



ESTADO LIBRE ASOCIADO DE PUERTO RICO
CONSEJO DE EDUCACIÓN SUPERIOR DE PUERTO RICO
División de Administración de Programas de Apoyo a la Educación

INDIVIDUAL EVALUATION OF PROPOSAL # NCLB-09-_____

Institution Representing the Partnership: _____

Proposal Title: _____

| Criteria | Maximum Score | Score |
|--|----------------------|--------------|
| Needs Assessment | 15 | |
| Cooperative Planning | 5 | |
| Goals, Objectives and Expected Outcomes | 7 | |
| Instructional Plan | 35 | |
| Management Plan | 20 | |
| Recruitment, Selection and Retention Plan | 5 | |
| Proposed Budget | 13 | |
| TOTAL SCORE | 100 | |

Reviewer:

Name: _____

Signature: _____

Date: _____

PROPOSAL EVALUATION

Please explain the **specific** reasons for awarding the score under each criterion, as reported on the front page.

NEEDS ASSESSMENT:

- The proposal shall demonstrate that proposed instructional activities respond to the specific needs assessment of the target population of public/private teachers/principals and private teachers/principals.
- The proposal shall include evidence of how students learning needs were assessed, which may include assessment of grade level student performance on end-of-grade or course tests or other for the proposed service area.
- The proposal shall identify the specific needs of the targeted population for content knowledge and instructional skills improvement of teachers, or for instructional leadership skills improvement of principals; and shall evidence how these needs were assessed.

Comments:

COOPERATIVE PLANNING:

The proposal shall duly explain and evidence the participation of the three partners (the school that prepares teachers and principals, the arts/sciences school, and the school district (in the planning and designing of the proposed project.

Comments:

GOALS, OBJECTIVE AND EXPECTED OUTCOMES:

- The proposal shall demonstrate that its goals and objectives are congruent with the needs revealed in the assessment.
- The proposal shall include goals and measurable objectives that emphasize conceptual mastery of content knowledge, skills and attitudes according to the needs revealed in the assessment.
- It shall include a description of its impact on school and student academic achievement.

Comments:

INSTRUCTIONAL PLAN:

- The proposal shall explain the rationale of the selected activities and demonstrate its correlation with the needs to be addressed and the project goals and objectives.
- It shall include a description of the up-to-date scientific research based instructional strategies to be incorporated, an explanation of why the strategies are expected to improve the academic achievement of students with diverse needs, and a list of up-to-date research references (in an appendix) which justify the use of these strategies.
- It shall explain how it will contribute to attain the expected impact on schools and students academic achievement.
- It shall include a detailed scope and sequence of training topics, and explain the justification of its components.
- It shall explain how its activities are aligned with the Puerto Rico Department of Education academic content standards and student academic achievement standards.
- It shall describe practical approaches rather than theoretical ones.
- It shall include a plan for making effective use of technology as a tool for enhancing the targeted subject; examples of educational technologies which could be used appropriately and effectively in classroom may include computers, calculators, CD Rom, video discs, telecommunications, e-mail, digital cameras, etc.
- It shall describe the partner's participation in the instructional activities and follow-up visits.
- It shall include a syllabus for each academic credit course and the outline or brief explanation of each workshop.
- It shall have a clear understanding of the purpose of the achievement dissemination activity.
- It shall assure that the schools are fitted to install and use the educational technology and/or software to be bought for the project activities.

The reviewer will determine the pertinence and particular advantages of the proposed activities regarding the assessed needs and the Puerto Rico Department of Education professional and academic standards.

Comments:

MANAGEMENT PLAN:

- The management plan shall demonstrate the project feasibility, taking into consideration the length of time and resources available.
- It shall present a high quality plan for using resources and personnel to achieve objectives.
- It shall include a description of the responsibilities of all personnel and ensure that there are no

duplicated responsibilities.

- It shall explain all partner's commitment to and participation in the implementation of the proposed project by the level of involvement each one will have in the proposed activities and procurement of expected outcomes, and the support each will provide, whether with funding, in-kind resources, and specific facilities or other.
- It shall include a description of the timeframe of the administrative activities that will support the professional development activities.

The reviewer will determine the extent to which the proposal proves to be a realistic project according to its calendar.

Comments:

RECRUITMENT, SELECTION AND RETENTION PLAN:

The proposal shall use a specific teacher and/or principal recruitment, selection and retention plan that clearly describes the coherence between the needs assessed and the established profile of target participants, and the strategies to integrate new participants to fill the space of those who left the project ensuring to keep the proportional public-private participation required.

Comments:

PROPOSED BUDGET:

- The proposal shall present a budget that is cost effective, that complies with the budget guidelines of the Request for Proposals and with the 50% Special Rule.
- It shall provide adequate support by evidencing a clear relationship with the project objectives, number of participants and anticipated results.
- The budget shall demonstrate its effectiveness and correlation with the proposed activities.

The reviewer will determine the extent to which the budget is reasonable and realistic to support the activities and achieve the proposed goals.

Comments:
