**2021 Quality Enhancement Grant Application Questions**

**Project Summary (75 word limit)**

In two sentences or less, summarize the purpose of this project.

**Organizational Capacity and Relevant Qualifications (250 word limit)**

Describe your organization, its mission, and the leadership capacity to oversee this work, including the governing board (if applicable). Describe who will be responsible for managing and carrying out the proposed activities, and what skills and experience they have that demonstrate their capacity to do this work.

**Challenge or Opportunity (150 word limit)**

Include a brief explanation of the challenge or opportunity being addressed by your project.

**Project Description (500 word limit)**

Include a description of the project. Explain why this is believed to be the best approach to address the challenge or opportunity described above. Include any relevant research or evidence that supports your assertions.

Explain how this approach supports kindergarten readiness for low-income children ages birth to five.

**Plan for Implementation (250 word limit)**

Provide a brief description of how you plan to complete the work and when major milestones will be completed using specific dates. If you are requesting funding for professional development, include who will be providing the professional development (if known), the number of hours of training and/or coaching that will take place during the grant period, and which staff will be involved.

**Program Impact**

How many children ages birth to five will be directly served by this project in the six-county Kansas City metropolitan area (Cass, Clay, Jackson, and Platte counties in Missouri and Johnson and Wyandotte counties in Kansas) **during the grant period**?

Explain how you calculated the number of children ages birth to five that will be directly served by this project during the grant period.

How many of the children impacted by this project receive free/reduced lunch, financial assistance, child care subsidy, or are enrolled in a public assistance program based on family income (can be estimated based on current data if necessary)?

How many teachers and/or leaders will be directly served by this project **during the grant period**?

Explain how you calculated the number of teachers and/or leaders that will be directly served by this project during the grant period.

**Barriers to Success (250 word limit)**

What are the significant challenges to the success of the proposed work (specifically, the organization’s ability to achieve the expected outcomes, such as any external factors beyond the organization’s control, etc.)? How will these challenges be addressed?

**Project Sustainability (150 word limit)**

How do you plan to continue this work after the grant ends?

**Project Outcomes**

Consider the key expected outputs and outcomes of this project. As a reminder, outputs are the activities you undertake as part of your grant. They are products, goods, or services that you (or your partners) create or deliver. Outcomes are the impacts or changes in the world that you intend to achieve through your outputs. Please select those metrics that you feel are most relevant and important to the success of this grant, with a maximum of 5 outputs and 5 outcomes. You must be able to demonstrate anticipated outcomes within the project timeline.

*Each output and outcome should be listed separately and include 5 pieces of information:*

1. WHO (the person(s) conducting the activity or the group for which outcomes will occur)
2. Will do WHAT (the activity conducted or the result to be achieved)
3. HOW MUCH (a specific target)
4. By WHEN (the timeline for completion)
5. HOW WILL WE KNOW? (the strategy for measuring whether the goal was met)

Example Output:

**Example 1:** By August 31, 2022, 100% (15) of instructional staff will receive 35 hours of Conscious Discipline training and 10 hours of coaching, as measured by training and coaching records.

Example Outcomes:

**Example 1**: 100% (17) of teachers trained in Conscious Discipline will achieve program fidelity, as measured by a minimum “good” rating in at least 5 of 8 skills on the Progress Assessment forms by June 30, 2022 and June 30, 2023.

**Example 2**: By August 2022 and August 2023, 85% of children exiting the program for kindergarten will demonstrate readiness by scoring at or above national norms as measured by the Bracken.

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| --- | --- |
| Output 1 | Outcome 1 |
| Output 2 | Outcome 2 |
| Output 3 | Outcome 3 |
| Output 4 | Outcome 4 |
| Etc. *(maximum of 5 outputs)* | Etc. *(maximum of 5 outcomes)* |

**Proposed project timeline**

*Grant activities should not start before August 1, 2021. Grants should be no more than 24 months in length.*

* Approximate start date: \_\_\_\_\_\_\_\_\_\_\_\_\_
* Approximate end date: \_\_\_\_\_\_\_\_\_\_\_\_

**Project Budget**

Please use this [budget template](https://rfp.kauffman.org/protected/resource/eyJoZnJlIjogOTkzOTY4NTIsICJ2cSI6IDEzMjE0NX0/) to articulate the proposed project budget, including a detail of Kauffman Foundation funding, as well as any other sources of funding for this project. Up to 20 percent of the grant budget can be in support of general operations for qualifying non-profit organizations. For-profit applicants are not able to request general operating support due to IRS restrictions. The sum of the line item categories under “Kauffman Budget” should equal this grant request. Please upload the completed form here.

* Grant amount requested: $\_\_\_\_\_\_\_\_\_\_\_
* Total project budget *(including funds from any other sources)*: $\_\_\_\_\_\_\_\_\_\_\_