



Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

ADVANCED PLACEMENT TEACHER TRAINING PROGRAM

District and School Application for 2020-2021 Awards

October 2020

**Georgia Department of Education
205 Jesse Hill Jr. Drive
1766 Twin Towers East
Atlanta, Georgia 30334**

Table of Contents

Program Guidance

Program Description	3
District and School Eligibility.....	3
Courses Eligible	3
Proposal Review Process	3
Grant Period.....	4
Grant Award Amounts	4
Authorized Use of Funds	4
Grant Award Notification	4

Application Guidance

Completing the Application.....	4
Application Sections.....	5
Submitting Applications Online.....	5
Deadlines.....	5
Application Contact Information.....	6
District Application	7,8,9,10
School Application Section.....	11

Program Description

The Georgia Department of Education is committed to supporting local school districts' efforts to improve the academic achievement of students and to increase access to college-level courses across the state. The Advanced Placement (AP) Teacher Training Grant will provide financial support for teachers to receive training during the summer of 2021. This will allow schools to offer these Advanced Placement (AP) courses during the 2021-2022 school year or the 2022-2023 school year.

Local school districts may apply for a grant to fund AP teacher training in up to two courses per school. Funding is to cover costs, or to partially cover costs, of training expenses including registration, travel (based on current state rate per mile), meals and lodging, if necessary. The grant award may not be used for supplies, classroom resources, or stipends. The grant may only be used to train classroom teachers, not administrators.

District and School Eligibility

Applications will only be accepted from Georgia Public School Districts.

- High Schools must apply through their districts.
- High schools not satisfactorily completing their FY20 Grant Summary Report are ineligible.

Courses Eligible

The AP 2020-2021 Teacher Training Grant is focused on the specific courses listed below.

- Biology
- Calculus
- Capstone: Research / Seminar
- Computer Science A
- Computer Science Principles
- Economics
- English Language
- English Literature
- Spanish
- Physics
- Government
- Studio Art
- Statistics

Districts / Schools with a critical need in another course should contact College Readiness staff before submitting the application.

Proposal Review Process

The Georgia Department of Education will convene a panel and facilitate a review of all applications submitted through the online application portal within four weeks of the submission deadline.

Grant Period

The Advanced Placement Teacher Training Grant is for Advanced Placement Summer Institute training occurring during the summer of 2021. The FY21 AP Teacher Training Grant period will begin January 25, 2021, and end August 31, 2021.

Grant Award Amounts

Grants may be awarded from a minimum of \$250 to a maximum of \$1600 per school.

Authorized Use of Funds

Local school districts that are selected as grant recipients must commit to ensuring that:

- Teachers participate in training for eligible courses during the summer of 2021.
- Selected schools will offer the AP courses for which the teachers received training in the summer of 2021 during the 2021-2022 school year or the 2022-2023 school year.

Local school districts not utilizing at least 80% of their Title II-A AP Teacher Training Grant funds in FY21 will be ineligible for the FY22 grant.

- High Schools must apply through their districts.
- High schools awarded grants in FY21 but not utilizing their funds will be ineligible for FY22.
- High schools not satisfactorily completing their FY21 Grant Summary Report will be ineligible for FY22.

Grant Award Notification

All awards are subject to availability of funds. Grant awards are not final until approved by the State Board of Education in February of 2021, and an award notification is sent from the Georgia Department of Education. Award notification will be sent to the local school district's superintendent with copies forwarded to school principals. Grantees may not obligate funds before receiving the official grant award notification. Applicants will be notified, in writing, of the acceptance or rejection of their applications. The level of funding and effective dates of the projects will be included in the notification of the grant award letter. All applications submitted will be retained by the Georgia Department of Education and will become a part of official Advanced Placement Program records.

Completing the Application

A complete application must be submitted online by the local school district and must bear the signature of the superintendent and local board chair if required by the district. The original application must bear a clear signature of the superintendent. The school application must bear a clear signature of the principal on the school's application. After completion, grant applications are to be uploaded electronically.

Application Sections

The Application is organized into two sections:

- The District Application
 - Information about the district
 - Summative information about school(s) applying for Advanced Placement
 - Teacher Training Program funds
 - Assurances for the receipt of funds
 - School Application(s)
- The School Application:
 - Information about the school(s) courses taught/proposed
 - Number of students currently enrolled in AP courses
 - AP Course(s) for which teacher training is recommended/ requested

Completed Application submissions must include:

- District Application Signature and Cover Page
- District Application School Summary Page
- District Application System Assurances Page
- School Application Page(s) for each school in district applying for the grant

Applications from individual schools will not be accepted.

