

Executive Summary

Task Order NC10106745 with UNC Chapel Hill - Frank Porter Graham Child Development Center

Purpose

State set-aside funds from the federal ISEA Special Education Preschool Grants, Part B, Sec. 619 (IDEA Preschool Handicapped Grant) will be allocated to continue collaboration to accomplish the early childhood projects in the Exceptional Children's Systemic Improvement Plan, and to meet the Office of Special Education Program Requirements in the Annual Performance Report.

On-going projects supported by this Amendment 7 include:

- maintain and enhance the statewide system of professional development and support for public school early childhood programs through the Early Learning Network
- support to the NC Part B 619 Preschool Co-Coordinators
- expansion of the Preschool Pyramid Model project (MTSS in Preschool)
- support to local Exceptional Children Preschool Coordinators and Directors
- the provision of professional development to early childhood diagnostic teams
- assistance to the Office of Early Learning to accomplish its goals and the Exceptional Children Division/Regional staff in supporting LEAs and directors.

Contract Information

Dates of Agreement:

October 1, 2021 through October 31, 2025

Contract Term: 4 years

Total Amount of Contract: \$7,096,080

Business Owner

Name & Title: Amy Rhyne, Director, Office of Early Learning and Read to Achieve

Email Address: amy.rhyne@dpi.nc.gov

Phone Number: 984-236-2744

TASK ORDER
Issued Under the North Carolina Department of Public Instruction, University of North Carolina
Master Agreement, Version 002

Project Personnel

UNC Institution

Principal Investigator

University: University of North Carolina at Chapel Hill, Frank Porter Graham Child Development Center
Name, Title: Sherri Britt Williams, FPG TA Division Lead & Senior TA Specialist
Address: CB#8040
City, State, Zip: Chapel Hill, NC 27599-8040
Phone, fax: 919-215-5832
Email: sherri.williams@unc.edu

NCDPI

Project Coordinator

N.C. Department of Public Instruction
Name, Title: Dawn Meskil, Preschool Exceptional Children (619) Co-Coordinator and Keashia Walker, Preschool Exceptional Children (619) Co-Coordinator
Address: 6307 Mail Service Center
City, State, Zip: Raleigh, NC 27699-6307
Phone, fax: 984-208-6695
Email: Dawn.Meskil@dpi.nc.gov, Keashia.Walker@dpi.nc.gov

Contract Administrator

University: University of North Carolina at Chapel Hill
Name, Title: Tara Pettitt, Office of Sponsored Research
Address: 104 Airport Drive, Suite 2200, CB#1350
City, state, zip: Chapel Hill, NC 27599-1350
Phone, fax: 919-633-3411
Email: tarap@live.unc.edu

Contract Administrator

North Carolina Department of Public Instruction
Name, Title Mashonda Southerland, Purchasing Agent
Address: 3663 Mail Service Center
City, State, Zip: Raleigh, NC 27699
Phone, fax: 984-236-2363
Email: Mashonda.Southerland@dpi.nc.gov

Project Description

Project Title: Support for Preschool Exceptional Children Program, Early Learning Network
Project Contact for University: Sherri Britt Williams
Project Start/End Dates: November 8, 2013 through October 31, 2025

Incorporation

The Terms and Conditions of the NCDPI/UNC Master Agreement, Version 002 are incorporated by reference. This Task Order also includes any Appendices or addendums attached hereto, including Appendix A "Recipient Scope of Work," Appendix B "the Funding Source Award Notice" (if applicable), Appendix C "Contractor Certifications" (if applicable), and Appendix D "Detailed Budget – including allowable Facilities and Administrative Cost recovery."

IN WITNESS THEREOF, the Parties have caused the Task Order to be executed by their authorized representatives.

ATTEST:

North Carolina Department of Public Instruction

By: _____
Alexis Schauss
Chief Financial Officer

Date

By: _____
Catherine Truitt
NC Superintendent of Public Instruction

Date

UNC Institution

Authorizing Official Signature

Date

Total funding this Task Order: \$7,096,080
Total Project Costs: \$15,013,234
Total previous funding to date: \$7,917,154
Cost share required with this action:
Cost share to date:

Funding Source: Federal
Agency #: Department of Public Instruction
CFDA#: 84.173A
Title: 619 Preschool Handicapped Grant

Recipient Fiscal Agent

Name, Title: Jen Gwaltney, Director Sponsored Projects
Address: 104 Airport Drive, Suite 2200, CB#1350
City, state, zip: Chapel Hill, NC 27599-1350
Phone, fax: 919-843-1988
Email: resadminosr@unc.edu; j_gwaltney@unc.edu

Special Terms and Conditions

See Appendix C, Contractor Certifications

Invoicing

Cost reimbursement under this Task Order will require periodic invoices submitted no more frequently than monthly and a final invoice submitted within 30 days of the project end date listed on page 1. All invoices are subject to the approval of the "NCDPI Project Coordinator." Invoices will be addressed to NCDPI, Accounts Payable, 6336 Mail Services Center, Raleigh, NC 27699-6331, but the envelope in which the invoice is enclosed will be addressed and mailed to the Project Coordinator listed on page 1 of this Task Order.

Amendment Description

Describe the reason for amending this Task Order:

State set-aside funds from the federal ISEA Special Education Preschool Grants, Part B, Sec. 619 (IDEA Preschool Handicapped Grant) will be allocated to continue collaboration to accomplish the early childhood projects in the Exceptional Children's Systemic Improvement Plan, and to meet the Office of Special Education Program Requirements in the Annual Performance Report. On-going projects supported by this Amendment 7 include:

- maintain and enhance the statewide system of professional development and support for public school early childhood programs through the Early Learning Network
- support to the NC Part B 619 Preschool Co-Coordinators
- expansion of the Preschool Pyramid Model project (MTSS in Preschool)
- support to local Exceptional Children Preschool Coordinators and Directors
- the provision of professional development to early childhood diagnostic teams
- assistance to the Office of Early Learning to accomplish its goals and the Exceptional Children Division/Regional staff in supporting LEAs and directors.

Amendment 7 will cover years 9 through 12 totaling \$7,096,080

Budget Code: 0801-532150-1400353567400

Budget Source: Federal (619 IDEA state set-aside)

Strategic Priority: HR

Executive Summary

Amendment to TeachNC Contract

Purpose

What is this contract or Amendment for?

- Renews services for two years for TeachNC teacher recruitment initiative. From the NC budget:
 - **Section 7.20.(a)** The Department of Public Instruction shall adopt the TeachNC recruitment initiative as a comprehensive web platform for future teachers to find information and connect with resources on (i) the teaching profession, (ii) opportunities for educators in North Carolina, and (iii) the process of obtaining an educator's license in the State.

Contract Information

Dates of Agreement: February 1, 2022 – November 30, 2023

Contract Term: Two years

Pricing: \$1,760,000

Business Owner

Name & Title: Dr. Tom Tomberlin, Director of Educator Recruitment and Support

Email Address: Thomas.tomberlin@dpi.nc.gov

Memorandum of Intent to Contract

Instructions

- A Memorandum of Intent to Contract is required for service contracts greater than \$25,000.
- Provide answers on the template on the following page and upload a completed version to your requisition in E-procurement.
- The information you provide should reflect your understanding of your needs at this time and provide information to help DPI leadership and the procurement staff evaluate and appropriately structure a potential procurement process.
- Text in [squared brackets] in the template indicates items to replace or instructions you may delete before uploading.
- DPI leadership will review your Memorandum of Intent to Contract as they review your requisition in the E-procurement workflow. When approving your requisition in the workflow it also approves your intent to contract.

Important Information

- This document is a first and necessary step in the contracting process, but it does not constitute a contract, nor does it imply that a potential contract resulting from this document will be approved.
- **NO** contractor work can begin until a contract has been approved **and signed by both parties**. Signed contracts are obtained by the DPI Purchasing and Contracts Section and will be returned to the listed DPI Contact Person once available.
- Please do NOT change the font on the ITC as this document has to go to the SBE for approval and needs to remain in this font style and size.
- Please do NOT add headers to the ITC or borders.
- Please ensure that your answers are in bold.

(Date)

Memorandum

To: Dr. Vanessa Wrenn, Chief Information Officer
Dr. Catherine Edmonds, Deputy Superintendent, Office of Educational Equity

From: Dr. Mark Samberg, Director of IT Strategy and Shared Services
Dr. Tom Tomberlin, Director of Educator Recruitment and Support

Subject: Intent to Contract – Title of Request: Teach NC
(Required for Service Contracts consistent with our delegated purchasing authority)

Important Information: Approval of this Memorandum of Intent to Contract will be approved electronically in the E-procurement approval flow. It does not constitute a contract, nor does it imply that a contract will be approved. In that regard, please note that no contractor work can begin until a contract has been approved and signed by both parties. Signed contracts will be returned to the listed DPI Contact Person by the DPI Purchasing and Contracts Section.

1. Contracts over \$500,000 require State Board approval. Will this contract require Board approval? ☒ Yes ☐ No
2. Is this contract required by Statute? If so, please provide the information.
☒ Yes ☐ No

SB 105, Section 7.20(a)

3. Is this contract required by State Board policy? If so, please provide the information.
☐ Yes ☒ No
4. Is this contract a grant requirement? If so, please provide the information. ☐ Yes ☒ No
5. If this contract is for Information Technology Services, have you received IT approval to initiate this contract? ☒ Yes ☐ No
6. For DIT related contracts, will this contract require a Purchasing or Hosting Exception?
☐ Yes ☒ No
7. What is the estimated contract amount (if this request amends the amount, please enter the original and amended amount)?

\$1,760,000

8. What are the proposed start and end dates for the contract?

February 1, 2022 – June 30, 2024

9. If this is a new contract, please provide a detailed Scope of Work. This should include major activities, milestones, dates, deliverables, etc. It should represent your best guess at this point in the process, and it is understood this may change during the procurement process. You may attach an additional sheet if necessary. *Please do not enter See attached unless you have it attached at the bottom of this form.*

TEACH owns and operates a digital recruiting platform (“DRP”) targeted to all those considering teaching as a career, that includes, within that DRP, a national website at teach.org and localized subordinate websites and related components (known as “TEACH regional sites” or just “regional sites”), serving specific regional areas through a sub-domain on the teach.org parent domain;

A “TEACH regional site” that is included within TEACH’s DRP includes the following components, which may change over time and may be shared across multiple regions: national and region-specific content (e.g., text, photos, videos), national and region-specific tools (e.g., interactive functionality), an information architecture and navigation menu, basic site features and functionality, a logo, a visual identity, a codebase, an email service provider, social media channels, other communication tools, a constituent relationship manager (“CRM”) database, analytics, and integrations with third-party tools/services;

TEACH develops, manages, and owns Public Service Awareness (PSAs) advertising campaigns and related assets that can be deployed in regional media markets or national media outlets.

TEACH.org Inc. will perform the following tasks:

1. Maintain and continuously improve a regional site for the State of North Carolina on TEACH.org’s Digital Recruiting Platform (“DRP”), into which DPI may provide content, and/or connect TEACH with other institutions that possess subject matter expertise that should be conveyed via the DRP.
2. Manage a multi-channel lead generation campaign, which can include digital media, social media, email marketing, PSAs, or direct outreach. Ads and outreach will include a URL that points directly to or geolocates to the regional site. TEACH.org will not launch any PSAs without approval of DPI, which will not be withheld, unless, in DPI’s sole discretion, the PSA assets or the campaign as designed could potentially lead to adverse outcomes for DPI.
3. Manage and optimize the content, programs, tools, and services designed to support prospective teachers (aka leads) hosted on the regional site.
4. Provide web, email, SMS, and social media content to North Carolina-area subscribers. To the extent feasible, TEACH will revise any content upon request of DPI.
5. Operate a Live Chat feature to support onsite users in real time.

6. Collaborate with stakeholders (e.g., Educator Preparation Programs, Local Education Agencies, other nonprofits, etc.) across the state to support and amplify recruitment efforts through a number of activities.
7. Measure initiative impact by analyzing EPP applicant data, inclusive of data from school districts who are employing residency candidates, by comparing TEACH's database to those of partners and DPI.
8. Create efficiencies by sharing services and technologies across multiple partner regions.

