

**Fiscal Year 2025**

Scaling and Assessing Developmental Education Reform Act Project

Notice of Funding Opportunity (NOFO)

**Application Due Date/Time:** December 2, 2024 at 5:00 p.m.

**Submit Application To:** [iccb.studentservices@illinois.gov](mailto:iccb.studentservices@illinois.gov)

Note: Exempt from GATA

**NOTICE OF FUNDING OPPORTUNITY (NOFO) SUMMARY INFORMATION**

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| **1.** | Awarding Agency Name: | *Illinois Community College Board (ICCB)* |
| **2.** | Agency Contact: | *Deana Schenk, Senior Director for Student Success and Learning Renewal, deana.schenk@illinois.gov* |
| **3.** | Announcement Type: | *Initial announcement* |
| **4.** | Type of Assistance Instrument: | *Grant* |
| **5.** | Funding Opportunity Number: | Not applicable |
| **6.** | Funding Opportunity Title: | *Scaling and Assessing Developmental Education Reform Act Project* |
| **7.** | CSFA Number: | Not applicable |
| **8.** | CSFA Popular Name: | Not applicable |
| **9.** | CFDA Number(s): | Not applicable |
| **10.** | Grant Period | *January 1, 2025 – December 31, 2025* |
| **11.** | Anticipated Number of Awards: | *10* |
| **12.** | Estimated Total Program Funding: | *$500,000* |
| **13.** | Award Range | *Up to $50,000* |
| **14.** | Source of Funding: | *State* |
| **15.** | Cost Sharing/Matching Requirement: | *No* |
| **16.** | Indirect Costs Allowed  Restrictions on Indirect Costs | *Yes*  Indirect costs are capped at 15% of the budget (this is not an alternative rate) |
| **17.** | Posted Date: | *October 28, 2024* |
| **18.** | Closing Date for Applications: | *December 2, 2024, 5:00 p.m.* |
| **19.** | Technical Assistance: | *Technical and accessibility assistance will be provided throughout the grant period to grant recipients.* |

**A. Background and Purpose**

The Illinois Community College Board (ICCB) is inviting eligible applicants to participate in the **Scaling and Assessing Developmental Education Reform Act Project** by applying for grants, which are GATA-exempt (as noted on the title page), up to $50,000 per institution. ICCB will fund a minimum of 10 grants to selected community colleges as they evaluate reform efforts and continue to scale developmental education reform. DERA, as part of Illinois Public Act 101-0654, was signed into law in March 2021.

This project is designed to assist and support colleges in assessing and scaling equitable, evidence-based developmental education reform efforts to fully meet the requirements of DERA.

**B. Eligible Applicants**

Community colleges in the State of Illinois are invited to submit proposals under this Notice of Funding Opportunity (NOFO).

**C. Grant Objectives**

The objectives of this grant are to support colleges as they assess and scale developmental education reform as required by the DERA law. The expectation is that applicants will propose activities aligning with statewide priorities around developmental education reform. Grantees are required to engage in at least **one of the** following three objectives. ICCB strongly recommends choosing only one of the three objectives based on campus need and capacity. All activities should align with at least one of the goals. The objectives are detailed below.

* **Objective 1:**  Expansion of data capacity and knowledge to evaluate the impact of existing developmental education reform efforts and guide continued scaling of efforts. This outcome could include, but is not limited to, a focus on staffing to expand capacity including the use of paid interns, consultants, expanding a staff position, or developing new staff for a portion of time to organize the structure of data. This may also include the creation of dashboards to measure performance outcomes and track and report on equitable outcomes related to student demographics of who is performing and how are they performing.

**Objective 2:** Grantees may create regional training opportunities and partnerships. This outcome could include support to an institution to be training leader across a region and/or the state on one aspect of developmental education reform such as placement or acceleration.

* **Objective 3:** Grantees may choose to assess and scale reform. This outcome would require colleges to illustrate, through data, what is working to increase successful movement through developmental education and into and through gateway courses. Grantees would then need to move to scale these efforts. **This explicitly precludes any further piloting of work and should focus exclusively on scaling efforts**.

**D. Required and Allowable Activities**

The expectation is that applicants will propose activities that will align with statewide priorities, as described in the Act.Student stipends are **not** allowed under this grant**.** Allowable activities to be carried out by grantees include the following. Please note that this list is **not** exhaustive.

**Priority Activities**

Institutions must choose at least **one of the three** objectives listed above.

**Example of Allowable Activities**

Objective 1: Examples of Allowable Activities:

* Salary for paid interns, consultants, expanding a staff position, or developing new staff for a portion of time to organize the structure of data.
* Salary must be directly tied to the outcomes of this particular grant by clearly articulating how salaries will be used to support developmental education data efforts.
* Work with consultants to create data dashboards and other metrics.

Objective 2: Examples of Allowable Activities:

* Host in-person or virtual professional development events to support other institutions in their DERA work.
* Travel for professional development events.
* Expenses related to the development of presentations and materials.

