

**MANAGEMENT/EVALUATION PLAN**  
**2009-2010**  
**Year 5**

**State: US Virgin Islands**

**Topic: Consolidated Grant Application**

**Goal: To assist the SEA with developing an approved Consolidated Grant Application (CGA)**

**Project Description: FLICC will collaborate with the Office of the Commissioner and the Leadership Team to develop an approved CGA**

**Project Objective**

**Build the capacity of the SEA to develop an approved CGA**

<b>Process Objectives</b>	<b>Outputs/Deliverables</b>	<b>Outcome Objectives</b>	<b>Outcome for State Capacity</b>
1.1 Participate in meetings between VIDE and USED to discuss alternative NCLB programs for CGA development and funding	FLICC meets with VIDE and USED. Meeting Notes are taken A list of potential Title programs selected for consolidation is produced	VIDE staff report that the meetings helped them to identify alternative NCLB programs for CGA development and funding.	A new streamlined process for completing the CGA
1.2 Develop a streamlined CGA writing process for FY09 CGA submission	A Detailed process for developing the CGA is established.	VIDE staff indicate that the writing process is improved and that they are better prepared to develop the CGA for FY10	A completed, approved Consolidated Grant Application
1.3 Convene writing teams to develop long-range plans aligned with title programs	Writing Teams are identified	Writing teams report that FLICC's assistance helped build their capacity to produce a high quality CGA.	Improved strategic process for developing the CGA
1.4 Develop timelines for submission of draft documents	A Timeline for the CGA is developed and followed	VIDE staff indicate that timelines were reasonable and	Enhanced collaboration and communication within and between the SEA and LEA
1.5 Gather input from all program areas.	All program areas are involved in the	Representatives from all program areas	

Process Objectives	Outputs/Deliverables	Outcome Objectives	Outcome for State Capacity
<p>1.6 Develop a rubric to review the quality of the application.</p> <p>1.7 Review all program applications using the new rubric and provide feedback to program leads</p> <p>1.8 Complete revisions</p>	<p>development of the CGA Program leader notes are collected</p> <p>A Rubric is developed and used to review the application</p> <p>Written feedback to program leads</p> <p>Revisions are made by program leads</p>	<p>indicate that they were adequately involved in the CGA submission process.</p> <p>VIDE staff report that FLICC's assistance in reviewing the CGA was helpful.</p> <p>Clients indicate that FLICC staff helped them to identify issues with the CGA and communicated those issues to VIDE in a timely manner.</p> <p>VIDE staff indicate that they revised the CGA based on FLICC's input.</p>	

**Project Timeline:**

- 1.1 July – December 2009
- 1.2 – 1.8 – January – June 2010