

Grantee Name: Puget Sound Educational Service District

Project DD3: Investment Fund to Develop Additional Community-School Partnerships

Project Goals/Desired Outcomes: Support the implementation of additional intensive school-community partnerships that will be scaled across the region to support family engagement, English Language Learners and personalized learning.

Narrative: This project creates a fund that aims to raise student achievement by allowing additional models of community-schools partnerships of regional significance. The Executive Committee will develop criteria to guide the use of the fund, and projects will be selected by a competitive process. Results data will be collected and broadly shared.

Key Goals & Performance Measures: *Decreasing Achievement Gaps (Reading & Math)*; % students in "very good" or "exemplary schools"; others to be added after specific investments are allocated by the Executive Committee.

Cross-reference to other projects: DD1, DD2

Item	Activities, Tasks, Milestones, and Deliverables	Key Personnel	Start Date (mm/dd/yy)	End Date (mm/dd/yy)	Status Choose: Not Begun, In Progress, or Complete: mm/dd/yy	In Progress Status Choose: Ahead; On-track; Off-track; Immediate attn reqd	Notes	Dependent Activities (in other projects)	Budget Reference	Change from application (includes pg. reference)	Rationale for change	Implications on other activities, performance measures, and budget?
Activity 14.1:	Activity 1.1: Develop Investment Fund RFP Process and Procedures	PSESD DD3 Project Lead Matthew Gulbranson	4/15/13	9/15/13						Added 0.25 FTE to support management and progress monitoring of the Investment Fund for PSESD (p. 288)	PSESD management necessary to ensure alignment with other RTT-D projects	Moves \$103,202 from investment fund to support project management.
Task 14.1.1	Secure project management assistance, Puget Sound ESD Project Lead	PSESD DD3 Project Lead Matthew Gulbranson	4/15/13	6/15/13								
Task 14.1.2	Create Investment Fund Eligibility Criteria including parameters for proposal development	PSESD DD3 Project Lead Matthew Gulbranson	6/15/13	9/15/13						Change focus on "high need elementary Schools" to "All high-need schools"	As requested by the RTT-D Executive Committee to ensure opportunity for all levels of schools.	No other implications.
Task 14.1.3	Determine Process for Reviewing and Selecting Proposals	PSESD DD3 Project Lead Matthew Gulbranson	6/15/13	8/15/13								
Task 14.1.4	Develop RFP Application	PSESD DD3 Project Lead Matthew Gulbranson	6/15/13	9/15/13								
Task 14.1.5	Create RFP Scoring Guide	PSESD DD3 Project Lead Matthew Gulbranson	6/15/13	9/15/13								
Task 14.1.6	Align Process with Other Investment Fund Projects as appropriate	PSESD DD3 Project Lead Matthew Gulbranson	6/15/13	8/30/13								
14.1.7	<i>Deliverable: Draft of RFP Criteria, Process and Scoring Guide</i>	PSESD DD3 Project Lead Matthew Gulbranson	9/15/13	9/15/13								
14.1.8	<i>Milestone: RFP Process and Procedures drafted and ready for refinement from content experts.</i>	PSESD DD3 Project Lead Matthew Gulbranson	9/15/13	9/15/13								
Activity 14.2:	Convene Technical Work Group Based on Investment Fund Content Expertise, Round 1	PSESD DD3 Project Lead Matthew Gulbranson	7/15/13	10/19/13								
Task 14.2.1	Identify Technical Work Group Members	PSESD DD3 Project Lead Matthew Gulbranson	7/15/13	8/15/13								
Task 14.2.2	Develop Investment Fund-specific Scoring Rubric Recommendations	PSESD DD3 Project Lead Matthew Gulbranson	8/30/13	9/30/13								
Task 14.2.3	Submit Scoring Rubric Recommendations to Executive Committee for Approval	PSESD DD3 Project Lead Matthew Gulbranson	9/30/13	10/19/13								

