

**FLORIDA DEPARTMENT OF EDUCATION
Office of Equity and Access**

**Application and Instructions for the
2005-06 College Reach-Out Program
under Section 1007.34, Florida Statutes**

Section 1: Cover Page

To: Bureau of Grants Management, Unit B
Florida Department of Education
325 Turlington Building
325 West Gaines Street
Tallahassee, Florida 32399-0400

From: _____
CONSORTIUM

Institution

Institution

Institution

Institution

Institution

Application for the 2005-06 College Reach-Out Program under Section 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 1

Section 2: Signature Page

The Signature Sheet must be completed and signed by the Project Director and by the college/university president for the application to be processed. For consortium proposals, a separate signature sheet must be completed for each participating institution. Duplicate the signature sheet as needed. Enter the:

- (1) Institution's name.
- (2) Name by which the project will be identified.
- (3) Name and institutional title of the Project Director.
- (4) Project Director's contact numbers (include SunCom number, fax number, and email address, if available).
- (5) Project Director's mailing address.
- (6) Name and institutional title of the individual completing this document.
- (7) Contact numbers of the individual completing this document, only if different from the Project Director (include SunCom number and email if available).
- (8) Name, title, and mailing address of the Project Fiscal Agent.
- (9) Project Fiscal Agent's contact numbers (include SunCom number and email address if available).
- (10) Name and title of the person acting as the Project Tracking Agent.
- (11) Project Tracking Agent's contact numbers (include SunCom number and email address if available).
- (12) Project Tracking Agent's mailing address.
- (13) Project Director's and college/university president's signatures (**preferably in blue ink**) and the date of each signature.

**Florida Department of Education
Application for 2005-06 College Reach-Out Program 06B003
Section 2: Institutional Signature Page**

1) Institution:	(2) Project Title:	(3) Project Director's Name and Title:
(4) Project Director's Phone & Email:	(5) Project Director's Mailing Address:	(6) Completed by:
() area code SunCom: Fax: Email:		
(7) Phone/Email of Individual Completing Document:	(8) Project Fiscal Agent's Name, Title, and Mailing Address:	(9) Fiscal Agent's Phone & Email:
() area code SunCom: Email:		() area code SunCom: Email:
(10) Project Tracking Agent:	(11) Tracking Agent's Phone & Email:	(12) Tracking Agent's Mailing Address:
	() area code SunCom: Email:	
<p>(13) <u>Certification</u>: I hereby certify that this application has been authorized by the governing body of the applicant and that the undersigned has been duly authorized to act as representative for the applicant in connection with this application. I further certify that all facts, figures, and representations made in this application are true and correct. Furthermore, I agree to comply with the reporting requirements set forth in Section 1007.34, Florida Statutes.</p>		
<p>_____</p> <p>Signature of Project Director</p>	<p>_____</p> <p>Signature of College/University President</p>	
<p>_____</p> <p>Date</p>	<p>_____</p> <p>Date</p>	

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 2

Section 3: Superintendent's Certification

Duplicate DOE page 2 and include a certification form for each district in your project that has students participating in CROP.

FLORIDA DEPARTMENT OF EDUCATION
Application for the 2005-06 College Reach-Out Program 06B003
Section 3: Superintendent's Certification

For postsecondary institutions to be eligible for program funds under the College Reach-Out Program (CROP), the superintendent of each public school district in which program participants are enrolled must agree to cooperate with the local CROP project to obtain the following data and information to assist in recruiting, tracking, and evaluation. The specified information and data required are:

- 1) Social security number for each student.
- 2) County and school code number.
- 3) Gender and ethnicity.
- 4) Grade level.
- 5) If available in the student's file, the following information needed to qualify for the program:
 - a) Documentation that the family received temporary cash assistance under WAGES;
 - b) Documentation that the family received public assistance;
 - c) Enrollment in the Free or Reduced Lunch Program;
 - d) Grade-point average;
 - e) Academic transcript showing courses completed in mathematics and science;
 - f) Florida Comprehensive Assessment Test (FCAT) scores in reading comprehension and mathematics;
 - g) Grade promotion to the next level;
 - h) Suspension or expulsion;
 - i) Absenteeism;
 - j) Participation in a Dropout Prevention Program;
 - k) Norm-referenced achievement test scores in reading comprehension and mathematics.