REGIONAL SITE OUTLINE

The following content, tools, and resources will be included in the regional site, subject to changes by an executed change order provided by DPI and Teach.org:

1. Content pages describing what it's like to be a teacher, inspiring people, and delivering key messages. These content pages are applicable for any region and can be edited to be more locally specific.
 - a. The nature of the work
 - b. Impact a teacher will have
 - c. Career paths
2. Content pages which provide information and resources on becoming a teacher and requesting support in figuring out the steps/process. These content pages are applicable for any region and can be edited to be more locally specific.
 - a. Choosing training
 - b. Funding training
 - c. Getting licensed- steps and options for earning a credential
3. Content pages which provide North Carolina-specific information about what it's like to teach in North Carolina.
 - a. Why North Carolina
 - b. Salary & Benefits
 - c. Discover the Districts/Schools (information about individual school systems)
 - d. Educator Preparation Programs – page which highlights all prep programs in the area
 - e. Financial Aid & Scholarships
 - f. Local events and program opportunities
 - g. Additional pages may be added as appropriate and feasible

4. A registration sign-up tool which asks for information to get to know the subscriber, from which content/tools/resources may be recommended (via email, via site pages, etc.).
5. 1:1 Coaching: Live advising sessions with current North Carolina educators who can provide guidance related to exploring the profession and applying to a teacher preparation program.
6. An educator preparation program search tool, which enables visitors to find and learn about North Carolina-area educator preparation programs, using filters to highlight key criteria.
7. Financial Incentives: Opportunities for prospects to receive fee reimbursements and/or TeachNC-furnished scholarships.
8. A "For Teachers" page which invites teachers to submit an email address to learn more about getting involved in recruiting the next generation of teachers.
9. TEACH will continue to maintain a connection between the TeachNC site and the State's job board site.
10. A note or content page from DPI or the State Superintendent.

10. If this is a contract amendment briefly describe the service you need and the business case for it (e.g. why it is necessary and how it will help you carry out the work of your division).

This is a requirement by the state budget to adopt and use this platform to aid in teacher recruitment. This has been an extremely valuable tool thus far in recruiting teachers into educator preparation programs.

11. Please provide the name, email, and phone number for the DPI Business Owner.

Dr. Mark Samberg
Director, IT Strategy and Shared Services
984-236-2276
Mark.samberg@dpi.nc.gov

Dr. Tom Tomberlin
Director, Educator Recruitment and Support
Thomas.tomberlin@dpi.nc.gov

APPENDIX A

GENERAL SCOPE OF WORK

Background and Update

In 2013 the North Carolina Department of Public Instruction's (NCDPI's) Office of Early Learning (OEL) facilitated the development of an organized professional development system for North Carolina's (NC's) preschool programs called the 'Early Learning Network' (<http://nceln.fpg.unc.edu/>). This project is based at the University of North Carolina at Chapel Hill (UNC-CH), Frank Porter Graham Child Development Institute (FPG-CDI). Through this collaboration with FPG, NCDPI has been able to access expert advice and resources from the national Early Childhood Technical Assistance (ECTA) Center funded by the Office of Special Education Programs (OSEP) in the US Department of Education. The NC Early Learning Network provides the needed infrastructure to implement statewide professional development initiatives that provide systematic training on evidence-based instructional practices. This project is primarily funded by the Individuals with Disabilities Education Act (IDEA), Part B, Section 619 state set-aside funds. Section 619 and 611 of IDEA guarantees a free, appropriate public education (FAPE) for children with delays or disabilities from ages 3 through 5 years. NCDPI has received the IDEA Part B, Section 610 Preschool Grant since 1986 without interruption.

Preschool-aged children who are eligible for exceptional children services are served in LEA operated classrooms (often with blended funding) as well as in NC PreK, Head Start, and community childcare programs and in homes. OSEP acknowledges the importance of providing high quality professional development to staff funded by all early childhood agencies and programs to ensure that high quality, evidence-based core instruction is provided to all children with disabilities who may be enrolled in those programs. We are amending the current contract to include new activities required by the Preschool Development Grant and new activities related to the Preschool Pyramid Model (PPM) that were not included in the previous amendment. For example, a key focus is on equitably supporting all LEAs with PPM implementation and other evidence-based practices. This includes designing intensive technical assistance for PSUs, such as the Leandro counties, that are traditionally disproportionately resourced or that serve children with traditionally disproportionate outcomes. In addition, we are extending the current contract through October 31, 2025 to ensure the continuation of existing and future work on professional development and technical assistance for the Office of Early Learning and to provide necessary support to meet compliance and quality indicators that are required to be addressed for the Office of Early Learning and Exceptional Children's Division to continue to receive federal funding for Exceptional Children's Preschool Services in NC.

Since the origination of this contract, The Office of Early Learning, in conjunction with the NC Early Learning Network, developed train-the-trainer and on-line professional development modules which are aligned with the NC Early Learning Standards and the NC Professional Teaching Standards (<https://nceln.fpg.unc.edu/>). To date, over 35,000 on-line training modules have been consumed by early childhood teachers and students enrolled in institutions of higher education. Approximately 40 school districts and 3 Head Start programs are engaged in the targeted Preschool Pyramid Project where leadership implementation teams guide their programs through training and coaching of the evidenced-based practices. The training provided through this contract benefits families, teachers, and diagnosticians in understanding the scope and sequence of child development and is also being utilized in the state's support of high-quality transition to kindergarten processes.

This work has received international recognition at the Global Implementation Science Conference in 2021; the DEC International Conference on Young Children with Disabilities and their Families in 2019, 2020, and 2021; and the International Inclusion Conference in 2019 and 2020. Additionally, the NC Preschool Pyramid Model Project (MTSS in early childhood for social-emotional development) received national recognition by the OSEP (Implementing and Evaluating the NC Preschool Pyramid Project to Support Social and Emotional Development, <http://ectacenter.org/~meetings/ecidea18/mtgagenda.asp>).

The support this contract provides for NC DPI OEL was also featured in the UNC Chapel Hill Frank Porter Graham Child Development Institute's Impact report in 2019 and 2021. The report highlighted the support of cross-sector collaboration among early childhood agencies and organizations across NC as well as the successful technical assistance and coaching support provided to preschool teachers to implement EBPs, improve family partnerships, and support inclusion and educational equity, especially for children in preschool with disabilities. Also, the support this contract provides for the statewide coaching model to implement evidence-based practices to fidelity in preschool classrooms across NC is being featured and presented in a 3-hour workshop at the National Training Institute on Effective Practices for Addressing Challenging Behavior in April 2022."

The most recent evaluation data for this project was presented at the National Training Institute for the National Pyramid Innovations project (<https://nceln.fpg.unc.edu/node/3833>). Data from this project is also included in the Exceptional Children Division State Systemic Improvement Plan and is reported to the Office of Special Education Programs annually.

The Office of Early Learning does not have the capacity to continue and expand this work without the continuation of this contract. The scope of work for this contract is aligned with federal reporting requirements for NC's annual performance report (addressing Child Find, NC Policies, and Indicators on the report) and with relevant state legislation. Recently, the state Head Start Collaboration Office assisted in facilitating a collaboration with Head Start Programs at the local level to include them into the professional development and technical assistance on implementation of the Preschool Pyramid Model.

October 1, 2021- October 31, 2022

*** Oct 1, 2021 to Oct 31, 2022 activities are in addition to the current scope of work for year 9, which will continue through this amendment.**

Project Goals

With this funding, UNC Chapel Hill will:

1. Provide support and training to the Transition to Kindergarten Pilot Project, a cross-sector effort by NC Division of Child Development and Early Education (DCDEE), NC Department of Public Instruction (DPI), and NC Partnership for Children (NCPC) to support DCDEE strategic plan goal to support children with being on track for school success.
2. Provide support for the DCDEE strategic plan goal to provide high quality learning experiences by developing content and tools to Increase the knowledge, skills, and capacity of early learning communities across the state through evidence-based training and technical assistance,
3. Provide support for the DCDEE strategic plan goal to build and sustain supported and supportive families by providing training and technical assistance on engaging family leaders on community leadership teams.
4. Contribute to the development of state level guidance documents, processes, and training materials, and
6. Collaborate among and within agencies to maximize resources.

Project Activities/ Deliverables

UNC Chapel Hill FPG will provide the following support to each item indicated below. The scope of work and timeline for activities are provided on pages 6-9:

October 2021-December 2022

Activity 1: Provide ELN project leadership representative to serve on PreK-Kindergarten Transition Pilot State Leadership Team and attend monthly State Leadership Team meetings

Activity 2: Provide ELN Regional Consultants to attend pilot meetings involving preschool programs in the pilot to provide support to programs and to help facilitate activities during meeting, as requested by PreK-Kindergarten Transition Pilot State Leadership Team

Activity 3: Provide ELN Regional Consultants to provide consultation and TA support to preschool programs involved in the pilot (at least 1 contact per month, and upon request).

Activity 4: Provide ELN Regional Consultants to assist OEL Consultants and DCDEE Consultants with planning and providing consultation to pilot leadership teams, as requested.

Activity 5: Assist NC DCDEE with planning and presentations related to the PDG grant, as requested by DCDEE.

Activities 6-11: Organize, design, develop, and provide registration support for *Webinar 1: Equity and Cultural Responsiveness in the Early Childhood Classroom*, an Administrator Webinar to summarize Webinar 1, and a Train-the-Trainer session for Webinar 1.

Design and develop content for Training Webinar 1. Schedule webinar to be presented twice so participants can have two options. Develop webinar announcement with registration link for Webinar 1. Manage and track registration. Send event reminder and link to registered participants.

Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordinator and DCDEE PreK to Kindergarten Transition Pilot Coordinator.

Design and develop content for a pre-recorded, 30-minute *Administrator Webinar 1: Equity and Cultural Responsiveness in the Early Childhood Classroom for Administrators*. Develop webinar announcement with information about Administrator Webinar 1 recording.

Develop trainer materials for *Webinar 1: Equity and Cultural Responsiveness in the Early Childhood Classroom*. Develop webinar announcement with registration link for Train-the-Trainer Session for Webinar 1. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordinators and DCDEE PreK to Kindergarten Transition Pilot Coordinator.

Activities 12-14: Present Training Webinar 1: *Equity and Cultural Responsiveness in the Early Childhood Classroom* twice. Post recorded Administrator Webinar 1. Provide a virtual Train-the-Trainer Session for Trainers/Coaches designated by DCDEE and Pilot Leadership Teams to build their capacity to present training content for Training Webinar 1.

Activities 15-20: Organize, design, develop, and provide registration support for *Webinar 2: Partnering with Families to Support Instruction*, an Administrator Webinar to summarize Webinar 2, and a Train-the-Trainer session for Webinar 2.

Design and develop content for Training Webinar 2. Schedule webinar to be presented twice so participants can have two options. Develop webinar announcement with registration link for Webinar 2. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordinators and DCDEE PreK to Kindergarten Transition Pilot Coordinator.

Design and develop content for a pre-recorded, 30-minute *Administrator Webinar 2: Partnering with Families to Support Instruction for Administrators*. Develop webinar announcement with information about recorded Administrator Webinar 2.

Develop trainer materials for *Webinar 2: Partnering with Families to Support Instruction*. Develop webinar announcement with registration link for Train-the-Trainer Session for Webinar 2. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordinators and DCDEE PreK to Kindergarten Transition Pilot Coordinator.

Activities 21-23: Present Training Webinar 2: *Partnering with Families to Support Instruction* twice. Post Administrator Webinar 2. Provide an online Train-the-Trainer Session for Trainers/Coaches designated by DCDEE and Pilot Leadership Teams to build their capacity to present training content for Training Webinar 2: *Partnering with Families to Support Instruction*.

Activities 24-29: Organize, design, develop, and provide registration support for *Webinar 3: Partnering with Families to Provide Formative Assessment*, an Administrator Webinar to summarize Webinar 3, and a Train-the-Trainer session for Webinar 3.

