**NORTH CAROLINA AGRICULTURAL EDUCATION**

**NORTH CAROLINA FFA**

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| Agricultural Education Program Improvement Grant  **SCORING GUIDE** |

**Project Goals**

By providing grants to local agricultural education programs/FFA chapters in North Carolina, this project aims to secure a strong workforce for North Carolina’s agricultural industry by:

* developing students who are college and career ready through agricultural education,
* providing resources for innovative hands-on teaching of 21st century relevant curriculum,
* improving sustainable program facilities, equipment and laboratories, and
* engaging students through experiential learning and leadership development.

**Project Objectives**

* Provide agricultural education improvement grants to local programs: The program will offer through an application process, at least 32 grants valued up to $5,000 to improve local agricultural education programs. Funding will be used to improve local facilities, resources and programs.
* Encourage the economic stability of participants in the state’s agricultural economy: Agricultural education improvement grant recipients will gain resources that will provide hands-on instruction for students using the latest agricultural technologies and resources.
* Improve local agricultural education facilities, equipment and laboratories: Funding will update and modernize resources available to local agriculture teachers.
* Recipients must show sustainability in order that funds will have the largest positive impact possible on student success.
* Program visits by state agricultural education staff will allow for evaluations of the program, provide suggestions for improvement, and record overall impact of the project.

**Scoring Guidelines**

* Four independent reviewers will score all applications.
* A scoring rubric along with this scoring guide will be used to adequately assess each section of each application.
* Once all applications are scored, the scores for each application should be entered into the scoring summary Excel sheet.
* The application review committee will meet to discuss the applications and compile the results
* The state staff will compile the scores from all four reviewers.
* All applicants will be ranked and funding levels will be determined for projects.

**Below is a guide for completing an application for the TTFC Agricultural Education Program Improvement Grant along with the point values used for scoring.**

**Applicant’s General Information – 10 points**

Information provided should be complete for maximum points.

**Project Summary – 5 points**

Information provided should be a short, concise summary of the project.

**Project Goals and Objectives (no more than 1 page) – 40 points**

The goals and objectives of the project should be provided in a bulleted list. The goals and objectives of the project should fall within the goals and objectives of the overall Agricultural Education Program Improvement Grant Goals and Objectives listed on the first page of this document.

The overall purpose of the grant is to provide funding for facilities, resources and programs to improve student learning in agricultural education programs.  **It is not intended to be a source of money for consumable supplies/materials or to be used for short-term events.**

**Expected Outcomes (no more than 1 page) – 40 points**

This section should completely answer the following questions:

* What will the project accomplish and what will be the short/long term impacts of the project?
* What evaluation method(s) will be used to measure these impacts?
* What will be the benchmarks for measuring the project’s success?
* If the project is to continue beyond the grant period, describe how the project will continue to be funded and/or self-sustaining.

**Project Budget – 25 points**

A detailed budget showing line item project expenses and revenues for the entire project should be included. Items paid by grant funds should be fully described and relative to the goals and objectives of the grant.

**Intended Beneficiaries – 10 points**

A list of individuals, groups, organizations, etc. that will benefit from the project should be included.

**Matching Funds Partners (no more than ½ page) – 5 points**

* This section should describe and include realistic value estimates of any in-kind contribution such as personnel, services, equipment, etc.
* Are funds identified and verified to support project cost over the grant?
* For each additional funding partner/grant organizations, the following should be provided:
  + Name of the funding organization, contact name, phone number
  + Type of funding (grant, loan, private contribution)
  + Amount and date received and/or current status

**Project Timeline – 20 points**

A detailed timeline showing when significant events will happen during the project should be included. It should include the period during which the project will operate, when the requested grant funds will be used, as well as major milestones. The timeline should begin after February 6, 2016 and the end of the grant period is December 31, 2016.

**Project Impact Table – 20 points**

Economic Impact/Benefit Information should be included here that is relevant to the project goals and objectives. Estimated numbers can be used as not all impacts will be realized by all applicants.

**Recognition (no more than ½ page) – 10 points**

A description of how the North Carolina Tobacco Trust Fund Commission will be recognized as a supporter of this project should be included. Describe how the North Carolina FFA and North Carolina State University will be promoted as well. Examples include website links, news releases, logos on printed materials, etc.

**Endorsement Letter – 10 points**

A letter of project support written and signed by the school principal on official school letterhead and, for public schools, the Local Education Agency CTE Director on LEA letterhead indicating they will meet all timelines, expectations and financial commitments to complete the project.

**Additional Information – 0 points**

Any additional information that is relevant to the project proposal may be included in this section. Examples include feasibility studies, photos, site plans/architectural drawings, specifications on needed equipment, etc. Some applications may not have additional material; therefore, there are no points awarded for this section. It should be helpful to the review committee to help them better understand the project.

**Verification – 5 points**

An authorized official of the school/organization MUST sign the verification statements that will bind the school/organization to the representations made in the grant.