Superintendent's Affidavit - I agree to assist in obtaining the above listed information to postsecondary institutions participating in the College Reach-Out Program.

Superintendent's Signature

Florida Public School District

Date

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 3

Section 4 (a): CONSORTIUM BUDGET

College Reach-Out Program award funds must be used to meet program requirements. Proposed expenditures should be identified in the proposed budget and relate directly to the stated objectives of the project. Expenditure restrictions which apply generally to the use of state revenues also apply to the use of these award funds. Any travel expenditures proposed must be necessary to accomplish the project objectives. Equipment rentals and purchases are generally **not** an appropriate use of these award funds. Legitimate specialized equipment rentals may be appropriate when necessary to meet project objectives and unavailable from any of the participating institutions or organizations.

For each cost item listed in column (A), indicate in column (B) the amount requested from the state's College Reach-Out Program; in column (C) the amount to be funded by the consortium, noting those areas to be funded with cash and those with in-kind services; in column (D) the amount to be funded by other sources, noting those areas to be funded with cash and those with in-kind services; and in column (E) the total amount needed to fund the respective cost item. Enter the amount for:

- 1) Salaries for all personnel to be employed under the project (excluding personnel hired specifically for the summer residential component). See "Request for Proposal Fiscal Requirements" for guidelines on claiming "cash" and "in-kind" matches for personnel costs.
- 2) Personnel fringe benefits required for all personnel to be employed under the project (excluding personnel hired specifically for the summer residential component).
- 3) Travel expenses directly related to the project. Differentiate between those expenses for students and those for personnel.
- 4) Office supplies.
- 5) Telephone costs.
- 6) Printing and duplicating costs.
- 7) Mailing costs.
- 8) The purchase of instructional materials and any testing materials used to assess program effectiveness.
- 9) Equipment rental (only if specialized, directly related to the project, and not available at institutions). Attach additional justification for equipment rental costs.
- 10) Equipment purchase (only if specialized, directly related to the project, and not available at institutions). Attach additional justification for equipment purchase costs.
- 11) Include only those costs requested and directly associated with the summer **residential** component. If personnel were hired specifically for this aspect of the program, include their salaries in this section. **(Do not attempt to calculate a percentage of the salaries of those employees who are employed by the project year-round. Include those salary costs in items [1] and [2].)**
- 12) Other expenses not included in items (1) through (11). Briefly identify these expenses; **be specific and identify actual expenditures** (e.g., food, tuition, test-prep consultant, etc.). Do not list unidentified "contributions" or activities without identifying what is being paid for.
- 13) Total cost of the project including all expenses in items (1) through (12).

Application for the 2005-06 College Reach-Out Program 06B003
Section 4 (a): Proposed 2005-06 Consortium Budget

(Name of Consortium) _____

(Name of Fiscal Agent for Consortium Project) _____

(A) PROJECT COSTS	(B) Funded by CROP	(C) Funded by Consortium		(D) Funded by Other Sources		(E) Total Project Costs
		Cash	In-Kind	Cash	In-Kind	
(1) Personnel Salaries						
(2) Personnel Fringe Benefits						
(3) Travel: (a) Personnel (b) Students						
(4) Supplies						
(5) Telephone						
(6) Printing, and Duplicating						
(7) Mailing						
(8) Instructional Materials						
(9) Equipment Rental *						
(10) Equipment Purchase*						
(11) Summer Residential Costs: (a) Personnel (b) Room (c) Food (d) Other (Specify) _____ (e) Other (Specify) _____						
(12) Other (Specify) (a) Food (b) Consultants/Speakers (c) _____ (d) _____						
(13) TOTAL						

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 4

Section 4 (b): INSTITUTIONAL BUDGET

Complete the Institutional Budget and Justifications for each member of the consortium requesting funding. To facilitate the budget review, please have the budget page and the correlating justification pages run consecutively for each institution.

