

Montana 21st Century Community Learning Centers (21st CCLC)

Montana Tech is seeking applicants to serve as proposal readers for the state's 21st Century Community Learning Centers (21st CCLC) competition. Because this competition funds important afterschool programming to the children of Montana, we hold our readers to high expectations. Each reader is expected to;

- have access to a computer with internet access and Microsoft Excel in order to complete necessary tasks.
- provide a minimum of ten hours of work to the process; 2 hours training, 2 hours of paperwork, and 6 hours of reading and entering scores.
- participate in a mandatory reader training via webinar on March 29, 2019.
- return all contractual and human resource paperwork to Montana Tech by January 30, 2019.
- conduct reading and evaluation of proposals between May 8-18, 2019. The quality of review for each proposal is expected to be independent, detailed, objective, constructive and have well-written comments.
- be available for phone score consultations (if needed) between May 22-29, 2019.

Each reader is provided \$500 for their time and expertise. Payment made on June 1, 2019.

To apply to be a reader, please complete this form and email it with a copy of your current resume to averlanic@mtech.edu before December 12, 2018.

To learn more about Montana's 21st CCLC visit <http://opi.mt.gov/Leadership/Academic-Success/After-School-Programs>

Grant Competition Reviewer Conflict of Interest and Confirmation of Qualifications

Full Name

Date

Address

City

State

Zip

E-mail Address

Phone Number

Please provide a secondary e-mail address if you have had previous access to Montana's OPI e-grant system.

Highest Degree Attained (Keep in mind, a Bachelor's is required as minimum).

Do you have any experience in reviewing local, state and/or federal competitive applications? Please list applications.

- Yes No

Have you been involved in writing any local, state and/or federal competitive applications? Please list applications.

- Yes No

Professional and Personal Experience

21st Century Learning Centers Program Experience

- 21st CCLC State Director/SEA Staff
- 21st CCLC Project Coordinator
- Current or Past Sub-grantee
- Parent

Grant Writing and/or Grant Review Experience

Please check any of the following grants/programs that you have reviewed and/or written.

- | | |
|---|--|
| <input type="checkbox"/> 21 st CCLC Grant | <input type="checkbox"/> Dropout Prevention Grant |
| <input type="checkbox"/> STEM Technology Grant | <input type="checkbox"/> Education Grants in other Federal |
| <input type="checkbox"/> Math Science Partnership Grant | <input type="checkbox"/> TRIO Grants |
| <input type="checkbox"/> Arts Grant (any) | <input type="checkbox"/> Other |

Other Areas of Expertise

Please check all that apply. I have experience and/or an area of expertise in the following areas:

- | | | |
|---|--|---|
| <input type="checkbox"/> Mathematics | <input type="checkbox"/> Educational Leadership | <input type="checkbox"/> Fiscal reviews |
| <input type="checkbox"/> Title 1 Students | <input type="checkbox"/> Grant Management | |
| <input type="checkbox"/> Afterschool Programs | <input type="checkbox"/> Reading/Writing/Language Arts | |
| <input type="checkbox"/> Youth Development | <input type="checkbox"/> Tutoring | |
| <input type="checkbox"/> Health/PE | <input type="checkbox"/> Cultural Activities | |
| <input type="checkbox"/> Summer Programs | <input type="checkbox"/> Character Education | |
| <input type="checkbox"/> Academic Enrichment | <input type="checkbox"/> Family Engagement Activities | |

Check the level(s) at which you have experience and then select the number of years of experience you have at all levels combined.

- | | | |
|--|-------------------------------|--|
| <input type="checkbox"/> Early Childhood | <input type="checkbox"/> High | <input type="checkbox"/> Afterschool/Summer Programs |
| <input type="checkbox"/> Elementary | <input type="checkbox"/> K-12 | |
| <input type="checkbox"/> Middle | | |

Number of Years (Keep in mind, we require 3 years collective experience in education, grant writing, and or after-school time programming).

- | | |
|-------------------------------|--------------------------------|
| <input type="checkbox"/> None | <input type="checkbox"/> 6-10 |
| <input type="checkbox"/> 0-2 | <input type="checkbox"/> 11-15 |
| <input type="checkbox"/> 3-5 | <input type="checkbox"/> 15+ |

Conflict of Interest Disclosure. We ask if you have a vested interest in any of Montana’s Public Schools that you disclose here which district(s). You will not be asked to read or score a proposal in which there is a real or perceived conflict of interest.

Disclaimer and Signature

I certify that I will not duplicate or share any of the reader training materials or grant applications that I am given access to during this process. As a reader, I will uphold myself to ethical standards and appropriate confidentiality. In addition, I certify that my answers are true and complete to the best of my knowledge. If this application leads to engagement as a reviewer for the 21st CCLC grant competition, I

understand that false or misleading information in my application or interview may result in my disqualification for candidacy or my release from the review panel and result in my honorarium not being paid.

Signature: _____

Date: