

Funding Opportunity

Application Information Webinar

Recorded application information webinar available on CDE’s [Recovery School Grant Program](https://www.cde.state.co.us/healthandwellness/recoveryschoolgrantprogram) webpage.

[Applications Due](https://colorado.egrantsmanagement.com/): **Wednesday, November 6, 2024, by 4 pm**

Application will open in GAINS on Monday, October 14, 2024, and close on Wednesday, November 6, 2024.

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| --- |
| Recovery School Grant Program Pursuant to SB 24-048 |

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**Program Questions:**

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**Note:** The following version of the application is intended as a reference document for instructions and grant application planning purposes.

**Applications for the Recovery School Grant Program must be submitted in** [**GAINS**](https://colorado.egrantsmanagement.com/)**.**

Submission of application materials either in hard copy or via

e-mail will not be accepted.

The application window will open in GAINS on Monday, October 14, 2024, and close on Wednesday, November 6, 2024, at 4 pm.

[More information about GAINS is available on CDE’s website.](https://www.cde.state.co.us/gains)

# Accessing GAINS

**School District and BOCES Applicants**

* Contact your district Local Access Manager (LAM) to receive access to GAINS. Documentation and training on this process for LAMs is available on [CDE’s GAINS Training webpage](https://www.cde.state.co.us/gains/gainstrainings).

**Charter School Applicants**

* Complete the [Charter School GAINS Access Request Form](https://app.smartsheet.com/b/form/6cb9159d35894e76b6875bebc7232d56)

**Recovery School Grant Program**

**Applications Due: Wednesday, November 6, 2024, by 4 pm**

# Introduction and Purpose

The Recovery School Grant Program was created through SB24-048 and provides grants to recovery high schools for expenses related to assisting students who are living a life of sobriety.

# Eligible Applicants

Per statue, eligible applicants are Recovery High Schools. A Recovery High School means a school that:

* Educates and supports students in recovery from substance use or co-occurring disorders, including self-harm and disordered eating;
* Intends that all students enrolled are working in an active and abstinence-focused program of recovery as determined by the student and the school;
* Provide support for families learning how to live with, and provide support for, their teens who are entering into the recovery lifestyle; and
* Meets state requirements for awarding a high school diploma.

**Note:** Applications will not be accepted from individual non-charter schools and must be authorized and submitted through the LEP.

**Charter Schools:**

Pursuant to [C.R.S. 22-30.5-104 (11)](https://advance.lexis.com/documentpage/?pdmfid=1000516&crid=f793ddcd-a668-40c2-88c9-13152b4e624f&nodeid=AAWAAEAACAACAAE&nodepath=%2FROOT%2FAAW%2FAAWAAE%2FAAWAAEAAC%2FAAWAAEAACAAC%2FAAWAAEAACAACAAE&level=5&haschildren=&populated=false&title=22-30.5-104.+Charter+school+-+requirements+-+authority+-+rules+-+definitions.&config=014FJAAyNGJkY2Y4Zi1mNjgyLTRkN2YtYmE4OS03NTYzNzYzOTg0OGEKAFBvZENhdGFsb2d592qv2Kywlf8caKqYROP5&pddocfullpath=%2Fshared%2Fdocument%2Fstatutes-legislation%2Furn%3AcontentItem%3A65MT-X293-CGX8-0095-00008-00&ecomp=8gf59kk&prid=b437b07b-e138-4d15-acfc-74ff860597f5), a charter school may choose to apply apart from their authorizer for a competitive grant program created by a federal or state statute or program. The charter school is considered the LEP only for the purposes of applying and determining eligibility. A charter school’s authorizer will be the fiscal agent, if funded.

* A charter school that applies for a grant shall provide to its authorizing district:
  + A copy of the grant application at the time the application is submitted to CDE; and
  + If the charter school receives the grant moneys, a summary of the grant requirements, a summary of how the charter school is using the grant moneys, and periodic reports on the charter school’s progress in meeting the goals of the grant as stated in its application.
* If a charter school intends to apply for a grant that the school’s authorizing school district is also intending to apply for, the charter school shall seek to collaborate with the school district in the application and to submit the application jointly. If the charter school and the school district are unable to agree to collaborate in applying for the grant, the charter school may apply for the grant independently or in collaboration with other charter schools.

# Available Funds and Duration of Grant

Approximately $50,000 is available for the 2024-2025 school year. Available grant funding will be distributed to eligible Education Providers, based on the number of applications received.