For each cost item listed in column (A), indicate in column (B) the amount requested from the state's College Reach-Out Program; in column (C) the amount to be funded by the consortium, noting those areas to be funded with cash and those with in-kind services; in column (D) the amount to be funded by other sources, noting those areas to be funded with cash and those with in-kind services; and in column (E) the total amount needed to fund the respective cost item. Enter the amount for:

- 1) Salaries for all personnel to be employed under the project (excluding personnel hired specifically for the summer residential component). See "Request for Proposal Fiscal Requirements" for guidelines on claiming "cash" and "in-kind" matches for personnel costs.
- 2) Personnel fringe benefits required for all personnel to be employed under the project (excluding personnel hired specifically for the summer residential component).
- 3) Travel expenses directly related to the project. Differentiate between those expenses for students and those for personnel.
- 4) Office supplies.
- 5) Telephone costs.
- 6) Printing and duplicating costs.
- 7) Mailing costs.
- 8) The purchase of instructional materials and any testing materials used to assess program effectiveness.
- 9) Equipment rental (only if specialized, directly related to the project, and not available at institutions). Attach additional justification for equipment rental costs.
- 10) Equipment purchase (only if specialized, directly related to the project, and not available at institutions). Attach additional justification for equipment purchase costs.
- 11) Include only those costs requested and directly associated with the summer **residential** component. If personnel were hired specifically for this aspect of the program, include their salaries in this section. **(Do not attempt to calculate a percentage of the salaries of those employees who are employed by the project year-round. Include those salary costs in items [1] and [2].)**
- 12) Other expenses not included in items (1) through (11). Briefly identify these expenses; **be specific and identify actual expenditures** (e.g., food, tuition, test-prep consultant, etc.). Do not list unidentified "contributions" or activities without identifying what is being paid for.
- 13) Total cost of the project including all expenses in items (1) through (12).

Application for the 2005-06 College Reach-Out Program 06B003
Section 4 (b): Proposed 2005-06 Institutional Budget

(Name of Institution) _____

(A) PROJECT COSTS	(B) Funded by CROP	(C) Funded by Consortium		(D) Funded by Other Sources		(E) Total Project Costs
		Cash	In-Kind	Cash	In-Kind	
(1) Personnel Salaries						
(2) Personnel Fringe Benefits						
(3) Travel: (a) Personnel (b) Students						
(4) Supplies						
(5) Telephone						
(6) Printing, and Duplicating						
(7) Mailing						
(8) Instructional Materials						
(9) Equipment Rental *						
(10) Equipment Purchase*						
(11) Summer Residential Costs: (a) Personnel (b) Room (c) Food (d) Other (Specify) _____ (e) Other (Specify) _____						
(12) Other (Specify) (a) Food (b) Consultants/Speakers (c) _____ (d) _____						
(13) TOTAL						

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

**INSTRUCTIONS FOR THE COMPLETION OF PAGE 5
Section 4 (b): Institutional Budget Justification**

Attach an Institutional Budget Justification for each Institutional Budget. Enter requested information for the following categories:

- (1) Personnel Salaries and (2) Fringe Benefits:** List each position (for personnel not exclusively dedicated to CROP, enter percentage of dedication in parentheses) in column (A); enter salaries and fringe benefits funded by CROP in column (B); enter salaries and fringe benefits funded by the institution or others under the appropriate headings in columns (C)–(F).

EXAMPLE

(A)	(B)		(C)		(D)		(E)		(F)	
(1) Personnel Salaries and (2) Fringe Benefits:	Funded by CROP		Institutional CASH		Institutional In-Kind		Other CASH		Other In-Kind	
Position and basis for calculating salary.	salary	fringe	salary	fringe	salary	fringe	salary	fringe	salary	fringe
Project Coordinator (full time)	\$-----	\$-----								
8 Tutors (\$x/hr. x 300 hr.)	\$-----	\$-----								
CROP Advisor (100%)			\$-----	\$-----						
Secretary/Clerk (50%)			\$-----	\$-----						
Assist. V.P., Student Affairs (15%)					\$-----	\$-----				

- (3) Travel:** Provide descriptions and amounts for travel expenses for (a) project personnel and (b) students.

