



Request for Application #20-92400-00003

Culturally and Linguistically Responsive Immigrant Family Engagement

**RfA Released: December 9, 2019**

**Deadline for Submission:**

**January 13, 2020 at 5:00 pm Mountain Daylight Time**

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## Culturally and Linguistically Responsive (CLR) Immigrant Family Engagement Programs

### REQUEST OVERVIEW

This request for application (RfA) is issued for developing services and programming to increase immigrant parent and family engagement. Grants will be made available to public school districts and charter schools; New Mexico institutions of higher education, including community colleges; community organizations, including non-profit organizations; and New Mexico regional educational cooperatives serving substantial numbers of immigrant students and their families.

This RfA does not constitute an award. This RfA’s purpose is to leverage funding to increase immigrant parent and family engagement with transformative family engagement and cultural and linguistic responsiveness. Up to a total of one-hundred thousand dollars (\$100,000.00) of funding in competitive grants are available to applicants to:

1. Cultivate parent and family engagement of immigrant parents through transformative family engagement and cultural responsiveness.
2. Build a foundation of trust including healthy and authentic relationships with immigrant families to empower their engagement in the academic achievement, college and career readiness, secure identity development, social well-being, and life-long learning of their children.
3. Create comprehensive CLR parent and family engagement approaches to validate, affirm, build and bridge the experiences of immigrant families.
4. Conduct trainings, workshops, and seminars to help immigrant families to develop, carry, and sustain leadership in school decisions.
5. Build programs and approaches for immigrant parents that prioritize two-way communication to close the gap between school culture and home culture.

### APPLICATION SUBMISSION TIMELINE

Date	Action	By Whom
December 9, 2019	Request for Applications Released	NMPED
December 9 - January 13, 2020	Application Development	Applicant
December 9 - December 27, 2019	Open Consultation for Applicants	NMPED
January 13, 2019	Application Submission	Applicant
January 14, 2020- January 24, 2020	Application Review Period	Review Team
January 27, 2020	Notification of Award	NMPED

Applications must be submitted via email\* to [language.culture@state.nm.us](mailto:language.culture@state.nm.us) by 5:00 pm Mountain Daylight Time (MDT) on January 13, 2020.

\* Any applications not submitted to [language.culture@state.nm.us](mailto:language.culture@state.nm.us) will not be considered for funding.

### EXPLANATION OF EVENTS

**Issuance of RfA:** This RfA is being issued on behalf of the New Mexico Public Education Department (NMPED) on the date specified in the above timeline.

**Consultation for Applications:** Potential applicants may request a 15-20 minute consultation from the Language and Culture Division (LCD) by sending an email to [Mayra.Valtierrez@state.nm.us](mailto:Mayra.Valtierrez@state.nm.us). Potential grantees should collect all the questions and concerns regarding the application prior to the consultation to receive the most out of this time.

**Submission of Applications:** All applications must be received for review by January 13, 2019 at 5:00pm MST. Applications received after this time will not be accepted.

**Review of applications:** The Review Committee will perform an objective evaluation. Each assigned reviewer will have a broad level of knowledge and experience with culturally relevant education and transformative family engagement. Reviewers will be highly familiar with New Mexico’s education system and the diversity across the state. The process will take place as indicated in the timeline. During this time, NMPED may initiate discussions with applicants for further clarifications. Discussions may not be initiated by applicants.

**Notification of Award:** NMPED will work directly with successful grantees to establish contract terms leading to the execution of an Intergovernmental Agreement (IGA). The contracts should be awarded to the applicants whose proposals are most advantageous to the State of NMPED. The award is subject to appropriate NMPED and State Approval and both entities reserve the right to not fund any of the applications, if none are judged to be advantageous and/or do not score sufficiently.

#### ALIGNMENT REQUIREMENTS

Applications must be aligned with the following:

1. The NMPED Mission: The NMPED partners with educators, communities, and families to ensure that ALL students are healthy, secure in their identity, and holistically prepared for college, career, and life.
2. The NMPED Vision: Students in New Mexico are engaged in a CLR educational system that meets the social, emotional, and academic needs of ALL students.
3. The NMPED Core Values: Student Centered, Responsive, Collaborative, Transformative, Innovative, and Reflective.
4. CLR: Validating and affirming an individual’s home culture and language to create connections with other cultures and languages in various social contexts.
5. The NMPED Parents Guide: <https://families.ped.state.nm.us/>
6. The NMPED and New Mexico Highlands University Framework for Family-School Partnerships in New Mexico: <http://nmengaged.com/>

#### ELIGIBLE APPLICANTS

The following types of applicants are eligible to apply:

- New Mexico public school district or charter school;
- New Mexico institution of higher education, including community colleges;
- Community organization, including non-profit organizations; or
- New Mexico regional educational cooperative.