Design and develop content for a Training Webinar 3. Schedule webinar to be presented twice so participants can have two options. Develop webinar announcement with registration link for Webinar 3. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordinators and DCDEE PreK to Kindergarten Transition Pilot Coordinator.

Design and develop content for a pre-recorded, 30-minute *Administrator Webinar 3: Partnering with Families to Provide Formative Assessment for Administrators*. Develop webinar announcement with information on recorded Administrator Webinar 3.

Develop trainer materials for *Webinar 3: Partnering with Families to Provide Formative Assessment*. Develop webinar announcement with registration link for Train-the-Trainer Session for Webinar 3. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordinators and DCDEE PreK to Kindergarten Transition Pilot Coordinator.

Activities 30-32: Present Training Webinar 3: *Partnering with Families to Provide Formative Assessment* twice. Post Administrator Webinar 3. Provide a virtual Train-the-Trainer Session for Trainers/Coaches designated by DCDEE and Pilot Leadership Teams to build their capacity to present training content for Training Webinar 3: *Partnering with Families to Provide Formative Assessment*.

Activity 33: Develop webinar announcement with registration link for Summer Train-the-Trainer Session for Training Webinars 1-3 to be held in the Summer of 2022. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordinators and DCDEE PreK to Kindergarten Transition Pilot Coordinator.

Activity 34: Provide Summer Train-the-Trainer Sessions for Trainers/Coaches designated by DCDEE and Pilot Leadership Teams to build their capacity to present training content for Training Webinars 1-3.

Oct 1, 2021-Oct 31, 2022 SOW and Timeline*				
* Oct 1, 2021 to Oct 31, 2022 activities are in addition to the current scope of work for year 9, which will continue through this amendment.				
UNC FPG NC-ELN Project (PreK- Kindergarten Transition Pilot) Oct 1, 2021-Dec 31, 2022	Oct-Dec 2021 Quarters			
	1	2	3	4
1. Provide ELN project leadership representative to serve on PreK- Kindergarten Transition Pilot State Leadership Team and attend monthly State Leadership Team meetings.				x
2. Provide ELN Regional Consultants to attend pilot meetings involving preschool programs in the pilot to provide support to programs and to help facilitate activities during meeting, as requested by PreK-Kindergarten Transition Pilot State Leadership Team.				x
3. Provide ELN Regional Consultants to provide consultation and TA support to preschool programs involved in the pilot (at least 1 contact per month, and upon request).				x
4. Provide ELN Regional Consultants to assist OEL Consultants and DCDEE Consultants with planning and providing consultation to pilot leadership teams, as requested.				x
5. Assist NC DCDEE with planning and presentations related to the PDG grant, as requested by DCDEE.				x
6. Design and develop content for a Training Webinar 1: Equity and Cultural Responsiveness in the Early Childhood Classroom. Schedule webinar to be presented twice.				x
7. Develop webinar announcement with registration link for Webinar 1. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co- Coordinators and DCDEE PreK to Kindergarten Transition Pilot Coordinator.				x
8. Design and develop content for pre-recorded, 30-minute Administrator Webinar 1: Equity and Cultural Responsiveness in the Early Childhood Classroom				x
9. Develop webinar announcement with information about Administrator Webinar 1.				x
10. Develop trainer materials for Webinar 1: Equity and Cultural Responsiveness in the Early Childhood Classroom				x
11. Develop webinar announcement with registration link for Train-the-Trainer Session for Webinar 1. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co- Coordinators and DCDEE PreK to Kindergarten Transition Pilot Coordinator.				x

12. Present Training Webinar 1: Equity and Cultural Responsiveness in the Early Childhood Classroom twice.				xx
13. Post recorded Administrator Webinar 1				x
UNC FPG NC-ELN Project (PreK- Kindergarten Transition Pilot) Jan 1, 2022- Oct 31, 2022	Jan- Oct 2022 Quarters			
	1	2	3	4
14. Provide a virtual Train-the-Trainer Session for Trainers/Coaches designated by DCDEE and Pilot Leadership Teams to build their capacity to present training content for Training Webinar 1: Equity and Cultural Responsiveness in the Early Childhood Classroom.				APR 2022
15. Design and develop content for a Training Webinar 2: Partnering with Families to Support Instruction. Schedule webinar to be presented twice.				x
16. Develop webinar announcement with registration link for Webinar 2. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordination and DCDEE PreK to Kindergarten Transition Pilot Coordinator.				x
17. Design and develop content for Administrator Webinar 2: Partnering with Families to Support Instruction for Administrators.				x
18. Develop webinar announcement with information about recorded Administrator Webinar 2.				x
19. Develop trainer materials for Webinar 2: Partnering with Families to Support Instruction.				x
20. Develop webinar announcement with registration link for Train-the-Trainer Session for Webinar 2. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordination and DCDEE PreK to Kindergarten Transition Pilot Coordinator.				x
1. Provide ELN project leadership representative to serve on PreK- Kindergarten Transition Pilot State Leadership Team and attend monthly State Leadership Team meetings	x	x	x	x
2. Provide ELN Regional Consultants to attend pilot meetings involving preschool programs in the pilot to provide support to programs and to help facilitate activities during meeting, as Requested by PreK-Kindergarten Transition Pilot State Leadership Team	x	x	x	x

UNC FPG NC-ELN Project (PreK- Kindergarten Transition Pilot) Jan 1, 2022- Oct 31, 2022	Jan- Oct 2022 Quarters			
	1	2	3	4
3. Provide ELN Regional Consultants to provide consultation and TA support to preschool programs involved in the pilot (at least 1 contact per month, and upon request)	x	x	x	x
4. Provide ELN Regional Consultants to assist OEL Consultants and DCDEE Consultants with planning and providing consultation to pilot leadership teams, as requested.	x	x	x	x
5. Assist NC DCDEE with planning and presentations related to the PDG grant, as requested by DCDEE	x	x	x	x
21. Present Training Webinar 2: Partnering with Families to Support Instruction twice.	x x			
22. Post Administrator Webinar 2	x			
23. Provide a virtual Train-the-Trainer Session for Trainers/Coaches designated by DCDEE and Pilot Leadership Teams to build their capacity to present training content for Training Webinar 2: Partnering with Families to Support Instruction.		APR 2022		
24. Design and develop content for a Training Webinar 3: Partnering with Families to Provide Formative Assessment. Schedule webinar to be presented twice.	x			
25. Develop webinar announcement with registration link for Webinar 3. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordination and DCDEE PreK to Kindergarten Transition Pilot Coordinator.	x			
26. Design and develop content for Administrator Webinar 3: Partnering with Families to Provide Formative Assessment.	x			
27. Develop webinar announcement with information about Administrator Webinar 3.	x			
28. Develop trainer materials for Webinar 3: Partnering with Families to Provide Formative Assessment.	x			
29. Develop webinar announcement with registration link for Train-the-Trainer Session for Webinar 3. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordination and DCDEE PreK to Kindergarten Transition Pilot Coordinator.	x			

UNC FPG NC-ELN Project (PreK- Kindergarten Transition Pilot) Jan 1, 2022- Oct 31, 2022	Jan- Oct 2022 Quarters			
	1	2	3	4
30. Present Training Webinar 3: Partnering with Families to Provide Formative Assessment twice	x x			
31. Post Administrator Webinar 3	x			
32. Provide an online Train-the-Trainer Session for Trainers/Coaches designated by DCDEE and Pilot Leadership Teams to build their capacity to present training content for Training Webinar 3: Partnering with Families to Provide Formative Assessment.		APR 2022		
33. Develop webinar announcement with registration link for Summer Train-the-Trainer Session for Training Webinars 1-3. Manage and track registration. Send event reminder and link to registered participants. Develop and distribute webinar evaluation survey. Send participant list and survey response summary to OEL Pt B 619 Co-Coordination and DCDEE PreK to Kindergarten Transition Pilot Coordinator.		x		
34. Provide Train-the-Trainer Session for Trainers/Coaches designated by DCDEE and Pilot Leadership Teams to build their capacity to present training content for Training Webinars 1-3.			x	

Nov 1, 2022- October 31, 2025

Project Goals

With this funding, the Early Learning Network will:

1. Provide support and training to NC Preschool Exceptional Children Program Coordinators and Directors,
2. Increase the knowledge, skills, and capacity of early learning communities across the state through evidence-based training and technical assistance (program implementation coaching, consultation, and facilitation of peer-to-peer learning and sharing),
3. Develop and disseminate evidence- and research-based materials,
4. Contribute to the development of state level guidance documents, processes, and training materials,
5. Scale up multi-tiered systems of support to ensure early childhood learning through program- wide implementation, and
6. Collaborate among and within agencies to maximize resources.

Project Objectives

To meet these goals, FPG-CDI staff will:

1. Maintain and enhance the statewide system of professional development and support through the Early Learning Network, with supports based on implementation science and evidence- based TA principles and adult learning principles,
2. Provide coordination, oversight, and management of the Early Learning Network,
3. Provide direct support to the state 619 Preschool Coordinator(s) and Directors,
4. Provide logistical support for the work of the Early Learning Network, and
5. Conduct program evaluation and produce reports.

Project Methods and Design

Further delineation of the tasks to accomplish each objective for this project are as follows. See also the scope of work chart/timeline, which includes tasks from 2022-2025.

Project Activities and Deliverables:

Objective 1: Maintain and enhance the statewide system of professional development and support through the Early Learning Network, with supports based on implementation science and evidence-based TA principles and adult learning principles,

The Coordinating Office, including the Project Director, Assoc. Director(s), Project Coordinator, Evaluation and Data Staff, and other support staff will support the work of the ELN Regional TA Staff in the provision of effective training and technical assistance to LEA Preschool Exceptional Children Program Directors, Coordinators, and their staff by doing the following:

1. Oversee and assist Regional TA Staff with training and technical assistance (TA) activities, including planning, development and adaptation of materials, co-presentation and facilitation as needed, and arrangement of activities for the TA Staff's own professional development
2. Maintain Regional TA Staff home offices including equipment such as laptops, printers, copiers, speakers, and headsets, and supplies including flash drives, file folders and other organizational and storage systems, cases and containers to transport and store items, and other office supplies. Provide access to organizational, facilitation, and design platforms to support content design, development, and presentation.
3. Develop and maintain online modules and other materials that use technology, such as videos. Examples include:
 - NC PPM new site orientation video and guidance
 - Early Learning Progressions
 - Online Coaching System
 - Online modules, such as those for Foundations-Emotional Social Development (PPM Tier I) training, IEP training, and Child Outcomes training
4. Maintain ELN project website
5. Develop and maintain online systems and databases (registration, evaluation, and NC PPM data)
6. Develop/Update and produce state and LEA data displays for child find, transition, educational environments, and outcomes annually
7. Track expenditures and budget

The Early Learning Network Regional TA Staff will provide high-quality effective professional development and technical assistance for early childhood professionals.

ELN Regional TA Staff will:

8. Develop and deliver Preschool Pyramid Model (PPM) professional development materials and resources and provide TA and program implementation support to build LEA leadership capacity to deliver training and scale up implementation in their regions, to include:
 - a. PPM Tier I (Foundations for Early Learning- Emotional-Social Development) Train-the- Trainer (TtT) Sessions in contract year 2022-2023. Facilitate regional follow-up TA meetings with trainers completing the series to debrief, provide more targeted support, and assist trainers with planning training locally.
 - b. PPM Tier II (Foundations-ESD) TtT Sessions in contract year 2023-2024. Facilitate regional follow-up TA meetings with trainers completing the series to debrief, provide more targeted support, and assist trainers with planning training locally.