**Application for the 2005-06 College Reach-Out Program 06B003
Section 4 (b): Proposed 2005-06 Institutional Budget Justification**

(Institution)

(A)	(B)		(C)		(D)		(E)		(F)	
(1) Personnel Salaries: (Position and basis for calculating salary) and (2) Fringe Benefits:	Funded by CROP		Institutional CASH		Institutional In-Kind		Other CASH		Other In-Kind	
	salary	fringe	salary	fringe	salary	fringe	salary	fringe	salary	fringe
PERSONNEL TOTALS										
(3) Description of (a) Personnel and (b) Student Travel:					Amount Funded by CROP			Funded by Institution or Other		
TRAVEL TOTALS										

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 6
Section 4 (b): Institutional Budget Justification

Attach an Institutional Budget Justification for each Institutional Budget. Enter requested information for the following categories:

- (4), (5), (6), (7) and (8):** No specific justification is necessary for normal supplies, telephone, printing, mailing, duplicating, or educational and testing materials.
- (9) Equipment Rental :** Provide detailed justification for any equipment rental.
- (10) Equipment Purchase:** Provide detailed justification for any equipment purchase.
- (11) Summer Residential Costs**
- (a) Personnel:** Describe each position for personnel hired exclusively for the summer residential component; include salary and fringe benefits.
 - (b) Room:** Provide justification for expenses for rooms (e.g., *a* number students x *\$b* per room x *c* days).
 - (c) Food:** Provide justification for food costs (*a* number of students x *\$b* per meal/day x *c* meals/days). Food costs must comply with State allowable costs per meal.
 - (d) Other:** Provide justification for other necessary Summer Residential Costs.
- (12) Other:** Provide justification for other necessary project costs from row 9 of the Institutional Budget.
Do not include items from rows 4 - 8.
- Food** Provide justification for all food costs (*a* number of students x *\$b* per meal/day x *c* meals/days). The maximum allowable cost for food is: \$3:00 for breakfast, \$6.00 for lunch, \$12.00 for dinner.
- Scholarships** Identify the number of students being awarded scholarships, and when the students are expected to be enrolled in a postsecondary institution. Indicate whether the funds are being set aside at this time for future use or will be used for actual college expenses this year. Scholarships may be claimed as a match only once; either when they are initially awarded or when the students actually enroll in a postsecondary institution.

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Section 4 (b): Proposed 2005-06 Institutional Budget Justification**

(Institution)

(9) and (10) Description of Equipment Rental or Purchase:	Amount funded by CROP	Funded by Institution or Other
TOTALS		
(11) Summer Residential Costs:	Amount funded by CROP	Funded by Institution or Other
(a) Personnel:		
(b) Room:		
(c) Food:		
(d) Other:		
TOTALS		
(12) Descriptions of Other Costs:	Amount funded by CROP	Funded by Institution or Other
TOTALS		

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes 06B003

GENERAL INSTRUCTIONS

- **Project Year:** The College Reach-Out Program begins on September 1, 2004 and ends on August 31, 2005. Funded consortia/institutions must adhere to these specified dates.
 - **Covering:** Please staple the application in the upper left corner of portrait pages (upper right hand corner for pages laid out in landscape).
 - **Numbering System:** When you have completed your College Reach-Out Program project application, please number **all** pages of your proposal sequentially from first page to last page in the lower right hand corner, including any pages you add, beginning with Consortium Page 1. The pages of the application form have been numbered in the lower left corner - "DOE Page 1, DOE Page 2," etc.; keep pages in this order. Consortium members should consolidate their proposals in one format that conforms to this numbering system. Please use only one side of each page to submit your project.
 - **Required Copies of Application:** Please submit one (1) application with original signatures (**preferably in blue ink**) where appropriate and eight (8) copies to The Bureau of Grants Management, Unit B, Florida Department of Education, 325 Turlington Building, 325 West Gaines Street, Tallahassee, Florida 32399-0400.
 - **Alternate Forms:** A consortium may use an alternate form in order to facilitate word processing as long as the DOE 100A, DOE 102, cover page, and the signature pages are attached, paper size is not changed, and all elements of the application are included in the order in which they appear in this application.
-

INSTRUCTIONS FOR THE COMPLETION OF PAGE 7

Section 5: Project Narrative, Items (A) – (D)

Provide on this page a general project description justifying the project grant.