Objective 3: Examples of Allowable Activities:

* Work with campus level stakeholders to revise, expand, and otherwise scale existing evidence based best practices that positively impact developmental education metrics.
* Work with external partners to assist with DERA scaling.
* Expand academic student support services such as academic advising or embedded tutoring in additional courses to scale developmental education reform across the institution.

**E. Application Package**

**This is a competitive process.** Applications submitted under this grant program will undergo a merit-based review process. All parts of the application package must be completed by the deadline to be considered. Applicants should ensure that all elements are clearly addressed. Applicants will receive a receipt of application. However, applicants **will not** be notified if there are items that are missing from their application. Applicants must use the templates provided on **the ICCB website:** [**https://www.iccb.org/grant-opportunities/**](https://www.iccb.org/grant-opportunities/)**.** Applicants must complete each section of the Application in its entirety including the following information in the order listed below and utilizing a header for each Numbered Section. The application must be organized as listed below.

1. **GATA-Exempt Grant Application**

Applicants must complete each section of the Application in its entirety including the following information in the order listed below and utilizing a header for each Numbered Section.

1. **Cover Page**

The cover page must include the public higher institution’s name, address, telephone number, and website, as well as the contact information, including email address, telephone number and extension, and fax number of the President/CEO, Chief Financial Officer, and Project Coordinator/Administrator.

The cover page must include a statement that stipulates: “This application is being submitted on behalf of the <Institution’s Name>, and, if awarded, the applicant agrees to abide by the provisions and guidelines set forth in the application and by the ICCB. Furthermore, the application has been approved by an individual authorized to act on behalf of the institution.

1. **Abstract**

Provide a one-page (or less) abstract that may be single-spaced and describes the following:

* A description of the proposed activities and services,
* A list of anticipated staff, consultants, partners, and services providers with whom the institution will engage,
* A list of the principal objectives and measurable goals.

1. **Project Narrative**

The Project Narrative submitted under this NOFO should be organized, clear, and understandable. The eligible applicant must submit a narrative of **no more than ten pages** (charts and graphs are a part of the page limitation), double-spaced, 12-point font that must include the following information in the order listed below and utilizing a header for each of both bulleted Narrative Sections.

**Narrative Sections**

* **Basic Project Information**: Concise summary of the proposed project scope and impact.
* **Statement of Need:** Institutional data should be provided to clearly identify need for additional support to assess and scale developmental education reform at the institution.
* **Program Justification:** This statement should provide data on potential student impact.
* **Fiscal Need:** The grant reviewer may not understand the specific financial needs of your institution and/or chosen program area(s) of focus. Financial need should be explicitly addressed.
* **Regional Context:** Provide a regionally specific context for the work proposed.
* **Detailed description of the identified approach** **and measurable project goals and objectives/Overall Program Goals/Indicators of Performance:**

Identify project goals and describe how the institution will determine success of the programming. The goals and objectives must be measurable and include near-term and long-term indicators of success.

* **If applicable, provide a description of any planned partnerships (e.g. consultants for data support).** **P**rovide the number of partnerships, including internal campus departments and external partners, and a brief description of the role each partner will play in the grant project. ***Letters of Commitment/Support must be included for all external partners.***
* **Project Work Plan** Clearly describe the project activities and associated timeline for each activity to be carried out during the grant period and person(s) responsible for each activity to be carried out during the grant period. The activities should clearly relate to the goals of the grant. *A chart or table is encouraged*. Please note that your work plan may change during the grant as a result of technical assistance offered by ICCB, the Illinois Center for Specialized Professional Support, the Office for Community College Research and Leadership, and other partners. Within the Work Plan, applications should address how they will carry out the following activities:
  + *Detail description of how they will carry out the chosen objective from the three possible objectives outlined in the NOFO above.*
  + *All other activities carried out under the grant to support project goals*.
* **Programs developed or expanded** including the anticipated number of students to be served with new or expanded programs. Should include a description of the impact the project will have on students, the community, the institution, etc.
* **Description of applicant’s capacity and experience** Description of the applicant’s capacity to execute the project including a description of previous experience in implementing successful grant programs of a similar nature, and related activities including earlier developmental education reform efforts.
* **Scalability or Replicability:** Description of how the project could be scaled or replicated by others in the State. *All resources and products developed with grant funds will be provided from the grantee to the ICCB to share with the field.*
* **Contingency Plan:** Description of plan and budget in the event that the program plan must change, and funds are not able to be spent as defined in the original narrative and budget (e.g. unsuccessful hiring of staff for data assessment). Applicants should think critically about this section. In the event that an applicant is unable to spend grant funds as originally planned, it is helpful to have a substantial starting place when trying to determine how to change course. *No more than one page.*

1. **Letters of Commitment from External Partners.**

If applicable, institutions must include signed copies of letters of commitment, with details of partnership and capacity, from each identified external partner.