- c. PPM Tier III (Foundations-ESD) TtT Sessions in contract year 2024-2025. Facilitate regional follow-up TA meetings with trainers completing the series to debrief, provide more targeted support, and assist trainers with planning training locally.
- d. Develop content, plan, organize, and present sessions for the annual NC PPM Leadership Team Summit
- e. Provide program implementation coaching/TA support to PPM Implementation Site Leadership Teams to support readiness, implementation, and scale-up/sustainability
- f. Provide TA support with reviewing and analyzing implementation data for implementation site leadership at least 3 times per year
- g. Provide intensive TA to LEAs identified by the State Part B 619 Coordinator(s) as needing more intense TA support for Pyramid implementation in an effort to provide equitable support to LEAs that are traditionally disproportionately resourced or serve children who have traditionally disproportionate outcomes (i.e. Leandro counties).
- h. Provide consultation support to Office of Early Learning staff, as requested, to build their capacity to scale up Pyramid implementation into Kindergarten classrooms
- i. Attend/Present at NTI to stay current on latest PPM tools and research
9. Develop and deliver PPM training and ongoing TA support for practitioner coaches, to include
 - a. Mindful Coaching Training
 - b. TPOT Reliability Training
 - c. NC First Response Trainer Certification Training
 - d. Practice-Based Coaching Using the TPOT training
 - e. Facilitate Regional Coaches' Meetings
 - f. Design, develop, and deliver quarterly PPM Coaches' webinars
 - g. Other TA support activities (coaching, consultation, and facilitating peer-to-peer sharing and learning) for PPM coaches based on review of coaching data and survey responses
 - h. Provide intensive TA to practitioner coaches, or temporary practitioner coaching support, in LEAs identified by the State Part B 619 Coordinator(s) as needing more intense TA support for Pyramid implementation in an effort to provide equitable support to LEAs that are traditionally disproportionately resourced or serve children who have traditionally disproportionate outcomes (i.e. Leandro Counties).
10. Administer and support statewide NC PPM Coaching Certification System
 - a. Maintain and update promo video/module introducing coaching certification process
 - b. Set up a system for receiving, reviewing, and approving certification applications (including staff time)
11. Provide support to targeted Head Start programs collaborating with LEAs to implement the Preschool Pyramid Model
 - a. Include Head Start staff from targeted Head Start programs in all ELN PPM trainings for implementation leadership teams, trainers, and coaches
12. Assist in planning PK to K Transition pilot and provide TA support on transitioning from PK to K to LEAs participating in pilot when requested by LEA
 - a. Provide ELN staff to attend/facilitate regional PK to K Transition Pilot Meetings, as requested
 - b. Provide ELN staff to attend planning meetings for PK to K Transition Pilot SLT, as requested
13. Provide support to LEA Preschool Coordinators
 - a. Develop content and organize and facilitate NC Preschool Coordinator Orientation Part 1 (hybrid virtual/in-person format)
 - b. Develop content and organize and facilitate NC Preschool Coordinator Orientation Part 2 (virtual format)
 - c. Assist Part B 619 Coordinator(s) and Regional Preschool Representatives with planning and facilitating Fall Regional Preschool Coordinator Meetings, one per region, for a total of 8 meetings
 - d. Assist NC Part B 619 Coordinator(s) and Regional Preschool Representatives with planning and facilitating Spring Regional Preschool Coordinator Meetings, one per region, for a total of 8 meetings

- e. Assist NC Part B 619 Coordinator(s) with planning and presenting Data Webinars by providing administrative support (announcement, registration, reminders, setting up links, evaluation, etc.) and production support (setting up polls, managing chat and breakout groups, etc.). Provide ELN TA staff to assist Part B 619 Coordinator(s) with designing and developing the content for the Data webinars, as requested.
 - f. Assist NC Part B 619 Coordinator(s) with supporting a family stakeholder group that provides feedback and input on program data analysis and program planning, improvements, and evaluation, as requested, by providing ELN TA Staff and/or Coordination Support Staff to assist NC Part B 619 Coordinator(s) with organizing, planning, and facilitating the meeting, as requested
 - g. Provide TA support (coaching, consultation, facilitating peer-to-peer sharing and learning) to LEA Preschool Coordinators, as requested by LEA
14. Provide PD support for preschool assessment teams
- a. Prepare, organize, and present Summer TPBA training (hybrid virtual/ in-person format)
 - b. Prepare, organize and present Spring TPBA training (hybrid virtual/in-person format)
15. Design, develop, organize, and facilitate professional development to promote and improve family partnership through improving equity and cultural responsiveness in early childhood settings, to include:
- a. Provide TA support (coaching, consultation, facilitating peer-to-peer sharing and learning) for activities and events promoting and supporting family partnership and educational equity (statewide and LEA-specific)
 - b. Provide TA support for the Early Educator Equity (E3) Cohort (1 cohort per year including up to 20 classroom Teacher/Teacher Asst. teams) to focus on implementing action steps in the classroom that will promote and support educational equity and family partnership
 - c. Present at meetings, conferences, etc. to share strategies for promoting and supporting educational equity and cultural responsiveness
16. Provide support to NC DPI Exceptional Children's Division State/Regional Staff
- a. Provide 1-2 ELN Leadership staff and 7 ELN TA Staff/Consultants to attend regular monthly NC DPI EC Division staff meetings
 - b. Provide 7 ELN TA staff to attend monthly NC DPI EC Division regional data team meetings
 - c. Provide 1 staff person to attend quarterly regional EC Division Director meetings in each region
 - d. Provide presentation on Leveraging Strengths in Leadership (Strengthsfinder) at EC Division Summer New Director Leadership Institute, as requested
 - e. Provide presentation on Early Childhood Outcomes Data at EC Division Spring New Director Leadership Institute, as requested
 - f. Provide up to 9 ELN staff to assist with hosting/supporting sessions at annual Fall EC Conference, as requested
 - g. Assist EC Division with reviewing LEA self-assessments and providing follow-up support, as needed.

Objective 2: Provide coordination, oversight and management of the Early Learning Network.

The Project Director and Assoc. Director(s) will:

- 1. Supervise, oversee, and manage the work of the Regional TA Staff and coordinating office staff
- 2. Organize and help facilitate monthly staff meetings
- 3. Supervise, oversee, and manage the evaluation of *Early Learning Network* activities
- 4. Assist the state 619 Preschool Coordinator with the development of further objectives for the Early Learning Network

Objective 3: Provide support to the NC Part B 619 Preschool Coordinator(s).

The Coordinating office, including the Project Director and Lead Consultants will:

- 1. Stay abreast of the most current federal mandates, data reporting requirements, state policies and procedures, as well as effective practices for programs that serve preschoolers with IEPs through

memberships in professional organizations and ongoing PD (conferences, trainings, collaborative meetings, leadership development and effective teaming training, etc.).

2. Facilitate and demonstrate collaboration with DPI and other early childhood partners by:
 - Presenting and co-presenting at state and national conferences
 - Participating on DPI State Implementation Team
 - Participating on DPI Social and Emotional Learning Implementation Team
 - Participating on OEL MTSS/PPM Collaboration Work Group, as requested
 - Participating on and providing admin support to NC Cross-Sector Pyramid Model State Leadership Team

Attending regular NC Birth to Grade 3 Interagency Council meetings

- Participating on NC Interagency Coordinating Council
- Participating in DCDEE Stakeholder Meetings, as requested

3. Manage consulting and service agreements and contracts with external consultants and vendors and process and track payments

Objective 4: Provide logistical support for the work of the Early Learning Network

The Coordinating Office, including the Project Director, Assoc. Directors, Project Coordinator, Evaluation and Data Staff, and other support staff will:

1. Disseminate information about federal and state mandates, policies, procedures, and requirements, as well as effective practices
2. Develop and maintain online training modules
3. Support all professional development and TA activities with online registration systems, materials production, packaging, and shipping and providing support for virtual PD/TA events

Objective 5: Program Evaluation

The Coordinating Office, including the Project Director, Lead Consultants, Project Coordinator, Evaluation and Data Staff, and other support staff will:

1. Evaluate the activities of objectives I-IV

November 1, 2022- October 31, 2025 SOW & Timeline

Objective 1	2022-23	2023-24	2024-25
The Coordinating Office, including the Project Director, Assoc. Director(s), Project Coordinator, Evaluation and Data Staff, and other support staff will support the work of the ELN Regional TA Staff in the provision of effective training and technical assistance to LEA Preschool Exceptional Children Program Directors, Coordinators, and their staff by doing the following:			
1. Oversee and assist Regional TA Staff with training and technical assistance (TA) activities, including planning, development and adaptation of materials, co-presentation and facilitation as needed, and arrangement of activities for the TA Staff's own professional development	x	x	x
2. Maintain Regional TA Staff home offices including equipment such as laptops, printers, copiers, speakers, and headsets, and supplies including flash drives, file folders and other organizational and storage systems, cases and containers to transport and store items, and other office supplies. Provide access to organizational, facilitation, and design platforms to support content design, development, and presentation.	x	x	x

November 1, 2022- October 31, 2025 SOW & Timeline			
	2022-23	2023-24	2024-25
3. Develop and maintain online modules and other materials that use technology, such as videos. Examples include: <ul style="list-style-type: none"> NC PPM new site orientation video and guidance Early Learning Progressions Online Coaching System Online modules, such as those for Foundations-Emotional Social Development (PPM Tier I) training, IEP training, and Child Outcomes training 	x	x	x
4. Maintain ELN project website	x	x	x
5. Develop and maintain online systems and databases (registration, evaluation, and NC PPM data)	x	x	x
6. Develop/Update and produce state and LEA data displays for child find, transition, educational environments, and outcomes annually	x	x	x
7. Track expenditures and budget	x	x	x
The Early Learning Network Regional TA Staff will provide high-quality effective professional development and technical assistance for early childhood professionals. ELN Regional TA Staff will:			
8. Develop and deliver Preschool Pyramid Model (PPM) professional development materials and resources and provide TA and program implementation support to build LEA leadership capacity to deliver training and scale up implementation in their regions, to include: <ul style="list-style-type: none"> PPM Tier I (Foundations for Early Learning- Emotional-Social Development) Train-the-Trainer (TtT) Sessions (Facilitate complete virtual TtT series in 2022-23. Post most current trainer materials for this series on the ELN website all three years of the contract and provide follow up TA to LEA trainers every year, as requested, to build their capacity to provide training locally). Facilitate regional follow-up TA meetings with trainers completing the series to debrief, provide more targeted support, and assist trainers with planning training locally. PPM Tier II (Foundations-ESD) TtT Sessions (Facilitate complete virtual TtT series in 2023-24. Post most current trainer materials for this series on the ELN website all three years of the contract and provide follow up TA to LEA trainers every year, as requested, to build their capacity to provide training locally). Facilitate regional follow-up TA meetings with trainers completing the series to debrief, provide more targeted support, and assist trainers with planning training locally. PPM Tier III (Foundations-ESD) TtT Sessions (Facilitate complete virtual TtT series in 2024-25. Post most current trainer materials for this series on the ELN website all three years of the contract and provide follow up TA to LEA trainers every year, as requested, to build their capacity to provide training locally). Facilitate regional follow-up TA meetings with trainers completing the series to debrief, provide more targeted support, and assist trainers with planning training 	x	x	x

<p>locally.</p> <p>d. Develop content, plan, organize, and present multiple sessions at the annual NC PPM Leadership Team Summit each year of contract</p> <p>e. Provide program implementation coaching/TA support to PPM Implementation Site Leadership Teams to support readiness, implementation, and scale-up/sustainability</p> <p>f. Provide TA support with reviewing and analyzing implementation data for implementation site leadership at least 3 times per year</p> <p>g. Provide intensive TA to LEAs identified by the State Part B 619 Coordinator(s) as needing more intense TA support for Pyramid implementation in an effort to provide equitable support to LEAs that are traditionally disproportionately resourced or serve children who have</p> <p>traditionally disproportionate outcomes (i.e. Leandro counties).</p>			
November 1, 2022- October 31, 2025 SOW & Timeline			
	2022-23	2023-24	2024-25
<p>h. Provide consultation support to Office of Early Learning staff to build their capacity to scale up Pyramid implementation into Kindergarten classrooms</p> <p>Attend/Present at NTI to stay current on latest PPM tools and research</p>			
<p>9. Develop and deliver PPM training and ongoing TA support for practitioner coaches, to include</p> <p>a. Mindful Coaching Training each year of the contract</p> <p>b. TPOT Reliability Training each year of the contract</p> <p>c. NC First Response Trainer Certification Training each year of the contract</p> <p>d. Practice-Based Coaching Using the TPOT training each year of the contract</p> <p>e. Facilitate Regional Coaches' Meetings each year of the contract</p> <p>f. Design, develop, and deliver quarterly PPM Coaches' webinars each year of the contract</p> <p>g. Other TA support activities (coaching, consultation, and facilitating peer-to-peer sharing and learning) for PPM coaches based on review of coaching data and survey responses</p> <p>h. Provide intensive TA to practitioner coaches, or temporary practitioner coaching support, in LEAs identified by the State Part B 619 Coordinator(s) as needing more intense TA support for Pyramid implementation in an effort to provide equitable support to LEAs that are traditionally disproportionately resourced or serve children who have traditionally disproportionate outcomes (i.e. Leandro counties).</p>	x	x	x
<p>10. Administer and support statewide NC PPM Coaching Certification System</p> <p>a. Maintain and update promo video/module introducing coaching certification process</p> <p>b. Set up a system for receiving, reviewing, and approving certification applications (including staff time)</p>	x	x	x