- (A) Identify the need for and expected measurable results of the project. Expected results should directly address the need.
- (B) List only those counties from which project participants will be selected.
- (C) A list of other **non-CROP** programs within the same geographic area which are designed to enhance the academic performance of minority and low-income, educationally disadvantaged students who will pursue a postsecondary education.

Application for the 2005-06 College Reach-Out Program 06B003
Section 5: Project Narrative, Items (A) – (D)

Consortium: _____

GENERAL CONSORTIUM DESCRIPTION
<p>(A) Statement of Purpose: (Include the need for and expected results of the project.)</p>
<p>(B) Service Area: (List counties to be served by the project.)</p>
<p>(C) Existing Non-CROP Programs:</p>

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 8

Section 5: Project Narrative, Item (E)

- (D) Provide the information requested for the last complete CROP project year (2003-04); and explain other significant past successes. Be specific and provide consortium-wide data wherever possible. For non-continuing projects, provide data on past successes of similar non-CROP programs conducted by the applicant.
- (E) Explain how the project 1) employs innovative approaches, 2) provides a great variety of activities, 3) demonstrates an interest in cultural diversity and 4) addresses the unmet regional needs of varying communities.

Application for the 2005-06 College Reach-Out Program 06B003
Section 5: Project Narrative, Item (E)

Consortium: _____

GENERAL CONSORTIUM DESCRIPTION

(D) Past CROP Project Successes for 2003-04:

Total Number of Participants: _____

Number in grades 6-11: ____ Number promoted: _____

Number in grade 12: ____ Number graduated: _____

Number of graduates enrolled in postsecondary education: _____

Explain other past successes:

(E) Explain how the proposed project:

- 1) Employs innovative approaches:

- 2) Provides a great variety of activities:

- 3) Demonstrates an interest in cultural diversity:

- 4) Addresses the unmet regional needs of varying communities:

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 9

Section 5: Project Narrative, Items (F) – (I)

Provide on this page a general description of the proposed project:

- (F) Describe the overall aims of the project and strategies to be employed by each consortium member to increase the number of low-income, educationally disadvantaged students in grades 6-12 who, upon high school graduation, are admitted to and successfully complete postsecondary education. Describe the strategies to be used to support *Just Read, Florida!* and develop reading skills among program participants. Explain how information about the project will be disseminated and marketed to the appropriate populations for recruiting prospective students and their parents. Note that specific activities will be listed on pages 6 and 7.
- (G) Provide a description of the local advisory committee, including high school and middle school personnel and community leaders. Describe the duties and frequency of meetings of the advisory committee.
- (H) Indicate the criteria to be used to identify students who will participate in the program.
- (I) Identify the schools from which participants will be selected and the criteria used for selecting these schools. Identify schools to be served that were graded “D” or “F” in 2002 and/or 2003, and indicate the number of students from each “D” or “F” school to be served by the project.

Application for the 2005-06 College Reach-Out Program 06B003
Section 5: Project Narrative, Items (F) – (I)

Consortium: _____

GENERAL CONSORTIUM DESCRIPTION

(F) Executive Summary of Proposed Project (Include support strategies for *Just Read, Florida!* and program marketing /dissemination.):

(G) Description of 2005-06 Local Advisory Committee (Include schedule of meetings.):

(H) Criteria to Identify Students for Participation:

(I) Schools to be Served; Criteria to Identify Schools for Participation; Schools to be Served That Were Graded “D” or “F” for 2002 and/or 2003; and the Number of Students to be Served in “D” and “F” Schools:

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 10

Section 5: Project Narrative, Items (J) – (L)

(J) Indicate the target population that will be served by the project.

