Adult Diploma Students.

Dates: Application available February 9, 2022. Applications will be reviewed on a rolling basis. Awardees will be notified within two weeks of review.

Purpose of the Program: The purpose of this discretionary grant is to target State Adult Education funds to eligible Adult Diploma Program in support of expanding opportunities for students to earn credits toward a diploma by increasing staff capacity.

As of the end of FY22 Q2 (December 31, 2021), the Adult Diploma Program enrollment was at 69% of the entire FY21 enrollment. Historically, second semester has shown an increase in enrollment over the first semester because of the number of dual-enrolled students who need additional credits in order to graduate with their cohort.

Eligibility: All Bureau-funded Adult Diploma Programs with an approved FY22 budget in the Grants Management System that have a demonstrated need for funding to expand credit earning options prior to June 30, 2022 due to an anticipated increase in enrollment.

Total Funding Available: \$300,000.00

Estimated Award Amounts: There is no minimum or maximum award.

Provision of Services: Funds must be obligated by June 30, 2022 and submitted for reimbursement in the Grants Management System by August 15, 2022.

For Further Information: contact Sarah Wheeler, Sarah.L.Wheeler@doe.nh.gov or 603-271-6701.

Submission: See attached application.

This grant program has one absolute priority. Applicants must meet the absolute priority.

Absolute Priority: Expanded credit options for Adult Diploma students. This grant priority focuses on expanding the available credit earning opportunities offered by Adult Diploma programs during the second semester of FY22 in order to meet increasing student needs.

Funding may be used for, but is not limited to, the following:

- Costs associated with adding new in-person, hybrid or hyflex course offerings including salary, benefits, instructional materials
- Costs associated with providing support for either accelerated course completion or additional distance learning credits attempted including providing open, facilitated computer lab hours, tutors for individuals or small groups and/or additional instructor hours.
- Staff time to implement the use of Alternative Credits under Ed 702.06 including the creation of competency-based assessments, project-based learning for credit, supervision/oversight for credits earned through work-based experiences or direct facilitation of apprenticeship opportunities for credit.

Applicants must provide details on the strategies proposed to increase the number of credit earning options for Adult Diploma students which may include, but are not limited to:

- Adding new courses
- Adding additional sessions of existing courses (i.e. a second class of English 10)
- Increasing class size through the use of a second instructor or classroom aide
- Increasing student course load through more instructor-led classes, additional distance learning classes, awarding of alternative credits, or creating opportunities for independent study as appropriate.
- Developing a system to utilize alternative credit options as listed in Ed 702.06

Applicants must have a demonstrated need for increased capacity. This may include enrollment data from first semester and anticipated enrollment data from second semester.

Applicants must identify the performance measures and outcomes anticipated from this grant award by June 30, 2022. This may include, but is not limited to:

- Increased number of attempted and earned credits as documented in the LACES data system
- Increased measurable skill gains including educational functioning level gain, HSE/HSD credentials, and/or entrance into postsecondary education or training prior to the end of the program year
- Increased outcomes including HSE/HSD credentials, entrance into postsecondary education or training after exit and/or postsecondary credential attainment.

Scoring Process: Grants will be scored by at least two peer reviewers according to the criteria below. Scores will be averaged into one overall score. Funding will be dispersed for each application of sufficient quality, which may be determined by applications scoring above 70 total points. Awards will be dispersed based upon the order of the applications received until funds are depleted. Therefore, not all applications will be funded unless the total requests are less than or equal to the total amount of funding for this discretionary grant.

In the event that the applicant does not score a minimum of 70 total points, the Bureau has the option to provide technical assistance and request that the application be resubmitted.

Scoring Criteria: Adult Education – Expanded Credit Options 2022 New Hampshire Dept. of Education

Criteria	Points				
Application meets the requirements of expanding credit options for ADP students	24 points Application supports absolute priority completely	18 points Application supports absolute priority to a strong degree	12 points Application supports absolute priority to a moderate degree	6 points Application supports absolute priority to a minimal degree	0 points Application does not support absolute priority
Applicant has identified the strategies for how the proposed funding will increase the number of credit earning options for ADP students.	24 Points Explanation is clear and compelling with supporting detail; multiple strategies or a variety of options proposed.	18 points Explanation is clear with some supporting detail; several strategies or options proposed.	12 point Explanation is included; lacks supporting detail; or only one strategy or option provided.	6 points Explanation does not support the grant activity; proposal may not connect to increasing credit options	0 points Applicant does not explain how funding will expand credit options.
Applicant demonstrates a need for increased capacity	24 points Applicant provides solid enrollment trending data over several years; a detailed explanation for anticipated increase; and/or documentation of inability to current meet student credit needs without additional funding.	18 points Applicant provides solid enrollment data from FY22 S1; an explanation for anticipated increase; and or detailed description of inability to meet student credit needs without additional funding.	12 points Applicant provides some current and anticipated enrollment data; and/or limited description of need for increased capacity.	6 points Applicant provides little to no data current or anticipated enrollment; and/or narrative explanation of need for increased capacity only.	0 points Applicant does not demonstrate a need for increased capacity.
Performance measures and outcomes align with the program activity	12 points Performance measures are clearly written, align with the program activity and outcomes; includes detailed evaluation schedule.	9 points Performance measures align with the program activity and outcomes; evaluation schedule is vague.	6 points Performance measures show some alignment with the program activity or outcomes; evaluation schedule is not included.	3 points Performance measures are included; however the measures do not align with the program activity or outcomes	0 points Performance measures and outcomes are not included or are very general.
Budget	16 points The budget is reasonable, necessary and complete; and is directly related to the expansion of credit options.	12 points The budget is complete; and is directly related to the expansion of credit options.	8 points The budget is included; is unreasonable for the activity or includes non-directly related costs.	4 points The budget is incomplete or inconsistent with activity	0 points The budget is not included, is not reasonable or necessary, and/or does not support the activity
TOTAL	100 Points				

NH Adult Education

Adult Education – Expanded Adult Diploma Credit Options Grant Application

February 9, 2022

Email completed application to: AdultEd@doe.nh.gov Awards made on a rolling basis.

Center Name:		Date:	
Person Completing Application:		Email:	
Eligibility			
<input type="checkbox"/>	I confirm that this center is a Bureau-funded Adult Diploma Program		
<input type="checkbox"/>	I confirm that this center has an approved FY22 budget in the Grants Management System.		
Absolute Priority			
1. Please provide a brief summary of your proposal to meet the absolute priority of expanding credit options for ADP students.			
2. Please describe the strategies for using the proposed funding and how they will increase the number of credit earning options for Adult Diploma students.			
3. Please provide past, current and anticipated enrollment data that demonstrates the need for increased capacity in order to expand credit earning options. Describe why the center cannot meet student credit needs without this additional funding.			
4. Please describe the performance target(s) that the proposed funding is designed to meet by June 30, 2022. Please include how the target(s) align(s) to the proposed activities including how and when the outcomes will be evaluated.			
5. Please list the name of specific courses and/or credit options proposed to be used for increasing capacity for earned credit.			
1.			

Budget

6. Please include a detailed budget and budget narrative explaining any calculations using the following GMS Categories and line items as applicable.

Category	Line Item	Amount	Narrative Description
Administrative	Salary		
	Benefits		
Support	Salary		
	Benefits		
Instructional	Salary		
	Benefits		
	Professional Technical Services		
	Property Services		
	Other Purchased Services		
	Supplies		
	Property		
	Other Objects		
	Other Uses of Funds		
Indirect Costs	Indirect Costs		Please enter DOE approved rate here:
Total Amount Requested			