November 1, 2022- October 31, 2025**SOW & Timeline**

	2022-23	2023-24	2024-25
<p>11. Provide support to targeted Head Start programs collaborating with LEAs to implement the Preschool Pyramid Model</p> <p>a. Include Head Start staff from targeted Head Start programs in all ELN PPM trainings for implementation leadership teams, trainers, and coaches</p>	x	x	x
<p>12. Assist in planning PK to K Transition pilot and provide TA support on transitioning from PK to K to LEAs participating in pilot when requested by LEA</p> <p>a. Provide ELN staff to attend/help facilitate regional PK to K Transition Pilot Meetings</p> <p>Provide ELN staff to attend planning meetings for PK to K Transition Pilot SLT</p>	x	x	x
<p>13. Provide support to LEA Preschool Coordinators</p> <p>a. Develop content and organize and facilitate NC Preschool Coordinator Orientation Part 1 (hybrid virtual/in-person format) each year of contract</p> <p>b. Develop content and organize and facilitate NC Preschool Coordinator Orientation Part 2 (virtual format) each year of contract</p> <p>c. Assist Part B 619 Coordinator and Regional Preschool Representatives with planning and facilitating Fall Regional Preschool Coordinator Meetings, one per region, for a total of 8 meetings each year of contract</p> <p>d. Assist NC Part B 619 Coordinator and Regional Preschool Representatives with planning and facilitating Spring Regional Preschool Coordinator Meetings, one per region, for a total of 8 meetings each year of contract</p> <p>e. Assist NC Part B 619 Coordinator(s) with planning and presenting Data Webinars, as requested by providing administrative support (announcement, registration, reminders, setting up links, evaluation, etc.) and production support (setting up polls, managing chat and breakout groups, etc.). Provide ELN TA staff to assist Part B 619 Coordinator(s) with designing and developing the content for the Data webinars, as requested</p> <p>f. Assist NC Part B 619 Coordinator(s) with supporting a family stakeholder group that provides feedback and input on program data analysis and program planning, improvements, and evaluation, as requested, by providing ELN TA Staff and/or Coordination Support Staff to assist Part B 619 Coordinator(s) with organizing, planning, and facilitating the meeting, as requested</p> <p>g. Provide TA support (coaching, consultation, facilitating peer-to-peer sharing and learning) to LEA Preschool Coordinators, as requested by LEA</p>	x	x	x

November 1, 2022- October 31, 2025			
SOW & Timeline			
	2022-23	2023-24	2024-25
14. Provide PD support for preschool assessment teams (2 TPBA trainings per year for each year of the contract) a. Prepare, organize and present Summer TPBA training (hybrid virtual/ in-person format) b. Prepare, organize and present Spring TPBA training (hybrid virtual/in-person format)	x	x	x
15. Design, develop, organize, and facilitate professional development to promote and improve equity and cultural responsiveness in early childhood settings, to include: a. Provide TA support (coaching, consultation, facilitating peer-to-peer sharing and learning) for activities and events promoting and supporting equitable settings and resources (statewide and LEA-specific)	x	x	x
b. Provide TA support (targeted statewide TA meetings and individualized ongoing TA support) for the Early Educator Equity (E3) Cohort to focus on supporting participants to implement action steps in the early childhood classroom and field that will promote and support educational equity and family partnership c. Present at meetings, conferences, etc. to share strategies for building partnerships and relationships with families by promoting and supporting educational equity and cultural responsiveness			
16. Provide support to NC DPI Exceptional Children's Division State/Regional Staff a. Provide 1 ELN Leadership staff and 7 ELN TA/Consultant Staff to attend regular monthly NC DPI EC Division staff meetings (with ELN TA staff substituting when needed). b. Provide 7 ELN TA staff to attend monthly NC DPI EC Division regional data team meetings c. Provide 1 staff person to attend quarterly regional EC Division Director meetings in each region a. Provide presentation on Leveraging Strengths in Leadership (Strengthsfinder) at EC Division Summer New Director Leadership Institute, as requested b. Provide presentation on Early Childhood Outcomes Data at EC Division Spring New Director Leadership Institute, as requested f. Provide up to 9 ELN staff to assist with hosting/supporting sessions at annual Fall EC Conference, as requested g. Assist EC Division with reviewing LEA self-assessments and providing follow-up support, as needed.	x	x	x
Objective 2			
1. Supervise, oversee, and manage the work of the Regional TA Staff and coordinating office staff	x	x	x
2. Organize and help facilitate monthly staff meetings	x	x	x
3. Supervise, oversee, and manage the evaluation of <i>Early Learning</i>	x	x	x

<i>Network activities</i>			
4. Assist the state 619 Preschool Coordinator with the development of further objectives for the Early Learning Network	x	x	x
Objective 3			
1. Stay abreast of the most current federal mandates, data reporting requirements, state policies and procedures, as well as effective practices for programs that serve preschoolers with IEPs through memberships in professional organizations and ongoing PD (conferences, trainings, collaborative meetings, leadership development and effective teaming training, etc.).	x	x	x
2. Facilitate and demonstrate collaboration with DPI and other early childhood partners by: <ul style="list-style-type: none"> • Presenting and co-presenting at state and national conferences • Participating on DPI State Implementation Team • Participating on DPI Social and Emotional Learning Implementation Team • Participating on OEL MTSS/PPM Collaboration Work Group, as requested • Participating on and providing admin support to NC Cross-Sector Pyramid Model State Leadership Team • Attending regular NC Birth to Grade 3 Interagency Council meetings • Participating on NC Interagency Coordinating Council • Participating in DCDEE Stakeholder meetings, as requested 	x	x	x
November 1, 2022- October 31, 2025			
SOW & Timeline			
	2022-23	2023-24	2024-25
3. Manage consulting and service agreements and contracts with external consultants and vendors and process and track payments	x	x	x
Objective 4			
1. Disseminate information about federal and state mandates, policies, procedures, and requirements, as well as effective practices	x	x	x
2. Develop and maintain online training modules	x	x	x
3. Support all professional development and TA activities with online registration systems, materials production, packaging, and shipping and providing support for virtual PD/TA events	x	x	x
Objective 5			
Evaluate the activities of objectives 1-4	x	x	x

**APPENDIX C
CONTRACTOR CERTIFICATIONS
INSTRUCTIONS**

The person who signs this document should read the text of the statutes listed below and consult with counsel and other knowledgeable persons before signing.

- The text of Article 2 of Chapter 64 of the North Carolina General Statutes can be found online at: http://www.ncga.state.nc.us/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_64/Article_2.pdf
- The text of G.S. 105-164.8(b) can be found online at: https://www.ncleg.net/EnactedLegislation/Statutes/PDF/BySection/Chapter_105/GS_105-164.8.pdf
- The text of G.S. 143B-1350(k) can be found online at: http://www.ncleg.net/EnactedLegislation/Statutes/PDF/BySection/Chapter_143B/GS_143B-1350.pdf
- The text of G.S. 143-59.1 can be found online at: http://www.ncga.state.nc.us/EnactedLegislation/Statutes/PDF/BySection/Chapter_143/GS_143-59.1.pdf
- The text of G.S. 143-59.2 can be found online at: http://www.ncga.state.nc.us/EnactedLegislation/Statutes/PDF/BySection/Chapter_143/GS_143-59.2.pdf

CERTIFICATIONS

- (1) Pursuant to N.C.G.S. 147-33.95(g), the State shall not enter into a contract unless the awarded Vendor and each of its subcontractors comply with the E-Verify requirements of N.C.G.S. Chapter 64, Article 2. Vendors are directed to review the foregoing laws. Any awarded Vendor must submit a certification of compliance with E-Verify to the awarding agency, and on a periodic basis thereafter as may be required by the State.
- (2) Pursuant to G.S. 147-33.95(g), the undersigned hereby certifies that the Contractor named below, and the Contractor's subcontractors, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system." E-Verify System Link: www.uscis.gov
- (3) The undersigned hereby certifies that the Contractor named below is not an "ineligible Contractor" as set forth in G.S. 143-59.1(a) because:
 - (a) Neither the Contractor nor any of its affiliates has refused to collect the use tax levied under Article 5 of Chapter 105 of the General Statutes on its sales delivered to North Carolina when the sales met one or more of the conditions of G.S. 105-164.8(b); **and**
 - (b) [check **one** of the following boxes]
 - ☒ Neither the Contractor nor any of its affiliates has incorporated or reincorporated in a "tax haven country" as set forth in G.S. 143-59.1(c)(2) after December 31, 2001; **or**
 - ☐ The Contractor or one of its affiliates **has** incorporated or reincorporated in a "tax haven country" as set forth in G.S. 143-59.1(c)(2) after December 31, 2001 **but** the United States is not the principal market for the public trading of the stock of the corporation incorporated in the tax haven country.
- (4) The undersigned hereby certifies that none of the Contractor's officers, directors, or owners (if the Contractor is an unincorporated business entity) has been convicted of any violation of Chapter 78A of the General Statutes or the Securities Act of 1933 or the Securities Exchange Act of 1934 within 10 years immediately prior to the date of the bid solicitation.

- (5) The undersigned hereby certifies further that:
- (a) He or she is a duly authorized representative of the Contractor named below;
 - (b) He or she is authorized to make, and does hereby make, the foregoing certifications on behalf of the Contractor; and
 - (c) He or she understands that any person who knowingly submits a false certification may be guilty of a Class I felony.

NAME OF VENDOR: The University of North Carolina at Chapel Hill

Cara Pettit

SIGNATURE OF AUTHORIZED AGENT:

TITLE OF AUTHORIZED AGENT: on behalf of Terry Magnuson, Vice Chancellor for Research

APPENDIX D

DETAILED BUDGET

October 1, 2021-Oct 31, 2022

Budget Narrative

**1. Personnel Year 9: \$ 356,993
Fringe Year 9: \$126,457**

Professional level of effort is based on the investigators' anticipated requirements for carrying out the proposed research and related activities. A description of the major responsibilities of the staff is included in the following pages. The salary levels for individuals are based on current salary levels of the proposed staff with a salary increase of 5% in the first year and 3% in each of the remaining three years of the project. All salary expenditures are handled in accordance with the State of North Carolina and University of North Carolina policies and procedures.

Note: response regarding "other sources of funding/pending funding". In cases where the % of effort exceeds 100% and all projects are funded, time will be adjusted so that individuals on this IES application will devote the effort proposed in the application.

The personnel costs (salary and fringe) from July 1, 2021-Oct 31, 2022 are estimated at \$483,450. Fringe benefits are computed at 25.889% on salaries, with the addition of medical insurance of \$7,046 per year.

Sherri Britt Williams, Principal Investigator/Director at 0.30 FTE, will oversee the budget of the project, review deliverables/content to assure high quality, participate in state leadership planning meetings and present on work as requested by funder. PI will also provide guidance to Associate Directors as needed.

TBD, TA Staff at .85 FTE, will provide technical assistance to designated preschool educators and assist with designing, developing, and presenting training webinars, as assigned by supervisor.

TBD, TA Staff at .85 FTE, will provide technical assistance to designated preschool educators and assist with designing, developing, and presenting training webinars, as assigned by supervisor.

TBD, Data/Evaluation Staff, at .20 FTE will be responsible for collecting, analyzing and summarizing evaluation data for trainings and meetings.