- (1) Indicate the amount of state funding requested for the project.
- (2) Number of students for whom the project proposes to provide **continuous contact** services (contact with students on a regular basis throughout the calendar year) during the 2005-06 CROP project year (September 1, 2004 – August 31, 2005). At least 60 percent of new recruits must be in grades 6-9, preferably in grades 6 and 7. Enter the number and percentages for new recruits in grades 6-9 (including 6th and 7th graders) and indicate the number and percentages of new recruits in grades 6 and 7.
- (3) Projected CROP cost per student. To arrive at the proper figure, divide the state funding request by the projected number of students to be served. (Example: $\$105,000 \div 300 \text{ students} = \350 projected CROP cost per student.)
- (4) By statute, only students in grades 6 to 12 are eligible to participate. (Students who have not begun sixth grade and those who have completed twelfth grade and/or enrolled in and taking college classes, dual enrollment excepted, are ineligible.)
- (5) Percentages must total 100% (e.g., 45% male; 55% female).
- (6) Indicate the number of project directors, counselors, and other professional staff employed by the project divided by the number of students served. (Indicate the ratio in the following manner to show the relationship in a project that is serving 120 students with eight staff members: 1:15.)
- (7) Percentages must add up to 100%.
- (8) Length of the summer residential component and number of students who will participate in this activity.

(K) Enter the high school graduation rates and the postsecondary enrollment rates for high schools that are served by the project. (Obtain information from the Florida School Indicator Reports <<http://info.doe.state.fl.us/fsir/>>.) You may call the Office of Equity and Access to obtain this information, 850-245-9569.

(L) Enter the names of all education, community and faith-based, private sector, or other personnel and resources involved in the project development and implementation.

Application for the 2005-06 College Reach-Out Program 06B003
Section 5: Project Narrative, Items (J) – (L)

Consortium: _____

(J) PROPOSED PROJECT - TARGET POPULATION SUMMARY	
<p>(1) State Funding Requested: _____</p> <p>(2) Total Number of Students: _____ Number of new students to be recruited for 2005-06: _____ Number and percent of new recruits who will be enrolled in grades 6-9 in 2005-06 _____; in grades 6 & 7 _____</p> <p>(3) Projected CROP Cost Per Student: _____</p> <p>(4) Grade Levels Served: _____</p> <p>(5) Gender of Students (Proportion): _____% Male _____% Female</p> <p>(6) Staff/Student Ratio (Relation between number of professional staff and number of students served in the project): _____</p>	<p>(7) Approximate Proportion of Racial/Ethnic Groups Served: (Must add up to 100%.) Caucasian _____ African-American _____ Hispanic _____ Native American _____ Asian-American/ Pacific Islander _____ Resident Alien _____ Other _____</p> <p>(8) (a) Length of summer residential component: _____ days and _____ nights</p> <p>(b) Number of students who will participate in the overnight summer residential component: _____</p>
<p>(K) Graduation Rates and Postsecondary Enrollment Rates for Graduates of High Schools to be Served by the Project:</p> 	
<p>(L) Resources:</p> 	

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 11 and 12

Section 5: Project Narrative, Items (M) – (Q)

Provide on these pages information specifying the activities to be used to meet the predetermined program goals. **(The results section will be completed as a part of the final report and will be used for evaluation of projects.)** Attach no more than four additional pages, as needed. Be specific and concise.

- (M) Based on stated goals, identify measurable objectives to be met by project activities. (Objectives may be regarded as more specific goals and/or steps toward the larger goal.)
- (N) List activities to be used to reach objectives. Match activities with corresponding objectives. Also indicate materials and personnel to be used in each activity.
- (O) Enter the number of students and/or parents that are expected to participate in each activity.
- (P) Enter the beginning and ending dates for each activity. When will it first be offered, and when will it end?
- (Q) Complete measurable outcomes expected to be achieved by the activities directed at meeting the specific objectives for the 2005-06 Project Year. Match outcomes with corresponding activities and objectives.
- (R) **Shaded section to be completed for the Final Report only.** The Final Report narrative will also include an Activities Report to indicate the actual number of contact hours for each type of activity for students and/or parents in the 2005-06 Project Year.