Submitting Applications Online

Click on the 2020-2021 application portal link: <https://bit.ly/2SNmcPX>

Using your completed application enter the following information:

- District Name
- District AP contact information
- Upload completed application packet (scan and upload or upload pdf)
- School(s)
- School(s) AP contact information
- AP Course(s) for which teacher training is recommended/ requested for each school

Deadline

All District Application packets must be received electronically by the Georgia Department of Education, College Readiness, no later than 4:00 p.m. on Wednesday, December 2, 2020. All School Applications must be a part of a local school District Application to be considered for review. Incomplete applications will not be accepted or reviewed. Applications received after the December 2, 2020 deadline will not be considered for funding. It is the responsibility of the sender to ensure and verify that the document is received by the deadline, Wednesday, December 2, 2020.

Application Contact

For questions regarding the 2020-2021 Advanced Placement Teacher Training Grant, please contact:

Martha Smith, Program Specialist
Georgia Department of Education
Email: masmith@doe.k12.ga.us

DISTRICT APPLICATION
ADVANCED PLACEMENT TEACHER TRAINING GRANT

Georgia Department of Education
Award for Summer of 2021 Training

Signature and Cover Page

District: _____

District Advanced Placement Program Contact: _____

- Email Address: _____
- Phone Number: _____

Number of Schools in District Applying for Grant: _____

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with federal, state, and local requirements, including the assurances and certifications, Page 8, governing the Advanced Placement Program.

Name of Superintendent (required) _____

Email address of Superintendent (required) _____

Signature of Superintendent (required) _____

Date: _____

Name of Local Board Chair: _____, if required by local district policy

Signature of Local Board Chair, _____

Date: _____

District Application

System Assurances

Georgia Department of Education College Readiness Unit

2020-2021 Advanced Placement Teacher Training Grant Assurances

As a duly authorized representative of the local school district listed below, I certify that:

- Selected teachers will be trained during the summer of 2021.
- The school schedule for 2021-2022 or 2022-2023 will include the course(s) for which the teacher(s) received training.
- Funds will be used for the purpose described in the application submitted to the Georgia Department of Education.
- Principals and teachers will adhere to all requirements of the AP Audit.
- Funds will not be used to train administrators.
- The district will ensure that each high school principal completes an **AP Teacher Training Grant Summary Report, to be provided by the College Readiness Unit of GaDOE, no later than August 31, 2021**, as well as any other reporting requirements of the Georgia Department of Education and the State of Georgia Audit and Accounting Division including **closing of the budget no later than September 30, 2021**.
- The district will complete a LEA budget template in the Consolidated Application within four weeks of award notification in February of 2021 (by March 30, 2021).

Local School District Name (Please type or Print)

Typed Name of Superintendent

Authorized Signature

Date

District Application

School Summary Page

Districts Applying for Advanced Placement Program funds must provide the following information for each school included in the application.

School Name/address	AP Contact Name and Email	Name of AP Course(s) in which training is requested Reason: New Course / New Teacher/ Retraining / Other
1.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
2.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
3.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
4.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
5.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
6.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
7.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other

8.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
9.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
10.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
8.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
9.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
10.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
11.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other
12.		Course: Reason: Circle One New Course / New Teacher/ Retraining / Other

SCHOOL APPLICATION
ADVANCED PLACEMENT TEACHER TRAINING GRANT 2020-2021

School	
Principal	
Email Address of Principal	
School Advanced Placement Program Contact:	
Email address of AP school contact:	
Number of AP Courses Offered in 2019-2020	
Number of Students Enrolled in AP Courses 2019-2020	
Number of AP Exams Administered in May 2020	
Course(s) in which teacher training is requested	
<p>Priority will be given to districts / schools with:</p> <ul style="list-style-type: none"> • Low number of AP courses offered • Low student AP participation • School adding new course 	
Course 1	
Course 1: Reason for requesting training funds	<input type="checkbox"/> New Course <input type="checkbox"/> New Teacher <input type="checkbox"/> Retraining <input type="checkbox"/> Other: (Explain) _____
Course 2 (if applicable)	
Course 2: Reason for requesting training funds	<input type="checkbox"/> New Course <input type="checkbox"/> New Teacher <input type="checkbox"/> Retraining <input type="checkbox"/> Other: (Explain) _____

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with state and local requirements governing the Advanced Placement Program.

Signature of the Principal (Required) _____

Date _____