1. **Uniform Budget**

All applicants must submit a proposed budget on the State of Illinois Uniform Grant Budget Template (*template provided*). Applicants should submit budgets based upon the total estimated costs for the project. Costs must be reasonable and necessary to achieve program objectives to be allowable costs. Grantees should ensure that they have the institutional capacity to fully execute this grant and all funding provided with it. Grants funds must be expended within the allowable timeframes of the grant period.

**F. Application/Submission Information**

Each grant application package must be submitted **no later than 5:00 p.m., December 2, 2024 to** [iccb.studentservices@illinois.gov](mailto:iccb.studentservices@illinois.gov). Grant application and materials may be found on the ICCB website at https://www.iccb.org/grant-opportunities/.

All questions must be submitted electronically to [deana.schenk@illinois.gov](mailto:deana.schenk@illinois.gov). in the subject line: [**Organization’s Name**] FY25 Scaling and Assessing Developmental Education Reform Act Project. All questions will be posted in an FAQ on the ICCB website.

**Paper copies of the applications are not permitted.** Applicants will receive confirmation of receipt of the e-mail containing the attachments. It is up to the applicant to ensure that all items in the package are attached and sent in the e-mail.

All applicants, funded or not funded, will be notified by December 20, 2024.

**G. Funding Information**

* *Grant Period:* The grant period is January 1, 2025-December 31, 2025
* *Funding Availability:* A total of $500,000 is appropriated from the General Revenue Fund to the ICCB for grants to eligible entities for the implementation of the Scaling and Assessing Developmental Education Reform Act Project as outlined under this NOFO. Only one grant application per college.
* Recipients are not eligible to renew or extend existing grant-funded projects but may supplement or scale current initiatives.
* *Funding Deadlines.* ***Please note that no extensions will be given for expending funds****.*
* Grant funds must be obligated by December 31, 2025
* Goods/products must be ordered by December 31, 2025/received by February 28, 2026.
* Grants awarded will be “fixed amount awards”. Contracts extending beyond the period of performance are permissible but must be ordered by December 31, 2025 and must be paid in full by February 28, 2026.
* Grant funds must be expended by February 28, 2026
* *Indirect Costs are capped at 15% of the budget. Institutions use their approved indirect cost rate (as documented on the GATA grantee portal) to accumulate eligible indirect costs up to the cap.*
* *Allowable and Unallowable Costs* Grant recipients must provide budget narrative explaining the reasonableness and necessity of all costs.

**H. Grant Deliverables**

* Carry out deliverables of the proposed scope of work, encompassing all required activities for the selected Objective(s).
* Work to meet or exceed all of the identified indicators of performance.
* Report on achievement of performance metrics via required quarterly reporting and other supplemental reports as necessary.
* Participate in any required professional development, technical assistance, or learning workshops.
* "Fixed Amount Award" means a type of grant agreement providing a specific level of support without regard to actual costs incurred under the award. While total funding will be predetermined for awards, reporting will be required. Grantee will receive the specific sum of the award regardless of the actual costs incurred.
* Submit required programmatic and fiscal report on a quarterly basis per the schedule below to:

[ICCB.studentservices@illinois.gov](mailto:ICCB.studentservices@illinois.gov) and [ICCB.grantpayments@illinois.gov](mailto:ICCB.grantpayments@illinois.gov)

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| **Reporting Schedule for the FY2025** Scaling and Assessing Developmental Education Reform Act Project | | |
| **Quarter** | **Period** | **Date Due** |
| **1Q** | January 1, 2025-March 31, 20255 | April 30, 2025 |
| **2Q** | April 1, 2025-June 30, 2025 | July 30, 2025 |
| **3Q** | July 1, 2025-September 30, 2025 | October 30, 2025 |
| **4Q** | October 1, 2025-December 31, 2025 | January 30, 2026 |
| **Final** | January 1, 2025 – December 31, 2025 | February 28, 2026 |

(Reporting templates and other instructions will be made available to grant recipients at a later date.)

**I. Review Criteria and Selection Process**

The ICCB staff will use the criteria listed in this Notice of Funding Opportunity (NOFO) and a scoring rubric to review the applications and will award points accordingly. Decisions to award grants and the funding levels will be determined per application based upon compliance with the requirements of this NOFO and the scoring of the grant proposal.

Applicants must demonstrate that they meet all requirements under this NOFO as described throughout. Applications will be scored based on the following criterion, which are further detailed on the scoring rubric:

* Application, Cover Page, and Abstract: 10 Points
* Basic Project Information and Statement of Need: 10 Points
* Overall Project Goals/Indicators of Performance, if applicable: 25 Points
* Project Work Plan and Partnerships: 30 Points
* Desired Project Impact: 5 Points
* Capacity, Effectiveness, Scalability, Replicability, and Contingency Plan: 15 Points
* Uniform Budget: 5 Points

**J. State Awarding Agency Contact**

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