



STATE OF DELAWARE
DEPARTMENT OF EDUCATION

NOTIFICATION OF FEDERAL SUBGRANT AWARD
UNIVERSITY OF DELAWARE

Subgrant Number(s): SAHE 1-12

- 1. Subgrant request is: [X] New [ ] Amendment (indicate the type of change below)
[ ] Increase [ ] Decrease [ ] Funding source [ ] Period of availability
2. Name and Address of Subgrantee: University of Delaware, Dawn Jory CRA
Office of Sponsored Programs
210 Hullahen Hall
Newark DE 19716
3. Payment Schedule (if applicable):
4. Subgrantee Project Title: SAHE - Improving Teacher Quality Through Effective Professional Development
5. DOE Program Title: SAHE - Improving Teacher Quality Grants
6. Total Amount of Subgrant: \$299,996.00
7. Change amount if applicable: \$
8. Funding source: SAHE 1-12 1-13 : APPR 40246
[Appropriation, FY and amount(s)] 1-12 \$285,790.00; 1-13 \$14,206.00
9. Subgrant start date: 3/22/2013
Obligation date: 8/1/2013
Liquidation date: 11/1/2013

Conditions (Items 4. and 5. if applicable):

- 1. Funding for this subgrant is subject to availability of funds.
2. Funding is subject to EDGAR 34 CFR Parts 74, 75, 76, 77, 79, 80, 81, 82, 84, 85, 86, 97, 98, and 99, OMB Circular A-21 and A-133 in addition to all federal program statutes, rules and regulations. Subgrantees are responsible for adhering to all applicable fiscal and programmatic regulations.
a. Program regulations can be reviewed at: http://www.ed.gov/programs/teacherqual/guidance.doc.
3. This funding may not be used to pay for services rendered prior to the grant start date.
4. All invoices for services rendered must be received by the Department of Education by the liquidation date.
5. The following reports are to be received by the DOE Program Manager by the indicated time frames if applicable:
a. An Annual Expenditure Report for projects spanning two fiscal years within 45 days after June 30 of the first year.
b. A final Expenditure Report is to be received within 30 days of the liquidation date.
c. Other reports as required by DOE and the federal grantor.
6. [ ] If box checked, other conditions apply. See attached "Additional Condition(s)".

Original on File

DOE Project Approvals:

Original on File

4/25/13
Date

4/26/13
Date

TO BE COMPLETED BY THE DOE FINANCIAL REFORM AND RESOURCE MANAGEMENT OFFICE

CFDA: 84.367B

Public Law: PL 107-110

Subgrantee Appropriation Designation(s)

Amount(s)

Title I - SAHE 1-12 PO #0000179444

\$299,996.00

ED
5/2/13

Original on File

5-6-13
Date

Associate Secretary, Financial Reform and Resource Management or Designee

DEPARTMENT OF EDUCATION

SUBGRANT AWARD APPROVAL FORM

BRANCH: State Agency Higher Education SAHE

WORK GROUP: Teacher and Leader Effectiveness Unit TLEU

DATE RECEIVED: March 22, 2013

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DISTRICT/AGENCY: University of Delaware

SUBGRANT / PROGRAM TITLE: Title I Part A SAHE - Improving Teacher Quality Grant

FUNDING SOURCE (s): SAHE 1-12 APPR 40246

Allocation Number (s)	Current Allocation
SAHE 1-12 APPR 40246	\$ 285,790
SAHE 1-2	\$ 14,206
	\$
<b>TOTAL</b>	<b>\$ 299,996.00</b>

Approved:

Original on File  
Program Manager Date 4/25/13

Program Manager (if applicable) Date

Finance Office (State) Date

Original on File  
Finance Office (Federal) Date 5/2/2013

Original on File  
Director of Work Group Date 4/26/13

Original on File  
Associate State Secretary Date 4/26/13

Original on File  
Secretary of Education or Designee\* Date 4/26/13

Authorization / Approval:

Secretary of Education or Designee\*

\*An Executive Summary and Budget are attached for final Authorization/Approval.

