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SAHE Monitoring Protocol: Fillable Information

Question 1	The SAHE manages a competition to award grants to carry out appropriate professional development activities. <ul style="list-style-type: none">• Most Recent Request for Proposals• Review Instructions and Evaluation Rubric• Names and Affiliations of Reviewers• Geographic Distribution• Timeline – Source: RFP	Tab 1
Question 2	The SAHE works in conjunction with the SEA (if the two are agencies) in awarding the grants. <ul style="list-style-type: none">• SEA/SAHE Joint Work on Grant-making Priorities• SEA Personnel Participation in Competition Process	Tab 2
Question 3	The SAHE awards grants only to eligible partnerships that include at least an institution of higher education and the division of the institution that prepares teachers and principals; a school of arts and sciences; and a high need LEA. <ul style="list-style-type: none">• Definition of Required Partnerships – Source: RFP• List of High Need LEA’s – Source: RFP• SAHE Definition of “high percentage of teachers:” not applicable to CT	Tab 3
Question 4	The SAHE ensures that each partnership awarded a grant engages in eligible activities. <ul style="list-style-type: none">• Appropriate Use of Funds – Source: RFP Budget Instructions• Allowable Use of Grant Funds: 2009 Project Budgets and Narrative Budget Summaries (8)	Tab 4
Question 5	The SAHE has procedures in place to ensure that no partner uses more than 50 percent of the funds in the grant.	Tab 5
Question 6	The SAHE regularly and systematically monitors grantees for compliance with Federal statutes and regulations, applicable State rules and policies, and the approved subgrantee application, as required by EDGAR. <ul style="list-style-type: none">• Monitoring Plan – Source: RFP• Monitoring Instruments<ul style="list-style-type: none">- Required Reports for SAHE- Evaluation Team Instruments• Monitoring Schedules<ul style="list-style-type: none">- SAHE- SAHE Evaluation Team• SAHE Coordinator Monitoring of 2008 Project Balances and Drawdowns	Tab 6
Question 7	For each currently funded project, complete the grid below (If the SAHE already publishes this information in another format, that format will be acceptable, as long as all of the required information is included.)	Tab 7