Application for the 2005-06 College Reach-Out Program 06B003
Section 5: Project Narrative, Items (M) – (Q)

Consortium: _____

DESCRIPTION OF PROPOSED PROJECT ACTIVITIES						
GOAL	(M) OBJECTIVES	(N) ACTIVITIES	(O) NUMBER OF PARTICIPANTS	(P) BEGIN AND END DATES	(Q) MEASURABLE EXPECTED OUTCOMES FOR 2005-06	(R) MEASURABLE RESULTS/OUTCOMES FOR 2005-06
1. Motivate students to pursue a postsecondary education.					Number and percent of CROP seniors who apply for PSE : _____ Number and percent of CROP graduates who enroll in PSE : _____ Number and percentage of students enrolled in high school college prep courses: Level II and III _____ Dual Enrollment _____ Adv. Placement _____ Other:	Number and percent of CROP seniors who apply for PSE : _____ Number and percent of CROP graduates who enroll in PSE : _____ Number and percentage of students enrolled in high school college prep courses: Level II and III _____ Dual Enrollment _____ Adv. Placement _____ Other:
2. Enhance students' basic learning skills and performance.					Average increase in GPA for CROP students over the project year: ____ Average FCAT scores: ____ Average increase in FCAT scores: ____ Number of CROP graduates taking and number passing the College Placement Test: _____ _____ Other:	Average increase in GPA for CROP students over the project year: ____ Average FCAT scores: ____ Average increase in FCAT scores: ____ Number of CROP graduates taking and number passing the College Placement Test: _____ _____ Other:

2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 11 and 12

Section 5: Project Narrative, Items (M) – (Q)

See instructions on page xi.

**Application for the 2005-06 College Reach-Out Program 06B003
Section 5: Project Narrative, (Continued)**

Consortium: _____

DESCRIPTION OF PROPOSED PROJECT ACTIVITIES						
GOAL	(M) OBJECTIVES	(N) ACTIVITIES	(O) NUMBER OF PARTICIPANTS	(P) BEGIN AND END DATES	(Q) MEASURABLE EXPECTED OUTCOMES FOR 2005-06	(R) MEASURABLE RESULTS/OUTCOMES FOR 2005-06
3. Strengthen students' and parents' understanding of the benefits of a postsecondary education.					Number and percentage of students participating in on-campus visits: ____ Number of parents participating in on-campus visits: ____ Number and percentage of seniors completing applications for college admission and financial assistance: ____ Number of parents who attended one or more CROP workshops: ____ Other:	Number and percentage of students participating in on-campus visits: ____ Number of parents participating in on-campus visits: ____ Number and percentage of seniors completing applications for college admission and financial assistance: ____ Number of parents who attended one or more CROP workshops: ____ Other:
4. Foster academic, personal, and career development through supplemental instruction.					Number and percentage of CROP 6-11 graders promoted: _____ Other:	Number and percentage of CROP 6-11 graders promoted: _____ Other:

Application for the 2005-06 College Reach-Out Program under s. 1007.34, Florida Statutes

INSTRUCTIONS FOR THE COMPLETION OF PAGE 13

Section 5: Project Narrative, Items (S) – (T)

- (S) Provide a brief description of the evaluation activities that will be conducted to measure the accomplishment of each of the four goals of the College Reach-Out Program. Evaluation activities should provide the measurable outcomes for project activities.
- (T) Explain how the results of evaluation activities from past CROP projects are being used to improve the program (continuation projects only).

**Application for the 2005-06 College Reach-Out Program 06B003
Section 5: Project Narrative, Items (S) – (T)**

Consortium: _____

(S) Describe the project's formative and summative evaluation activities. Indicate the kind of activities planned and when they will occur.

GOAL	EVALUATION ACTIVITIES	DATES
1. Motivate students to pursue a postsecondary education.		
2. Develop students' basic learning skills and performance.		
3. Strengthen students' and parents' understanding of the benefits of a post-secondary education.		
4. Foster academic, personal, and career development through supplemental instruction.		

(T) Explain how results of evaluation activities from your past CROP projects will be used to improve the program for 2005-06.