**DEPARTMENT OF EDUCATION**  
**MAJOR SUBGRANT EXECUTIVE SUMMARY**

District/Agency: State Agency Higher Ed

Project Title: Title I Part A SAHE – Improving Teacher Quality Grants

Branch: SAHE

Work Group: Teacher and Leader Effectiveness Unit

Date Received: March 22, 2013

Funds Requested: Federal: \$ 299,996.00 State: \$            Total: \$ 299,996.00

Subgrant No.(s): SAHE 1-12

**Narrative**

The State of Delaware Department of Education, (DDOE) seeks eligible partnerships to **support innovative and effective professional development that improves teacher content knowledge and teaching skills to help all students achieve to high academic standards, aligned to the Common Core.**

The funds through this grant support scientifically-based practices that will improve teaching to increase student achievement in 10 core academic subjects: **arts, civics and government, economics, English, geography, history, mathematics, reading or English language arts, science and world languages.**

**Payments and Deliverables**

*Payment for the US Teacher Quality Professional Development totaling \$299,996.00, is based upon the assumption that opportunities will be provided for eligible staff to participate in innovative and effective professional development that improves teacher content knowledge and teaching skills to help all students achieve to high academic standards, aligned to the Common Core.*

**a. Planning and Preparation -- \$299,960.00 – April 30, 2013**

This payment encompasses receipt of the following deliverables:

- Description of Professional Development Opportunities- Project Activities
- Letters of support – Partnering Organizations/LEAs
- Resumes of participating personnel
- Marketing and Advertisement notifications

**b. Midpoint Progress -- June 1, 2013**

This requires the submission of the following deliverables:

- Equitable Services Documentation under ESEA
- Participant Information
- Copies of Participant Surveys – Observation Tool
- Metric for Outcome Measurement

**c. Project Wrap Up – August 1, 2013**

This requires the submission of the following deliverables:

- Participant Data linked to Student Rosters
- Final Institute Syllabi and Workshop Descriptions

**d. Reconciliation -- Oct. 15, 2013**

This requires the submission of the following deliverables:

- Survey Results for Participants
- Classroom Instruction and Student Impact Data report
- Final Budget – Reconciled

Please send all invoices to:

**Michelle Kriss, TLEU  
Delaware Department of Education  
401 Federal St. Suite #2  
Dover, DE 19901**



# Purchase Order

## STATE OF DELAWARE

Division of Accounting  
Department of Finance  
820 Silver Lake Boulevard Suite 200  
Dover DE 19904  
United States

**Vendor:** 0000000033  
UNIVERSITY OF DELAWARE  
CASHIERS OFFICE  
116 STUDENT SVCS BLDG  
NEWARK DE 19716

OPEN

Dispatch via Print

<b>Purchase Order</b>	<b>Date</b>	<b>Revision</b>	<b>Page</b>
STATE-0000179444	04/26/2013		1
<b>Payment Terms</b>	<b>Freight Terms</b>	<b>Ship Via</b>	
DUE NOW	Destination	Common Car	
<b>Buyer</b>	<b>Phone</b>		
Kriss, Michelle Lynn			

**Ship To:** DOE008  
Department of Education  
John G. Townsend Building  
401 Federal Street Suite 2nd Floor  
Dover DE 19901  
United States

**Bill To:** Department of Education  
John G. Townsend Building  
401 Federal Street Suite 2nd Floor  
Dover DE 19901  
United States

### Conditions and Instructions to Vendor:

1. Acceptance of this Purchase Order is agreement to accept payment by credit card, ACH or by check at the State's option.
2. All prices F.O.B. destination unless otherwise indicated.
3. This order and the performance thereof shall be construed and governed in accordance with the laws of the State of Delaware.
4. Separate invoices must be submitted for each order. Submit invoice in triplicate.
5. Any price changes must be agreed to by the Ordering Agency prior to submitting invoices.
6. Purchase Order not valid unless signed by Secretary of Department of Finance or designee or under \$5000.00 or marked emergency.

Tax Exempt ID: 516000279

Replenishment Option: Standard

Line-Sch	Item/Description	Mfg ID	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	SAHE 1-12 - Improving Teacher Quality		1.00	EA	299,996.00	299,996.00	04/26/2013

**Schedule Total** 299,996.00

**Item Total** 299,996.00

*Original on File*

PO Amount 299,996.00

*5/2/13*

*4/26/13*

Original on File

Unauthorized