#### LEVEL OF FUNDING

For fiscal year 2020, NMPED intends:

Applicants will receive one award. Current and continued funding for this project will depend upon annual legislative appropriations and program performance.

Funds may be utilized for costs related to personnel, professional development, curriculum design, transportation, lodging, stipends, and other program-related costs.

Funds made available under this grant shall be used to supplement, and not supplant, any other federal state, or local education funds.

#### LENGTH OF FUNDING

The resulting contract shall begin upon execution of an Intergovernmental Agreement (IGA) between the NMPED and successful applicants, or an award letter in the case of districts and charter schools, and is intended to continue through the proposed project period, and not longer than June 30, 2020. The NMPED reserves the right to terminate any award that does not meet the requirements as defined by the guidelines governing the program or otherwise provided in an executed IGA or award letter.

#### FUNDED PROJECTS/PROGRAMS

Applications must demonstrate alignment with NMPED Vision, Mission and Core Values and the following supporting areas that may be used as alignment to the proposed programs.

CLR Family Engagement services and programming may provide opportunities for immigrant parents to:

1. apply need assessments to learn more about immigrant families' cultural and linguistic backgrounds
2. analyze the needs of immigrant families effectively to transform their understanding of education and school culture in the U.S.
3. design curriculum and programs in the district/schools to ensure that immigrant parents and families feel safe and comfortable in being involved and included in their children's education
4. recruit parents and families from different communities to assign parental leadership in the district/schools
5. design professional communication agenda to inform parents about parental rights in education, state laws and federal laws, and school policy.
6. develop resources for parents to provide personal growth opportunity in other areas such as parenting, health issues, coping with trauma and stress, finance, and career development.
7. provide opportunities for immigrant parents and families to become advocates for their children to be college and career ready, secure in their identity, community, and life.

To meet the proposed alignment with the CLR Family Engagement, applicants must demonstrate:

- The number of immigrant students that attend the school/District
- The percentage of immigrant student population in relation to the overall student population
- The specific needs encountered by immigrant student population and immigrant families and parents

- How the CLR Family Engagement will reinvigorate immigrant student population’s academic achievement, identity development, and college and career readiness.
- How the CLR Family Engagement will help transform schools into places of multicultural education and CLR learning and teaching.

**PROJECT/PROGRAM MANAGEMENT**

NMPED will manage the progress of the projects/programs. The program contact as follows:

Mayra Valtierrez, Director of Language and Culture – [Mayra.Valtierrez@state.nm.us](mailto:Mayra.Valtierrez@state.nm.us)

**APPLICATION CRITERIA**

1. Applications are limited to five pages.
2. Section 3 (supporting documents) is not included in the page limit.
3. Applicants may use the template below by copy-pasting into a new Microsoft Word document to include their information (boxes auto-expand).
4. Applications to be considered must include the following sections:
  - Section 1.A. Applicant Information and Service Area Demographics
  - Section 1.B. Needs Assessment Design
  - Section 1.C. Proposed Impact
  - Section 1.D. Coordination and Sustainability
  - Section 1.E. Timeline
  - Section 1.F. Monitoring and Data Collection
  - Section 2.A. Budget
  - Section 3.A. Provide any supporting documents that may strengthen the application.

**SCORING AND RUBRIC**

Section 1: Provide projected short-term and long-term outcomes of the CLR Family Engagement, measurable objectives, and numbers of immigrant families served under the CLR Family Engagement, integration and success measurement plan for the program	Section 1.A.	Applicant Information and Service Area Demographics	5 Points
	Section 1.B.	Needs Assessment Design	5 Points
	Section 1.C.	Proposed Impact	10 Points
	Section 1.D.	Coordination and Sustainability	5 Points
	Section 1.E.	Timeline	5 Points
	Section 1.F.	Monitoring and Data Collection	5 Points
Section 2: CLR Family Engagement budget: Provide a budget that details the requested funding for the first year of the program.	Section 2.A.	Budget	10 Points
Section 3: Provide any documents that may strengthen the application.	Section 3.A.	Provide any documents that may strengthen the application.	Not Scored
<b>TOTAL</b>			<b>45 Points</b>