Additional grant funding for subsequent years will be contingent upon annual appropriations by the State Legislature, and grantees meeting all grant, fiscal, and reporting requirements. Funded applicants for the 2024-2025 school year are not guaranteed any additional funding beyond the 2024-2025 year. Funds must be expended by **June 30, 2025**. There will be no carryover of funds.

# Allowable Use of Funds

A recovery high school awarded this grant may use the money received through the program for expenses related to assisting students who are living a life of sobriety. Suggested services or activities include but are not limited to:

* school personnel, including salary and benefits;
* school staff professional development, including event registration fees, learning materials, and travel expenses;
* activities and services that assist students in maintaining sobriety; and
* transportation to these activities and services.

**Note:** Funding should not be used for food and may not be used for capital construction expenditures.

# Evaluation and Reporting

Per statute, each Recovery School that receives a grant through the Recovery School Grant Program is required to submit to CDE, at a minimum, a report detailing how the Recovery School used the grant money by **July 1, 2025**.

An Annual Financial Report must also be submitted to the Department on or before **September 30, 2025.**

# Data Privacy

CDE takes seriously its obligation to protect the privacy of student and educator Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through Recovery School Grant Program. All program evaluation data will be collected in the aggregate and will be used, shared, and stored in compliance with CDE’s privacy and security policies and procedures.

**Note:** Documents submitted as part of the application must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under n=16 for students or n=5 for educators.

Information reported to CDE in relation to grant activities is not confidential and is subject to public request. Awarded grantees should ensure reported information does not contain Personally Identifiable Information (PII) or confidential information.

# Application Assistance

A recorded application training webinar will be posted on CDE’s [Recovery School Grant Program](https://www.cde.state.co.us/healthandwellness/recoveryschoolgrantprogram) webpage.

# Review Process and Notification

Applications will be reviewed by CDE staff to ensure that program eligibility is met and that all the required components have been included. Applicants will be notified of final award status no later than no later than **January 1, 2025**.

**Note:** There is no guarantee that applying will result in funding or funding at the requested level. All award decisions are final. Applicants that do not meet the qualifications may reapply for future grant opportunities.

# Submission Process and Deadline

Applications must be completed and submitted through [GAINS](https://colorado.egrantsmanagement.com/) by **Wednesday, November 6, 2024, at 4 pm**. Application materials and resources are available on CDE’s [Recovery School Grant Program](https://www.cde.state.co.us/healthandwellness/recoveryschoolgrantprogram) webpage.

# Required Elements

The format outlined below must be followed to assure consistency in applications.

Part I: Applicant Information and Program Assurances

Part II: Request and Budget

**Recovery School Grant Program**

**Applications Due: Wednesday, November 6, 2024, by 4 pm**

Applicants will complete their application in [GAINS](https://colorado.egrantsmanagement.com/).

Applications will be accepted in GAINS from Monday, October 14, through Wednesday, November 6, 2024, at 4 pm.

# Part I: Applicant Information and Program Assurances

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Application Contact The person that CDE should contact if there any questions or additional information needed for this application. | | | | | |
| **Name:** |  | | **Title:** | |  |
| **Telephone:** |  | | **E-mail:** | |  |
| **Program Contact**  The person who will be responsible for receiving communications from CDE staff about this program. | | | | | |
| **Name:** |  | | **Title:** | |  |
| **Telephone:** |  | | **E-mail:** | |  |
| **Fiscal Manager**  For Charter School applicants, this will be a person from your authorizing district or CSI. | | | | | |
| **Name:** |  | **Title:** | |  | |
| **Telephone:** |  | **E-mail:** | |  | |

# Program Assurances

**Applicants will agree to the below Assurances within the Recovery School Grant Program application in GAINS.**

**An upload of this document is not required.**

The applicant hereby applies for and, if awarded, accepts the state funds requested in this application. In consideration of the receipt of these grant funds, the applicant agrees that the General Assurances form for all state funds and the terms therein are specifically incorporated by reference in this application. The applicant also certifies that all program and pertinent administrative requirements will be met. In addition, grantees that accept Recovery School Grant Program funding agree to the following assurances:

1. The grantee will annually provide the Colorado Department of Education the evaluation information required in the in the Evaluation and Reporting section of the Request for Applications.
2. The grantee will work with and provide requested data to CDE for Recovery School Grant Program within the time frames specified.
3. The grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
4. Funds will be used to supplement and not supplant any funds currently being used to provide recovery high school services and grant dollars will be administered by the appropriate fiscal agent.
5. Funded projects will maintain appropriate fiscal and program records and fiscal audits of this program will be conducted by the grantees as a part of their regular audits.
6. If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
7. The grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.