TBD, Data/Evaluation Staff & TA Support at .25 FTE will be responsible for assisting with coordinating and tracking registration information for trainings/webinar, analyzing and summarizing evaluation data for trainings and meetings, and assisting with reviewing/editing training content and trainer materials, as requested.

Laura Curtis, Event Coordinator at 0.10 FTE, will lead coordination of logistical support to project events and activities, with consultation and direction from Associate Directors.

Allison Hildebrande, Social Research Assistant at .30 FTE, will assist with registration, materials production, webinar technical support, etc. and provide additional administrative support as needed.

TBD, Social Research Assistant at .50 FTE, will assist with registration, materials production, webinar technical support, etc. and provide additional administrative support as needed.

Christine Wagoner, Tech Support Analyst at .11 FTE, will assist in design and development of products and materials to be posted on the website.

Lisa Levin, Business Coordinator at 0.05 FTE, will assist with reviewing budget expenditures and budget projections to ensure that the contract is on budget.

Amy Crume, Accounting Technician at 0.25 FTE, will manage the budget for this project.

TBD, IT Support at .09 FTE, will provide guidance and technical assistance on technology, website, and online system needs.

2. Supplies Year 9: \$18,340

Training Development and Delivery Supplies: General office supplies (pens, paper, folders, notebooks, staples, highlighters, etc.) are estimated at \$1,000. This is based on our experience with covering supplies for similar events related to this work over the course of 7-8 years. 3 books providing supporting information and resources that correspond to the 3 training modules will be mailed out to approximately 50 leadership teams and 100 designated trainers/coaches participating in the pilot. The 3 books are estimated to cost \$30/each. 3 books x \$30 = \$90 x 50 leadership teams and 100 trainers/coaches = \$13,500. Subscription to content development tool to be used for designing and developing content for trainings (to be delivered online) is estimated at a reduced academic user rate of \$650/person x 4 users = \$2,600. Learning Forward Memberships to be used to access training design and development resources is estimated at a rate of \$160/person x 4 staff = \$640. NAEYC memberships to be used to access articles and tools to inform content development is estimated at \$150/person x 4 users = \$600.

3. Communication Year 9: \$3,100

Postage and Printing: \$3,100

Postage at \$2,700. As part of the training, books and other training materials will be mailed out to participants. Printing services for posters, visual training/presentation displays, reports, infographics, etc. is estimated at \$400.

4. Travel Year 9: \$3,576

Conference Travel Expense: \$3,576.30

PI/Director and 2 staff will attend and/or present on the PDG work at a national conference targeting supporting young children and their families (with topic areas focusing on partnering with families and promoting equity and cultural responsiveness in early child care settings and/or providing professional development and implementation support to administrators and educators). Conference registration is estimated to be \$400/person for 3 staff = \$800. Roundtrip flight is estimated at \$300/person for 3 staff = \$900. Out of State per diem allowance is \$42.10 x 3 staff = \$126.30. Estimated hotel cost \$150/night x 3 nights = \$450 x 3 staff = \$1,350. \$1,200 + \$900 + \$126.30 + \$1,350 = \$3,576.30.

5. Indirect Cost- 15%: \$75,659

NC DPI has a lower negotiated indirect cost rate of 15%. The total expenses for this project are \$504,391 x .15 (indirect cost rate) = \$75,659

Subtotal: \$508,466

Indirect Cost Rate:

\$76,270

Total proposed budget (October 1, 2021- Oct 31, 2022) = \$584,736

Nov 1, 2022- October 31, 2025

Budget Narrative

- 1. Personnel:**
Year 10: \$1,123,674
Year 11: \$1,157,383

Year 12: \$1,192,107
TOTAL Personnel (Yrs 1-4): \$3,830,157

Fringe:
Year 10: \$390,379
Year 11: \$399,110
Year 12: \$408,106
TOTAL Fringe (Yrs 1-4): \$1,324,052

Personnel costs (salary and fringe) for Nov 1, 2022-Oct 31, 2025 are estimated at \$5,154,209. Fringe benefits are computed at 25.889% on salaries, with the addition of medical insurance of \$6,512 per year.

Sherri Britt Williams, Principal Investigator at 75% FTE, will oversee the budget and quality and timeliness of activities and deliverables of the project and provide guidance to Co-Principal Investigator/Director as needed. Catasha Williams, Co-Principal Investigator/Director at 85% FTE will oversee and manage the implementation of the project activities and work of the project staff and provide professional expertise. Janet Sockwell, Assoc. Director at 100% FTE, will supervise and coach regional ELN Consultants in the western part of the state and provide technical assistance and training to NC preschool programs. Kris Earl, TA Staff at 100% FTE, will provide technical assistance and training to NC preschool programs. Lori Hartley, TA Staff at 100% FTE, will provide technical assistance and training to NC preschool programs. Katie Lewis, TA Staff at 100% FTE, will provide technical assistance and training to NC preschool programs. DelShana LeGrant, TA Staff at 100% FTE, will provide technical assistance and training to NC preschool programs. Paula Grubbs, TA Staff at 100% FTE, will provide technical assistance and training to NC preschool programs. TBD, TA Staff at 100% FTE, will provide technical assistance and training to NC preschool programs. TBD, TA Staff at 100% FTE, will provide technical assistance and training to NC preschool programs. TBD, Data/Evaluation Staff at 20% will assist in the analysis of evaluation data for events and meetings and provide summary evaluation reports and will assist in the development and update of data displays and quarterly and annual reports. TBD, Data/Evaluation Staff & TA Support at 25% will assist in the development and update of data displays and quarterly and annual reports and assist with facilitation and TA support, as needed. Laura Curtis, Project Coordinator at 20% FTE, will lead coordination of logistical support to project events and activities. Sonia Sabater, Social Research Asst at 50% FTE, will assist in the coordination of logistical support to project events and activities. Allison Hildebrande, Social Research Asst at 40% FTE will provide administrative support for the project. Christine Wagner, Website Design/Updates at 40% FTE, assists in design and development of products and materials for the web. Lisa Levin, Business Coordinator at 20% FTE, will assist with reviewing budget expenditures and budget projections to ensure that the contract is on budget. Amy Crume, Accounting Technician at 25% FTE, will manage the budget for this project. IT Support, TBD at 8.7% FTE will provide guidance and technical assistance on technology, website, and online system needs. TBD, Research Administrative Assistant at 100% FTE, will coordinate registration and materials production for conferences, trainings, meetings and provide administrative support.

2. Consultant Fees:

Year 10: \$87,000
Year 11: \$87,000
Year 12: \$87,000

TOTAL Consultant Fees (Yrs 1-4): \$261,000

Consulting and Facilitation Support for content development and ELN Staff professional development, team building, and strategic planning is estimated at \$5,000 per event. Estimating consultant support for content development/facilitation for three ELN project training events and consultant/facilitator support for three ELN staff PD events per year \$5,000 x 6 = \$30,000 x 3 years = **\$90,000**. Consulting and facilitation support for content development and presentation of the TPBA training events is estimated at \$2,000 per event with 2 TPBA training

events scheduled per year= \$4,000 x 3 years= **\$12,000**. Keynoteand plenary presentations for Preschool Pyramid Model Summit and other ELN-sponsored professional development events for LEAs is estimated at \$15,000 per year x 3 years=**\$45,000**

Service Agreement Support for video services to support content development and event facilitation;Video shoot costs \$1,000/day including travel and estimating a need of 8 days per year: \$1,000 x 8 = \$8,000 x 3 years = **\$24,000**.

Sheps Center also provides support for maintaining and updating the ELN Pyramid Data System toudate and maintain the data system for Pyramid implementation and coaching data. Fees are estimated at \$2,500 per month: \$2,500 per month x 12 months = \$30,000 x 3 years = **\$90,000**

3. **Supplies:**

Year 10: \$70,000
Year 11: \$70,000
Year 12: \$70,000

TOTAL Supplies (Yrs 1-4): \$228,340

Training Development and Presentation Supplies are estimated at \$70,000 year x 3 years = **\$210,000**.

Supplies include general office supplies; subscriptions for software, images, and platform use; memberships to professional organizations to obtain access to most current literature, tools, and guidance which inform content development and TA support; laptops and accessories to be upgraded once during the 3-year cycle; and books and materials mailed out to ELN staff and event participants to be used to engage participants in professional development events and support application of content to practice.

4. **Staff Travel:**

Year 10: \$137,701
Year 11: \$137,701
Year 12: \$137,701

TOTAL Travel (Yrs 1-4): \$416,678

Facilitated On Location Events: \$24,873.48

- **Preschool Coordinator Orientation Part 1: \$6,498.36**

This training requires 1 overnight for 9 ELN staff = 9 overnights x \$110/night per person = \$990. 9 ELN staff x 163 miles (average number of miles to be driven perstaff member) = 1,467 miles x .56 per mile = \$821.52. Per diem per ELN staff is \$39.40/day x 9 ELN staff = \$354.60. Total staff travel = \$990 (hotel) + \$821.52(mileage) + \$354.60 (per diem) = **\$2,166.12 per year x 3 years = \$6,498.36**

- **Mindful Coaching: \$2,166.12**

This training will be a hybrid offering that includes a series of virtual sessions concluding with an onsite session. This training requires 1 overnight for 3 ELN staffx \$110/night per person = \$330. 3 ELN staff x 163 miles = 489 miles x .56 per mile = \$273.84. Per Diem per ELN staff is \$39.40/day x 3 ELN staff = \$118.20. Total staff travel = \$330(hotel) + \$273.84 (mileage) + \$118.20 (per diem) = **\$ 722.04 per year x 3 years= \$2,166.12**

- **TPOT Training: \$2,166.12**

This training will be a hybrid offering that includes a series of virtual sessions concluding with an onsite session and TPOT reliability competency exam. This training requires 1 overnight for 3 ELN staff x \$110/night per person = \$330. 3 ELN staff x 163 miles = 489 miles x .56 per mile = \$273.84. Per Diem per ELN staff is \$39.40/day x 3 ELN staff = \$118.20. Total staff travel = \$330(hotel) + \$273.84(mileage) + \$118.20 (per diem) = **\$ 722.04 per year x 3 years= \$2,166.12**

- **PPM Leadership Team Summit: \$11,702.40**

This training requires 2 overnights for 10 ELN staff = 20 overnights x \$110/night per person = \$2,200. 10 ELN staff x 163 miles = 1,630 miles x .56 per mile = \$912.80. Per diem per ELN staff is \$39.40/day x 10 ELN staff = \$394.00 x 2 days = \$788. Total staff travel = \$2,200 (hotel) + \$912.80 (mileage) + \$788 (per diem) = **\$3,900.80 per year x 3 years= \$11,702.40**

- **TPBA Training: \$2,340.48**

This training requires 2 overnights for 2 ELN staff = 4 overnights x \$110/night per person = \$440. 2 ELN Staff x 163 miles = \$326 x .56 per mile = \$182.56. Per Diem per ELN staff is \$39.40/day x 2 ELN Staff for 2 days = \$157.60. Total staff travel = \$440 (hotel) + \$182.56 (mileage) + \$157.60 (per diem) = \$ per year x 2 (provided twice a year) = **\$780.16 x 3 years= \$2,340.48**

Routine travel expenses for planning and providing TA support: \$223,219.32

- EC Division Statewide Staff Meetings: 1 ELN Leadership Staff and 7 ELN TA/Consultant Staff will attend the EC Division Statewide Staff Meetings. Meetings will be held in Raleigh, NC nine times per year.

8 ELN staff x 9 meetings per year= 72 trips x 163 (average mileage per trip) = \$11,736 miles x .56= \$6,572.16 (mileage). One overnight at \$110/night per person x 8 people x 9 meetings= \$7,920 (hotel). Per diem per staff is \$39.40/day x 8 ELN staff x 9 meetings = \$2,836.80(per diem). Total travel= \$6,572.16 + \$7,920 + \$2,836.80= **\$17,328.96 x 3 years= \$51,986.88**

- EC Division Regional Data Meetings: 7 ELN Regional TA staff will attend the EC Division Regional Data Meetings. Meetings will be held in Raleigh, NC nine times per year.