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Task 14.2.4	Approve Scoring Rubric Recommendations	PSESD DD3 Project Lead Matthew Gulbranson	10/1/13	10/19/13								
14.2.5	<i>Deliverable: Scoring Rubric</i>	PSESD DD3 Project Lead Matthew Gulbranson	9/30/13	9/30/13								
14.2.6	<i>Milestone: RFP, RFP Criteria, Process and Scoring Guide ready for review</i>	PSESD DD3 Project Lead Matthew Gulbranson	10/19/13	10/19/13								
Activity 14.3	Finalize Investment Fund Procedures and Processes, Round 1	PSESD DD3 Project Lead Matthew Gulbranson	10/1/13	11/1/13								
Task 14.3.1	Determine Calendar for Submitting and Reviewing Proposals	PSESD DD3 Project Lead Matthew Gulbranson	10/1/13	11/1/13								
Task 14.3.2	Make Public the Eligibility Criteria, RFP and Scoring Rubric	PSESD DD3 Project Lead Matthew Gulbranson	10/1/13	11/1/13								
Task 14.3.3	Provide technical assistance to districts by collecting/answering questions, and providing individual assistance to districts teams upon request.	PSESD DD3 Project Lead Matthew Gulbranson	10/1/13	11/1/13								
14.3.4	<i>Deliverable: Final Investment Fund Procedures and Processes</i>	PSESD DD3 Project Lead Matthew Gulbranson	11/1/13	11/1/13								
14.3.5	<i>Milestone: Ready to begin RFP process.</i>	PSESD DD3 Project Lead Matthew Gulbranson	11/1/13	11/1/13								
Activity 14.4	Review and Select Projects, Round 1	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	11/1/13	3/30/14								
Task 14.4.1	Districts Submit Proposals with Budget	Districts	11/1/13	11/15/13								
Task 14.4.2	Screen Proposals	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	11/15/13	11/30/13								
Task 14.4.3	Select Finalist Proposals	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	11/30/13	12/15/13								
Task 14.4.4	Submit Finalist Proposals and Award Recommendations to Executive Committee	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	12/1/13	12/15/13								
Task 14.4.5	Select and Award Projects	Executive Committee	11/30/13	12/15/13								
Task 14.4.6	Provide technical assistance and feedback to proposals not awarded funding	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	12/15/13	1/15/14								
Task 14.4.7	Draft contract with district for awarded projects	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	1/15/14	2/15/14								
Task 14.4.8	Send to District Project Manager for signature	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	2/15/14	2/28/14								
Task 14.4.9	Review and sign contract	Executive Committee & Awarded District(s)	2/28/14	3/30/14								

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Task 14.4.10	Receive signed contract and finalize	<i>PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group</i>	2/28/14	3/30/14								
14.4.11	<i>Deliverable: Projects Awarded</i>	<i>PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group</i>	3/30/14	3/30/14								
Activity 14.5	Implement Selected Projects, Round 1	<i>PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)</i>	4/1/14	10/30/14								
Task 14.5.1	Develop Implementation Plan based on proposed content knowledge, personalization and capacity	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	4/1/14	5/1/14								
Task 14.5.2	Submit Implementation Plan to Dept. of Ed.	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	5/1/14	6/1/14								
Task 14.5.3	Incorporate reporting elements in each vendor contract and user MOU	<i>Grantees, PSESD DD3 Project Lead Matthew Gulbranson</i>	6/1/14	6/15/14								
Task 14.5.4	Begin Project Implementation based on timelines outlined in awarded proposals.	<i>Awarded Project Lead(s)</i>	6/15/14	6/30/14								
Task 14.5.5	Monitor Project Implementation by meeting with district leads on a bi-monthly basis to ensure implementation fidelity	<i>PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)</i>	6/30/14	10/30/14								
Task 14.5.6	Collection of data based on interim targets measures.	<i>PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)</i>	6/30/14	10/30/14								
Task 14.5.7	Data analysis of early results reported to Executive Committee.	<i>PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)</i>	7/1/14	10/30/14								
14.5.8	<i>Deliverable: Data analysis of early results</i>	<i>PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)</i>	10/30/14	10/30/14								
14.5.9	<i>Milestone: Implementation of selected project started based on identified timelines and scope of work</i>	<i>PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)</i>	6/30/14	6/30/14								
Activity 14.6	Convene Technical Work Group Based on Investment Fund Content Expertise, Round 2	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	5/15/14	7/30/13								
Task 14.6.1	Identify Technical Work Group Members	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	5/15/14	5/30/14								
Task 14.6.2	Review Investment Fund-specific Scoring Rubric Recommendations	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	5/30/14	6/30/14								
Task 14.6.3	Submit Reviewed Scoring Rubric Recommendations to Executive Committee for Approval	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	6/30/14	7/15/14								
Task 14.6.4	Approve Reviwed Scoring Rubric Recommendations	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	7/15/14	7/30/14								
14.6.5	<i>Deliverable: Scoring Rubric, Round 2</i>	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	7/30/14	7/30/14								
Activity 14.7	Finalize Investment Fund Procedures and Processes, Round 2	<i>PSESD DD3 Project Lead Matthew Gulbranson</i>	8/1/14	9/1/14								