**Duplication of Benefits**

Federal or State funds generally cannot be used to pay for the exact same cost or activity already paid for from another source of funding. This is sometimes referred to as a prohibition on duplication of benefits (DOB), or “double-dipping.” Entities using multiple funding sources should be aware of the different authorities and program requirements for each funding source, being careful to avoid DOB in instances where they are paying for similar costs or activities from multiple sources. (2CFR200.302) Subrecipients should avoid a duplication of benefits for any federal or state award. A duplication of benefits occurs when the amount of the assistance (i.e., funding) to a beneficiary exceeds the total allowable assistance (i.e., based on the total allocable expenses) to that beneficiary for that purpose.

1. Applicant certifies no duplication of benefits resulting in this funding will occur. If awarded, the Awardee (applicant) will notify in writing CDE should this occur.

**Fraud, Waste and Abuse**

Recipients of grant funds are responsible for taking steps to reduce fraud, waste, and abuse. Fraud Waste and Abuse can come in many forms, such as:

* Embezzlement, bribery, or other public corruption involving federal or state funds;
* Serious mismanagement involving federal or state programs or funds;
* Theft or misuse of Federal student aid to include knowledge of fraud, waste, or abuse involving a financial aid administrator or other entity official(s), or knowledge of fraud, waste, or abuse involving a student loan servicer or collection agency;
* Knowledge that your entity is not complying with regulations or laws involving Federal student aid or other federal or state program or operation requirements;
* Conflicts of interest-violation of arm’s length agreements;
* Contract and procurement irregularities;
* Theft or abuse of government property;
* Employee misconduct; or
* Ethics violations by officials.

Entities are required to have a procedure or methodology for timely reporting, in writing, of any noted violations that may potentially affect the federal or state award. (2CFR200.113)

1. Applicant certifies there are sufficient internal controls in place to reduce or eliminate the possibility of fraud, waste and abuse with these, or any funds within their agency, and if an instance occurs. If awarded, the Awardee (applicant) will notify CDE in writing.

**Conflict of Interest**

The applicant hereby certifies that, to the best of its knowledge and belief, there are no present or currently planned interests (financial, contractual, organizational, or otherwise) relating to the work to be performed under the contract or grant resulting from this award that would create any actual or potential conflict of interest (or apparent conflicts of interest) (including conflicts of interest for immediate family members: spouses, parents, children) that would impinge on its ability to render impartial, technically sound, and objective assistance or advice or result in it being given an unfair competitive advantage. In this clause, the term “potential conflict” means reasonably foreseeable conflict of interest. The applicant further certifies that it has and will continue to exercise due diligence in identifying and removing or mitigating, to the Government's or Colorado Department of Education’s satisfaction, such conflict of interest (or apparent conflict of interest).

1. Applicant certifies there are sufficient internal controls in place to reduce or eliminate the possibility of any conflicts of interest with these, or any funds within their agency. If awarded, the Awardee (applicant) will notify CDE in writing. (2CFR200.112)

The Colorado Department of Education may terminate a grant award upon thirty days’ notice if it is deemed by CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results.

Project modifications and changes in the approved budget must be requested in GAINS and approved by CDE before modifications are made to the expenditures.

Approvals for this grant must be captured in GAINS from the following personnel:

* Applicant Authorized Representative
* Applicant Fiscal Manager

**Note:** For Charter School applicants, the above personnel must be from your authorizing district or CSI.

# Part II: Applicant Funding Request and Budget

Responses should be completed in the online application form. Although the system will save your work in progress, applicants may find it useful to compose answers in a separate document and copy them into the form.

**Applicant Funding Request**

1. In 1000 words or less, describe how grant funds will be used for expenses related to assisting students who are living a life of sobriety. Suggested elements of your response should include:
   1. How the applicant meets the eligibility criteria, including a description of the students served.
   2. Description of the proposed expenses and how the expenses were identified.
   3. Description of the expected outcomes of funding the expenses, e.g. how these expenses will assist students who are living a life of sobriety.
   4. Description of how the expenditures will be allocated based on identified needs.
   5. How program efficacy will be determined.

**Program Budget:**

Complete your proposed program budget in GAINS.