7 ELN Regional TA staff x 9 meetings per year= 63 trips x 163 (average mileage per trip) = 10,269 miles x .56 = \$5,750.64 (mileage) + 1 overnight at \$110/night per person= \$110 x 7 people x 9 meetings= \$6,930 (hotel). Per Diem per staff is \$39.40/day x 7 ELN staff x 9 meetings= \$2,482.20 (per diem). Total travel= \$5,750.64 + \$6,930 + \$2,482.20 = **\$15,162.84 x 3 years= \$45,488.52**

- Regional EC Director Meetings: 7 ELN staff x 4 meetings/year = 28 trips x 163 = 4,564 miles x .56 = **\$2,555.84 x 3 years = \$7,667.52**

- ELN Leadership Meetings: **\$8,439.84**

3 ELN Leadership staff x 6 meetings per year = 18 trips x 163 miles = 2,934 miles x .56 = **\$1,643.04 x 3 years= \$4,929.12.**

Annual ELN Leadership Strategic Planning Session: 3 ELN staff x 1 annual strategic planning session per year = 3 trips x 163 miles = 489 miles x .56 = \$273.84 + 2 overnights at \$110/night per person = \$220 x 3 people = \$660 (hotel). Per Diem per staff is \$39.40/day x 3 ELN staff x 2 days = \$236.40 (per diem). Total travel for annual strategic planning meetings = **\$273.84 + \$660 + \$236.40 = \$1,170.24 x 3 years = \$3,510.72**

- ELN Consultant Meetings: 10 ELN staff x 12 meetings per year = 120 trips x 163 miles = 19,560 miles x .56 = \$10,953.60 (mileage) + 1 overnight at \$110 per person x 10 people = \$1,100 (hotel). **Per diem per staff is \$39.40/day x 10 ELN staff = \$394.00. Total travel is \$10,953.60 + \$1,100 + \$394.00 = \$12,447.60 x 3 years = \$37,342.80**
- Routine TA/Coaching Support to PPM Leadership Teams: Estimating 40 sites and 2 visits per site = 80 trips x 163 (avg mileage per trip) = 13,040 miles x .56 = **\$7,302.40 x 3 years = \$21,907.20**
- Intensive TA/Coaching Support to PPM Leadership Teams and Practice-Based Coaches Identified by State Pt B 619 Coordinator(s): Estimating 4 sites and 4 visits per site = 16 trips x 163 (avg mileage per trip) = 2,608 miles x .56 = **\$1,460.48 x 3 years = \$4,381.44**
- General TA/Consultation to LEAs: Estimating 2 site visits per month x 12 months = 24 trips x 7 ELN staff = 168 trips x 163 miles = 27,384 miles x .56 = **\$15,335.04 x 3 years = \$46,005.12**

Presenting At/Attending Conferences for a total of \$165,008.76

- Fall Exceptional Children's Division Conference: Hotel stay is covered by DPI. \$157.60 (\$39.40 per diem for 4 days) x 9 ELN staff = \$1,418.40 (per diem) + 9 ELN Staff x 163 (average mileage per trip) = 1,467 miles x .56 = \$821.52 (mileage); \$1,418.40 (per diem) + \$821.52 (mileage) = **\$2,239.92 x 3 years = \$6,719.76.**
- NTI Conference: Estimated registration = \$375 + \$500 (estimated flight) + \$1,000 (est. hotel for 4 days at \$250/day) + \$168.40 (\$42.10 per diem for 4 days) = 2,043.40 x 10 ELN staff = **\$20,434 x 3 years = \$61,302**
- DEC Conference: Estimated registration = \$375 + \$500 (estimated flight) + \$1,000 (est. hotel for 4 days at \$250/day) + \$168.40 (\$42.10 per diem for 4 days) = 2,043.40 x 3 ELN staff = **\$6,130.20 x 3 years = \$18,390.60**
- NAEYC Conference: Estimated registration = \$375 + \$500 (estimated flight) + \$1,000 (est. hotel for 4 days at \$250/day) + \$168.40 (\$42.10 per diem for 4 days) = 2,043.40 x 2 ELN staff = **\$4,086.80 x 3 years = \$12,260.40**
- DaSY Conference: Estimated registration = \$375 + \$500 (estimated flight) + \$1,000 (est. hotel for 4 days at \$250/day) + \$168.40 (\$42.10 per diem for 4 days) = 2,043.40 x 2 ELN staff = **\$4,086.80 x 3 years = \$12,260.40**
- Inclusion Conference: \$440 (estimated hotel for 4 days at \$110/day) + \$157.60 (\$39.40 per diem for 4 days) = \$597.60 x 7 ELN staff = **\$4,183.20 x 3 years = \$12,549.60**

- ATD Conference: Estimated registration= \$1500 + \$500 (estimated flight) + \$1,250 (est. hotel for 5 days at \$250/day) + \$210.50 (\$42.10 per diem for 5days) = \$3,460.50 x 4 ELN staff= **\$13,842 x 3 years= \$41,526**

5. Other:

Year 10: \$35,726

Year 11: \$35,726

Year 12: \$35,726

TOTAL Other (Yrs. 1-4): \$110,277

- Communications: Mobile Device Stipend: \$70/month for 10 staff=\$700 x 12 months = **\$8,400 x 3years = \$25,200**
- Communications/Mailing: Postage at **\$2500/year x 3 years= \$7,500**
- Participant Expense- Preschool Coordinator Orientation Part 1: **\$5,476.80**
New preschool coordinators will be reimbursed for their travel expenses to attend Part 1 of Preschool Coordinator Orientation. Based on previous years' experience, we estimate an average of 163 miles round trip per person and estimate there will be 20 new preschool coordinators each year. The estimation is calculated as follows: 163 miles round trip/person x .56/mile = \$91.20 x 20 people = \$1,825.60 x 3 years= \$5,476.80
- Meeting Costs: **\$69,000**
(The estimated costs of venue and AV for each event are based on previous 9 years experience.)
 - **Preschool Coordinator Orientation Part 1:**
Venue cost is \$1,000 for 1 day, AV costs are \$500, and catering is \$600 for a total of **\$2,100 x 3 years= \$6,300**
 - **Mindful Coaching:**
Venue cost is \$1,000 for 1 day and AV costs are \$500 for a total of **\$1,500 x 3 years= \$4,500.**
 - **TPOT Training:**
Venue cost is \$1,000 for 1 day and AV costs are \$500 for a total of **\$1,500 x 3 years= \$4,500.**
 - **PPM Leadership Team Summit:**
This event requires a larger than usual venue due to the number of participants. Snacks and lunch must be provided since quick lunch/snack options are not available nearby. Venue cost is \$3,500 for 2 days. AV costs are \$500 for 2 days and catering costs are \$2,000 for 2 days for a total of **\$6,000 x 3 years= \$18,000**
 - **TPBA Training:**
This event requires a larger than usual venue due to the number of participants. This is also provided 2x/year. Snacks and lunch must be provided since quick lunch/snack options are not available nearby. Venue

cost is \$1,750 for 1 day. AV costs are \$500 and catering costs are \$1,000 for a total of **\$3,250 x 2= \$6,500/year x 3 years= \$19,500**

○ **ELN TA Staff and Leadership Meetings:**

Estimated venue cost is \$450/day x 12 meetings= **\$5,400 x 3 years= \$16,200**

Subtotal Nov 1, 2022- Oct 31, 2025 =\$5,662,038

Indirect cost rate (15%) = \$849,306

Total proposed budget for Nov 1, 2022- Oct 31, 2025 (see pages 6-26): \$6,511,344

Total added budget for 2021-2022 (see pages 1-5): \$584,736

TOTAL FOR ENTIRE AMENDMENT: \$7,096,080

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ELN Project
PI: Sherri Williams

YEAR 9

START DATE: 10/1/2021 END DATE: 10/31/2022

PERSONNEL

Role	Name	Title	Project		FTE%	Institutional	Requested	Fringe	Total
			Months	Mths		Salary	Salary	Benefits	
KP	Williams, Sherri Britt	Principal Investigator	15	4.5	30%	94,888	35,583	11,858	47,441
	Williams, Catasha	Co-PI/Assoc. Director	15	0	0%	#DIV/0!	0	0	0
	Sockwell, Janet	Assoc. Director	15	0	0%	#DIV/0!	0	0	0
	Earl, Kris	TA Specialist	15	0	0%	#DIV/0!	0	0	0
	Hartley, Lori	TA Specialist	15	0	0%	#DIV/0!	0	0	0
	Lewis, Katie	TA Specialist	15	0	0%	#DIV/0!	0	0	0
	LeGrant, DelShana	TA Specialist	15	0	0%	#DIV/0!	0	0	0
	Grubbs, Paula	TA Specialist	15	0	0%	#DIV/0!	0	0	0
	TBD	TA Specialist	15	0	0%	#DIV/0!	0	0	0
	TBD	Data/Evaluation	15	3	20%	71,264	17,816	6,376	24,192
	TBD	Data/Evaluation & TA Support	15	3.75	25%	71,264	22,270	7,970	30,240
	Curtis, Laura	Coordinator	15	1.5	10%	88,584	11,073	3,749	14,822
	Sabater, Sonia	Social Research Assistant	15	0	0%	#DIV/0!	0	0	0
	Hildebrande, Allison	Social Research Assistant	15	4.5	30%	45,520	17,070	7,063	24,133
	Wagner, Christina	Website	15	1.65	11%	54,407	7,481	2,907	10,388
	Levin, Lisa	Business Coordinator	15	0.75	5%	48,656	3,041	1,228	4,269
cs	Crume, Amy	Account Technician	15	3.75	25%	57,568	17,990	6,861	24,851
cs	TBD	IT Support	15	1.5	10%	87,552	10,944	3,715	14,659
	TBD	Research Assistant	15	7.5	50%	61,800	38,625	14,408	53,033
	TBD	TA Specialist	15	12.75	85%	82,400	87,550	30,161	117,711
	TBD	TA Specialist	15	12.75	85%	82,400	87,550	30,161	117,711
	TBD		15	0	0%	#DIV/0!	0	0	0
						Subtotals:	356,993	126,457	483,450
CONSULTANT									
Consultant Fees								0	
Consultant Expenses								<u>0</u>	0
SUPPLIES									
Training Materials								18340	
Laptops								0	
								0	
Curriculum Materials								0	
Other								<u>0</u>	18,340
TRAVEL									
PI Travel								3576.3	
Staff Travel								0	
Conferences								0	
Data Collectors								0	
Foreign Travel								<u>0</u>	3,576
OTHER									
Communications								3100	
Communications: Mailing								0	
Express Mailing								0	
Publications costs								0	
Subject Payments								0	
Meeting Costs								0	
Transcription Services								0	
Other								0	
Graduate Student Tuition (2 Semesters)								<u>0</u>	3,100
									508,466
SUBTOTAL DIRECT COSTS									0
SUBCONTRACT								Direct	0
F & A BASE -								F & A	508,466
TOTAL DIRECT COSTS									508,466
F & A COSTS - 15.0%									76,270
TOTAL COSTS									584,736

* UNC-CH Fringe Benefits Rates =25.900% plus Health Insurance @ \$7,046.00*/FTE; Temporary 9.490%; Graduate Fringe, 1.840%, GraduateHealth \$4,223.04/FTE; Post Doc Fringe 9.490%, Post Doc Health \$4,829.16/FTE; CCP Fringe 30.807%; Clinical Comprehensive Plan Health \$9,409.16.