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Task 14.7.1	Determine Calendar for Submitting and Reviewing Proposals	PSESD DD3 Project Lead Matthew Gulbranson	8/1/14	8/15/14								
Task 14.7.2	Make Public the Eligibility Criteria, RFP and Scoring Rubric	PSESD DD3 Project Lead Matthew Gulbranson	8/15/14	8/30/14								
Task 14.7.3	Provide technical assistance to districts by collecting/answering questions, and providing individual assistance to districts teams upon request.	PSESD DD3 Project Lead Matthew Gulbranson	8/15/14	9/1/14								
14.7.4	<i>Deliverable: Final Investment Fund Procedures and Processes</i>	PSESD DD3 Project Lead Matthew Gulbranson	9/1/14	9/1/14								
14.7.5	<i>Milestone: Ready to begin RFP process.</i>	PSESD DD3 Project Lead Matthew Gulbranson	9/1/14	9/1/14								
Activity 14.8	Review and Select Projects, Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	9/1/14	1/30/15								
Task 14.8.1	Districts Submit Proposals with Budget	Districts	9/1/14	9/15/14								
Task 14.8.2	Screen Proposals	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	9/15/14	9/30/14								
Task 14.8.3	Select Finalist Proposals	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	9/30/14	10/15/14								
Task 14.8.4	Submit Finalist Proposals and Award Recommendations to Executive Committee	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	9/30/14	10/15/14								
Task 14.8.5	Select and Award Projects	Executive Committee	10/15/14	11/15/14								
Task 14.8.6	Provide technical assistance and feedback to proposals not awarded funding	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	10/15/14	11/15/14								
Task 14.8.7	Draft contract with district for awarded projects	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	11/15/14	12/15/14								
Task 14.8.8	Send to District Project Manager for signature	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	12/15/14	1/15/14								
Task 14.8.9	Review and sign contract	Executive Committee & Awarded District(s)	12/15/14	1/15/14								
Task 14.8.10	Receive signed contract and finalize	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	12/15/14	1/30/15								
14.8.11	<i>Deliverable: Projects Awarded</i>	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	10/15/14	10/15/14								
Activity 14.9	Implement Selected Projects, Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	1/30/14	9/30/14								
Task 14.9.1	Develop Implementation Plan based on proposed content knowledge, personalization and capacity	PSESD DD3 Project Lead Matthew Gulbranson	1/30/14	2/30/14								
Task 14.9.2	Submit Implementation Plan to Dept. of Ed.	PSESD DD3 Project Lead Matthew Gulbranson	2/30/14	3/30/14								
Task 14.9.3	Incorporate reporting elements in each vendor contract and user MOU	Grantees, PSESD DD3 Project Lead Matthew Gulbranson	3/30/14	4/15/14								
Task 14.9.4	Begin Project Implementation based on timelines outlined in awarded proposals.	Awarded Project Lead(s)	4/15/14	4/30/14								
Task 14.9.5	Monitor Project Implementation by meeting with district leads to ensure implementation fidelity	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	5/1/14	5/31/14								
Task 14.9.6	Monitor Project Implementation by meeting with district leads to ensure implementation fidelity	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	6/1/14	6/30/14								

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Task 14.9.7	Monitor Project Implementation by meeting with district leads to ensure implemetation fidelity	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	7/1/14	7/31/14								
Task 14.9.8	Monitor Project Implementation by meeting with district leads to ensure implemetation fidelity	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	8/1/14	8/31/14								
Task 14.9.9	Monitor Project Implementation by meeting with district leads to ensure implemetation fidelity	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	9/1/14	9/30/14								
Task 14.9.10	Collection of data based on interim targets measures.	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	6/30/14	9/30/14								
Task 14.9.11	Data analysis of early results reported to Executive Committee.	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	8/30/14	9/30/14								
Task 14.9.12	Deliverable: Implementation of selected projects started	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District	4/30/14	4/30/14								
Activity 14.10	Communicate with Executive Committee	PSESD DD3 Project Lead Matthew Gulbranson	7/30/13	7/15/16								
Task 14.10.1	Provide progress update for Executive Committee, Round 1	PSESD DD3 Project Lead Matthew Gulbranson	7/30/13	10/15/13								
Task 14.10.2	Provide progress update for Executive Committee, Round 1	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	10/15/13	1/15/14								
Task 14.10.3	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	1/15/14	4/15/14								
Task 14.10.4	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	4/15/14	7/15/14								
Task 14.10.5	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Technical Work Group	7/15/14	10/15/14								
Task 14.10.6	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)	10/15/14	1/15/15								
Task 14.10.7	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)	1/15/15	4/15/15								
Task 14.10.8	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)	4/15/15	7/15/15								
Task 14.10.9	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)	7/15/15	10/15/15								
Task 14.10.10	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)	10/15/15	1/15/16								
Task 14.10.11	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)	1/15/16	4/15/16								

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Task 14.10.12	Provide progress update for Executive Committee, Round 1 & Round 2	PSESD DD3 Project Lead Matthew Gulbranson & Awarded District Lead(s)	4/15/16	7/15/16								