

*Anonymous
City
School District*

*The mission of the Anonymous
City School District is*

*Every Student
Succeeds*

**UNIVERSAL
PRE-KINDERGARTEN
PROGRAM
2006- 2007**

**REQUEST FOR PROPOSALS
Application Materials**

Due: June 23, 2006

SECTION I: ORGANIZATIONAL INFORMATION

Lead Organization's Name:

Address:

Telephone: (607) (voice) (607) (fax)

E-mail Address:

Contact Person & Title:

Type of Organization: Public Institution Private Non-Profit Private Profit
Please attach proof of organizational status (e.g. 501(c)(3) IRS letter)

Statement of the Organization's Mission:

Chief Executive Officer:

Signature of Chief Executive Officer:

Partnering Organization's Name: *(if applicable)*

Address:

Telephone: (607) (voice) (607) (fax)

E-mail Address:

Contact Person & Title:

Type of Organization: Public Institution Private Non-Profit Private Profit
Please attach proof of organizational status (e.g. 501(c)(3) IRS letter)

Chief Executive Officer:

Signature of Chief Executive Officer:

Date of Application Submission:

SECTION III: UNIVERSAL PRE-KINDERGARTEN SERVICES

1. Detail how your organization will meet the following goals and objectives of the Anonymous City School District's Universal Pre-Kindergarten Program Plan:
 - a. *Children will strengthen their cognitive skills (thought processes).*
 - b. *Children will increase their early literacy skills (reading, writing, speaking, listening, and information processing).*
 - c. *Children will strengthen their creative and artistic abilities.*
 - d. *Children will improve their inter and intra personal skills, increase their feelings of self-worth, and become independent at a developmentally appropriate level.*
 - e. *Children will increase their appreciation of diversity and improve their understanding of their own heritage and its relationship to their self-image and interactions with others.*
 - f. *Children will enhance their personal, physical, and emotional wellness.*
 - g. *Children will increase their physical skills (fine and gross movement, kinesthetic and spatial relationships)*

2. ***Additional space if needed for*** Detail how your organization will meet the goals and objectives of the Anonymous City School District's Universal Pre-Kindergarten Program Plan.

Section III: Universal Pre-Kindergarten Services Continued

- 3. Describe the early childhood services your organization would provide through the Universal Pre-Kindergarten Program and how they will meet the following required components of Part 151 of the Regulations of the Commissioner of Education.**
- a. Provide support services to children and families such as social and health related services.*

- b. Meet the needs of English language learners.*

Section III: Universal Pre-Kindergarten Services Continued

c. Encourage parental involvement in their child's education.

d. Ensure parents have ease of utilization and access to services.

Section III: Universal Pre-Kindergarten Services Continued

e. Support transitions/continuity with the district's K-3 program – curriculum and New York State Learning Standards.

f. Integrate preschool children with disabilities

g. Indicate the on-going staff development opportunities in which Universal Pre-Kindergarten staff will be engaged.

2b. How many students will you provide services for? _____

2c. How many classrooms will you support? _____

**2d. How many hours per day will the Universal Pre-Kindergarten Program operate?
_____**

Section III: Universal Pre-Kindergarten Services Continued

- 5. Explain how the proposed program will meet all applicable health and safety codes and licensure requirements (including the New York State Uniform Fire Prevention and Building Code).**

- 5. Describe the collaborative relationship your organization proposes to have with the Anonymous City School District.**

SECTION IV: PROGRAM STAFFING

- 1. Describe how Universal Pre-Kindergarten services will be staffed. Include information regarding staff qualifications, staff patterns, and child-staff ratio. You must have a teacher with a New York State Teaching Certificate in early childhood education (N-6 or N-3) for the program. Please refer to the Universal Pre-kindergarten Regulations for minimal requirements.**

Section IV: Program Staffing Continued

2.
 - a. **Explain the administrative structure of the organization.**
 - b. **Describe the supervisory structure for the proposed Universal Pre-Kindergarten services, including the qualifications of the supervisor(s).**

SECTION V: PROPOSED BUDGET

1. Detail proposed expenditures. Please note: Parents cannot be charged a fee for participation in the Universal Pre-Kindergarten Program.

<i>Item Description</i>	<i>Universal PreK Funds</i>	<i>Local Matching Funds</i>	<i>Total Program Funds</i>
Professional Salaries			
Support Staff Salaries			
Purchased Services			
Supplies and Materials			
Travel Expenses			
Employee Benefits			
Indirect Costs			
Equipment			
TOTAL			

Section V: Proposed Budget Continued

2. Describe proposed Universal Pre-Kindergarten Program expenditures.

3. Detail the local matching funds to be used to support the Universal Pre-Kindergarten Program.