ELN Project
PI: Sherri Williams

YEAR 10

START DATE: 11/1/2022 END DATE: 10/31/2023

PERSONNEL

Role	Name	Title	Project		FTE%	Institutional	Requested	Fringe	Total
			Months	Mths		Salary	Salary	Benefits	
KP	Williams, Sherri Britt	Principal Investigator	12	9	75%	97,733	73,300	24,270	97,570
	Williams, Catasha	Co-PI/Assoc. Director	12	10.2	85%	88,849	75,522	25,549	101,071
	Sockwell, Janet	Assoc. Director	12	12	100%	88,849	88,849	30,058	118,907
	Earl, Kris	TA Specialist	12	12	100%	91,335	91,335	30,702	122,037
	Hartley, Lori	TA Specialist	12	12	100%	85,740	85,740	29,253	114,993
	Lewis, Katie	TA Specialist	12	12	100%	80,604	80,604	27,922	108,526
	LeGrant, DelShana	TA Specialist	12	12	100%	84,872	84,872	29,028	113,900
	Grubbs, Paula	TA Specialist	12	12	100%	84,872	84,872	29,028	113,900
	TBD	TA Specialist	12	12	100%	84,872	84,872	29,028	113,900
	TBD	Data/Evaluation	12	2.4	20%	73,405	14,681	5,211	19,892
	TBD	Data/Evaluation & TA Support	12	3	25%	73,404	18,351	6,515	24,866
	Curtis, Laura	Coordinator	12	2.4	20%	91,235	18,247	6,135	24,382
	Sabater, Sonia	Social Research Assistant	12	6	50%	48,264	24,132	9,773	33,905
	Hildebrande, Allison	Social Research Assistant	12	4.8	40%	46,885	18,754	7,675	26,429
	Wagner, Christina	Website	12	4.8	40%	56,038	22,415	8,623	31,038
	Levin, Lisa	Business Coordinator	12	2.4	20%	50,125	10,025	4,005	14,030
cs	Crume, Amy	Account Technician	12	9	75%	59,295	44,471	16,803	61,274
cs	TBD	IT Support	12	7.2	60%	90,177	54,106	18,241	72,347
	TBD	Research Assistant	9	9	100%	63,654	63,654	23,532	87,186
	TBD	TA Specialist	3	3	100%	84,872	84,872	29,028	113,900
	TBD	TA Specialist	9	0	0%	#DIV/0!	0	0	0
Subtotals:							1,123,674	390,379	1,514,053

CONSULTANT	Consultant Fees	49,000	
	Consultant Expenses	<u>38,000</u>	87,000

SUPPLIES	Research Supplies	70000	
	Laptops	0	
		0	
	Curriculum Materials	0	
	Other	<u>0</u>	70,000

TRAVEL	PI Travel	0	
	Staff Travel	137700.52	
	Conferences	0	
	Data Collectors	0	
	Foreign Travel	<u>0</u>	137,701

OTHER	Communications	8400	
	Communications: Mailing	2500	
	Express Mailing	0	
	Publications costs	0	
	Subject Payments	1825.6	
	Meeting Costs	23000	
	Transcription Services	0	
	Other	0	
	Graduate Student Tuition (2 Semesters)	<u>0</u>	35,726

SUBTOTAL DIRECT COSTS	1,844,479
SUBCONTRACT	Direct 0
	F & A 0
F & A BASE -	1,844,479
TOTAL DIRECT COSTS	1,844,479
F & A COSTS - 15.0%	276,672
TOTAL COSTS	2,121,151

* UNC-CH Fringe Benefits Rates =25.889% plus Health Insurance @ \$6,512*/FTE; Temporary 9.490%; Graduate Fringe, 1.840%, GraduateHealth \$4,137.60/FTE; Post Doc Fringe 9.490%, Post Doc Health \$4,808.76/FTE; CCP Fringe 30.796%; Clinical Comprehensive Plan Health \$8,652.80

ELN Project
PI: Sherri Williams

YEAR 11

START DATE: 11/1/2023 END DATE: 10/31/2024

PERSONNEL

Role	Name	Title	Project		FTE%	Institutional	Requested	Fringe	Total
			Months	Mths		Salary	Salary	Benefits	
KP	Williams, Sherri Britt	Principal Investigator	12	9	75%	100,667	75,500	24,840	100,340
	Williams, Catasha	Co-PI/Assoc. Director	12	10.2	85%	91,514	77,787	26,136	103,923
	Sockwell, Janet	Assoc. Director	12	12	100%	91,514	91,514	30,748	122,262
	Earl, Kris	TA Specialist	12	12	100%	94,075	94,075	31,411	125,486
	Hartley, Lori	TA Specialist	12	12	100%	88,312	88,312	29,919	118,231
	Lewis, Katie	TA Specialist	12	12	100%	83,022	83,022	28,549	111,571
	LeGrant, DelShana	TA Specialist	12	12	100%	87,418	87,418	29,687	117,105
	Grubbs, Paula	TA Specialist	12	12	100%	87,418	87,418	29,687	117,105
	TBD	TA Specialist	12	12	100%	87,418	87,418	29,687	117,105
	TBD	Data/Evaluation	12	2.4	20%	75,605	15,121	5,325	20,446
	TBD	Data/Evaluation & TA Support	12	3	25%	75,604	18,901	6,657	25,558
	Curtis, Laura	Coordinator	12	2.4	20%	93,975	18,795	6,277	25,072
	Sabater, Sonia	Social Research Assistant	12	6	50%	49,712	24,856	9,961	34,817
	Hildebrande, Allison	Social Research Assistant	12	4.8	40%	48,293	19,317	7,821	27,138
	Wagner, Christina	Website	12	4.8	40%	57,720	23,088	8,798	31,886
	Levin, Lisa	Business Coordinator	12	2.4	20%	51,625	10,325	4,083	14,408
cs	Crume, Amy	Account Technician	12	9	75%	61,073	45,805	17,148	62,953
cs	TBD	IT Support	12	7.2	60%	92,882	55,729	18,662	74,391
	TBD	Research Assistant	12	12	100%	65,564	65,564	24,027	89,591
	TBD	TA Specialist	12	12	100%	87,418	87,418	29,687	117,105
	TBD	TA Specialist	12	0	0%	#DIV/0!	0	0	0
						Subtotals:	1,157,383	399,110	1,556,493

CONSULTANT	Consultant Fees	49,000	
	Consultant Expenses	<u>38,000</u>	87,000

SUPPLIES	Research Supplies	70000	
	Laptops	0	
		0	
	Curriculum Materials	0	
	Other	<u>0</u>	70,000

TRAVEL	PI Travel	0	
	Staff Travel	137700.52	
	Conferences	0	
	Data Collectors	0	
	Foreign Travel	<u>0</u>	137,701

OTHER	Communications	8400	
	Communications: Mailing	2500	
	Express Mailing	0	
	Publications costs	0	
	Subject Payments	1825.6	
	Meeting Costs	23000	
	Transcription Services	0	
	Other		
	Graduate Student Tuition (2 Semesters)	<u>0</u>	35,726

SUBTOTAL DIRECT COSTS	1,886,919
SUBCONTRACT	Direct 0
	F & A 0
F & A BASE -	1,886,919
TOTAL DIRECT COSTS	1,886,919
F & A COSTS - 15.0%	283,038
TOTAL COSTS	2,169,957

* UNC-CH Fringe Benefits Rates =25.889% plus Health Insurance @ \$6,512*/FTE; Temporary 9.490%; Graduate Fringe, 1.840%, GraduateHealth \$4,137.60/FTE; Post Doc Fringe 9.490%, Post Doc Health \$4,808.76/FTE; CCP Fringe 30.796%; Clinical Comprehensive Plan Health \$8,652.80

ELN Project
PI: Sherri Williams

YEAR 12

START DATE: 11/1/2024 END DATE: 10/31/2025

PERSONNEL

Role	Name	Title	Project		FTE%	Institutional	Requested	Fringe	Total
			Months	Mths		Salary	Salary	Benefits	
KP	Williams, Sherri Britt	Principal Investigator	12	9	75%	103,685	77,764	25,426	103,190
	Williams, Catasha	Co-PI/Assoc. Director	12	10.2	85%	94,260	80,121	26,740	106,861
	Sockwell, Janet	Assoc. Director	12	12	100%	94,259	94,259	31,459	125,718
	Earl, Kris	TA Specialist	12	12	100%	96,897	96,897	32,142	129,039
	Hartley, Lori	TA Specialist	12	12	100%	90,961	90,961	30,605	121,566
	Lewis, Katie	TA Specialist	12	12	100%	85,513	85,513	29,194	114,707
	LeGrant, DelShana	TA Specialist	12	12	100%	90,041	90,041	30,367	120,408
	Grubbs, Paula	TA Specialist	12	12	100%	90,041	90,041	30,367	120,408
	TBD	TA Specialist	12	12	100%	90,041	90,041	30,367	120,408
	TBD	Data/Evaluation	12	2.4	20%	77,875	15,575	5,443	21,018
	TBD	Data/Evaluation & TA Support	12	3	25%	77,872	19,468	6,804	26,272
	Curtis, Laura	Coordinator	12	2.4	20%	96,795	19,359	6,423	25,782
	Sabater, Sonia	Social Research Assistant	12	6	50%	51,204	25,602	10,154	35,756
	Hildebrande, Allison	Social Research Assistant	12	4.8	40%	49,743	19,897	7,971	27,868
	Wagner, Christina	Website	12	4.8	40%	59,450	23,780	8,977	32,757
	Levin, Lisa	Business Coordinator	12	2.4	20%	53,175	10,635	4,163	14,798
cs	Crume, Amy	Account Technician	12	9	75%	62,907	47,180	17,505	64,685
cs	TBD	IT Support	12	7.2	60%	95,668	57,401	19,095	76,496
	TBD	Research Assistant	12	12	100%	67,531	67,531	24,537	92,068
	TBD	TA Specialist	12	12	100%	90,041	90,041	30,367	120,408
	TBD	TA Specialist	12	0	0%	#DIV/0!	0	0	0
Subtotals:							1,192,107	408,106	1,600,213

CONSULTANT	Consultant Fees	49,000	
	Consultant Expenses	<u>38,000</u>	87,000

SUPPLIES	Research Supplies	70000	
	Laptops	0	
		0	
	Curriculum Materials	0	
	Other	<u>0</u>	70,000

TRAVEL	PI Travel	0	
	Staff Travel	137700.52	
	Conferences	0	
	Data Collectors	0	
	Foreign Travel	<u>0</u>	137,701

OTHER	Communications	8400	
	Communications: Mailing	2500	
	Express Mailing		
	Publications costs	0	
	Subject Payments	1825.6	
	Meeting Costs	23000	
	Transcription Services	0	
	Other		
	Graduate Student Tuition (2 Semesters)	<u>0</u>	35,726

SUBTOTAL DIRECT COSTS	1,930,639
SUBCONTRACT	0
F & A BASE -	0
TOTAL DIRECT COSTS	1,930,639
F & A COSTS - 15.0%	289,596
TOTAL COSTS	<u>2,220,235</u>

* UNC-CH Fringe Benefits Rates =25.889% plus Health Insurance @ \$6,512*/FTE; Temporary 9.490%; Graduate Fringe, 1.840%, Graduate Health \$4,137.60/FTE; Post Doc Fringe 9.490%, Post Doc Health \$4,808.76/FTE; CCP Fringe 30.796%; Clinical Comprehensive Plan Health \$8,652.80

ELN Project
PI: Sherri Williams

PROJECT PERIOD START DATE: 10/1/2021 END DATE: 10/31/2025

	<u>YEAR 9</u>	<u>YEAR 10</u>	<u>YEAR 11</u>	<u>YEAR 12</u>	<u>TOTAL</u>
PERSONNEL	356,993	1,123,674	1,157,383	1,192,107	3,830,157
FRINGE BENEFITS	126,457	390,379	399,110	408,106	1,324,052
CONSULTANT	0	87,000	87,000	87,000	261,000
EQUIPMENT	0	0	0	0	0
SUPPLIES	18,340	70,000	70,000	70,000	228,340
TRAVEL	3,576	137,701	137,701	137,701	416,678
OTHER	3,100	35,726	35,726	35,726	110,277
SUBTOTAL DIRECT	508,466	1,844,479	1,886,919	1,930,639	6,170,504
SUBCONTRACT					
DIRECT	0	0	0	0	0
F&A	0	0	0	0	0
TOTAL DIRECT	508,466	1,844,479	1,886,919	1,930,639	6,170,504
F&A BASE	508,466	1,844,479	1,886,919	1,930,639	6,170,504
F&A	76,270	276,672	283,038	289,596	925,576
TOTAL COSTS	584,736	2,121,151	2,169,957	2,220,235	7,096,080