Accepted applications will be scored by the review team using this rubric:

<b>Strong evidence (45 points)</b>	<b>Moderate Evidence (30 points)</b>	<b>Limited Evidence (15 points)</b>	<b>Insufficient Evidence (5 points)</b>
Project narrative provides a robust, detailed, and specified explanation for the role of CLR Family Engagement Program in increasing the academic achievement of immigrant children.	Project narrative provides a brief explanation for the role of CLR Family Engagement Program in increasing the academic achievement of immigrant children.	Project narrative provides a limited explanation for the role of CLR Family Engagement Program in increasing the academic achievement of immigrant children.	Project narrative lacks the explanation for the role of CLR Family Engagement Program in increasing the academic achievement of immigrant children.
Project narrative provides a robust, detailed, and specified explanation for the role of CLR Family Engagement in providing resources to strengthen immigrant family engagement.	Project narrative provides a brief explanation for the role of CLR Family Engagement in providing resources to strengthen immigrant family engagement.	Project narrative provides a limited explanation for the role of CLR Family Engagement in providing resources to strengthen immigrant family engagement.	Project narrative lacks the explanation for the role of CLR Family Engagement in providing resources to strengthen immigrant family engagement.
Project narrative provides a robust, detailed, and specified explanation for the role of CLR Family Engagement in developing two-way communication between district/school and immigrant parents.	Project narrative provides a brief explanation for the role of CLR Family Engagement in developing two-way communication between district/school and immigrant parents.	Project narrative provides a limited explanation for the role of CLR Family Engagement in developing two-way communication between district/school and immigrant parents.	Project narrative lacks the explanation for the role of CLR Family Engagement in developing two-way communication between district/school and immigrant parents.
Project narrative provides robust, detailed, and specified alignment with the NMPED Family Guide and the the NMPED and NMHU Framework for Family-School Partnerships.	Project narrative provides a brief explanation of alignment with the NMPED Family Guide and the the NMPED and NMHU Framework for Family-School Partnerships.	Project narrative provides a limited explanation of alignment with the NMPED Family Guide and the the NMPED and NMHU Framework for Family-School Partnerships.	Project narrative lacks alignment with the NMPED Family Guide and the the NMPED and NMHU Framework for Family-School Partnerships.

**REPORTING**

Successful grantees will work together with NMPED to establish a reporting schedule focused on progress towards projected outcomes and project budgeting aligned to project goals and requirements.

<i>Applicants may use the following template or use their own format.</i>
<p>Section 1.A: Applicant Information and Service Area Demographics (5 POINTS)</p> <ul style="list-style-type: none"> <li>• Applicants current work aligned with CLR Family Engagement</li> <li>• <i>Provide projected short-term and long-term outcomes of the CLR Family Engagement, measurable objectives</i></li> <li>• The number of immigrant students that attend the school/District</li> <li>• The percentage of immigrant student population in relation to the overall student population</li> </ul>
<p>Section 1.B: Needs Assessment Design (5 Points)</p> <p>Describe how the specific needs encountered by immigrant student population and immigrant families and parents will be assessed.</p>
<p>Section 1.C: Proposed Impact- (10 POINTS)</p> <ul style="list-style-type: none"> <li>• Describe how the CLR Family Engagement will reinvigorate immigrant student population’s academic achievement, identity development, and college and career readiness.</li> <li>• Describe how the CLR Family Engagement will help transform schools into places of multicultural education and CLR learning and teaching.</li> </ul>
<p>Section 1.D: Coordination and Sustainability (5 POINTS)</p> <p>Applicant demonstrates how existing resources/partnerships and funds will be leveraged to support CLR Family Engagement.</p>
<p>Section 1.E: Timeline (5 POINTS)</p> <p>Applicant proposes a realistic and specific timeline of activities that will help guide them through implementation.</p>
<p>Section 1.F. Monitoring and Data Collection (5 POINTS)</p> <p>Applicant describes how the project will be monitored, what type of data will be collected, and how data will be used to measure success and areas of improvement throughout the life of the program.</p>
<p>Section 2.A: Description- Budget (10 POINTS)</p> <p>Applicant proposes a cost-effective budget that directly links costs to proposed activities.</p>
<p>Section 3.A: Supporting Documents</p> <p>Provide any documents that may strengthen the application.</p>