PART VIII – REVIEW SHEET FOR EVALUATING PROPOSALS

District/Collaborative: _________________________________________________________
School(s): _________________________________________________________
Partner(s): _________________________________________________________
Total Number of Points: _____________________

Two (2) hard copies of the following were sent:

**Alignment of Priorities Form**
- Level 3 Districts:
  - Proposal looked at for alignment of priorities by DSAC
    - YES  NO
- Level 4 Districts:
  - Proposal looked at for alignment of priorities by Department of Elementary and Secondary Education District Liaison
    - YES  NO

- Standard Contract with Original Signatures (for each project duration)
  - YES  NO
- Budget Detail Pages (for each project duration)
  - YES  NO
- Schedule C (for each project duration --needed only if two or more districts are submitting together)
  - YES  NO
- Assurance from School District
  - YES  NO
- Assurance from each Participating School Principal
  - YES  NO
- Assurance from Partner
  - YES  NO

**Submitted Electronically**
- Budget Detail Pages (for each project duration)
  - YES  NO
- Part III – Required Program Information (Narrative)
  - YES  NO
- District Literacy Plan (if needed)
  - YES  NO

**Review of Narrative**

Does this proposal reflect the following criteria as required in the Request for Proposals (RFP)

1. **District(s) and Schools Participating**
   - Number of Schools Participating: _____________
   - Number of Teachers Benefiting: _____________
   - Number of Students Benefiting: _____________

   *(Rating answers to question 1)*

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Comments:
2. Critical Issue

Critical Issue(s): __________________________________________________
Grade(s): ________________________________________________________

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Comments:

Leadership and Governance  – District and School Improvement Planning  – (Rating answers to question 2 B and C)

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Comments:

3. Higher Education/Organizations Participating – (Rating answers to question 3)

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Comments:

4. Plan for Initiative

Assessment  – Data Based Decision Making - (Rating answers to question 4 A)

a. a summary of the data analyzed to determine need for critical issue  Yes  No

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Comments:

Professional Development  - (Rating answers to question 4 B-l)

b. the person(s) responsible for conducting the training  Yes  No
c. a detailed description of the content of the training  Yes  No
d. the audience for the training  Yes  No
e. the number of sessions and the format  Yes  No
f. how the PD aligns with the 2011 MA ELA and Literacy Framework  Yes  No
g. plan for following up to see if the strategies are in classroom practice  Yes  No
h. the indicators of success  Yes  No
i. how the district plans to sustain the PD initiative beyond the life of the grant  Yes  No

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Comments:
5. Research on Implemented Practices - (Rating answers to question 5)

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Comments:

6. Participation in Meetings - (Rating answers to question 6)

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Comments:

7. Evaluation - (Rating answers to question 7)

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Comments:

Total Number of Points: _____________________ (Total 100)

Fund:        Yes        No

Overall Comments: