

ANNOUNCING

2004 Request for Proposal

Literature Review: Effectiveness of Public School Family and Consumer Sciences Programs

GUIDELINES

Deadline: January 9, 2004

American Association of Family and Consumer Sciences
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Alexandria, VA 22314
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2004 REQUEST FOR PROPOSALS
American Association of Family and Consumer Sciences

GUIDELINES FOR COMPETITIVE GRANT

1. **Rationale**

Over the past year several opportunities have existed to provide the media with documentation of the effectiveness of family and consumer sciences middle school and secondary programs. However, access to such documentation, if it does indeed exist, has not been easily accessed and in a form that is usable with various audiences. These opportunities exist in a climate of budget constraints. Some argue that FCS programs are not essential for today's youth and thus resources assigned to those activities should be redirected. Within this model there is the assumption that FCS programs contribute little to the development of the critical outcome measures that programs such as "No Child Left Behind" are holding teachers and schools accountable for. **AAFCS desires to address these perceptions with data on the effectiveness of FCS public school programs and thus is commissioning a comprehensive literature review focusing on research studies that provide data relevant to this issue.** Such a review will serve as a guide for public information and public policy efforts as well as serve as the foundation for seeking a comprehensive research proposal to a funding agency or foundation to provide additional research needed on the effectiveness of FCS public school programs using critical outcome measures. A second Request for Proposals will come later for that research proposal.

2. **Funding**

A single grant of up to \$20,000 will be awarded. Proposals that show additional cost-sharing or matching funds will be looked upon favorably but **matching funds are not required**. Expenses related to the purchase of computer hardware and expenses for travel to and participation at professional meetings will not be paid by AAFCS with the following exception: Assuming satisfactory completion of the interim report, the principal investigator will be invited to give a presentation at the 2004 annual convention and the budget should reflect expenses for this presentation. *Also, indirect costs will not be paid by AAFCS.*

3. **Eligible Applicants**

Those who are eligible to apply for this grant include:

- Individuals;
- Individuals sponsored by an AAFCS Affiliate or employing organization/institution; or
- Organizations/institutions employing the project personnel;

At least one of the principal investigators must hold current membership in AAFCS. Applicants must demonstrate adequate research and scholarly competencies for such a project and availability of organizational resources to conduct such an effort. Applicants are also expected to demonstrate adequate familiarity with FCFS public school programs and requirements for accountability within public schools. Applicants must also document adequate time allocations to accomplish the work.

Current members of the AAFCS Board of Directors, the Grants Taskforce, and AAFCS staff are not eligible to apply.

The literature review grant will be awarded to the applicant listed on the application, and this grant recipient will be required to sign a Grant Agreement stipulating the terms and conditions of the grant.

4. **Project Requirements**

The expectations for this project include:

1. Comprehensive listing of all research since 1985 of research projects detailing effectiveness (or lack thereof) of family and consumer science middle school and secondary programs in addressing current school outcome measures, societal problems, and other relevant outcomes (with emphasis on public school programs)
2. Analysis of study findings to provide insight into which programs (and program models) yielded which outcomes (i.e., what worked, when, and for whom). Expectation is that the effort goes beyond an annotated bibliography to detail how the demonstrated outcomes relate to the types of outcome measures demanded of teachers and school programs today in such programs as “No Child Left Behind” (e.g., mathematical reasoning, literacy, problem-solving, critical thinking, etc)

5. **Project Duration**

The project selected for support will be funded for a twenty-week period of January 30, 2004 – June 15, 2004.

6. **Grant Agreement**

When a grant proposal is approved and accepted for funding, a Grant Agreement will be executed. The following terms and conditions will be included within this Grant Agreement:

- A ten-week progress report and a final report will be required.
- Grant monies are disbursed as follows:
 - (a) 25% of funds disbursed upon awarding of project;
 - (b) 25% of funds disbursed upon receipt and acceptance of ten-week report, and
 - (c) 50% of funds dispersed upon acceptance of an acceptable final report.
- All materials produced under the terms of the Agreement will be considered the property of AAFCS. Each party will have a non-exclusive, royalty-free right and license to use the project materials. AAFCS will retain the copyright and the right to license project material. The PI will retain the right to submit articles for publication under his or her name, after AAFCS approves the publication outlet.
- The PI will be expected to sign a confidentiality/non-compete agreement.
- All project announcements and deliverables are subject to AAFCS prior review and approval and will contain a credit line acknowledging the contributions of the grant recipient and acknowledging grant monies from AAFCS. AAFCS does not have the right to edit articles submitted for publication in refereed journals, and retains pre-review privileges for only 30 days.

To the extent allowed by law, the grant recipient will indemnify AAFCS.

7. **Proposal Format**: Page Limits

Proposals must be typed on 8-1/2" x 11" white paper, using only one side of each sheet. All pages are to be consecutively numbered. The name of the applicant should appear on the top right portion of each page.

The proposal narrative is to be no more than 7 double-spaced pages, including references, which may be single-spaced. The 7-page limitation excludes the following: the cover sheet, references, budget summary, budget narrative, personnel description and vita. No other attachments can be included.

8. **Proposal Format: Sections**

● **Cover Sheet.**

Must include:

- i. Name, affiliation and contact information of principal investigator
- ii. Acknowledgement or verification of AAFCS membership for PI
- iii. Names, affiliation, and contact information of any co-investigators
- iv. Amount of funding requested
- v. Amount of funding cost-shared or matching funds provided (Not required)

● **Project Narrative.**

- Narrative. The narrative should provide evidence that the PI has the skills and background to conduct an exhaustive literature search within the parameters of the RFP. As such, the authors should identify the issues for FCS programs relevant to the types of outcome assessments used in public schools today, especially with respect to national criteria. The authors need to identify the issues within FCS programs themselves and current models of program delivery. The authors need to demonstrate familiarity with some existing literature on effectiveness of FCS programs.
- References. List all reference materials used.

● **Budget Summary.**

- i. Include all costs such as:
- ii. Project personnel – (salaries and fringe, if relevant list all personnel, including hourly)
- iii. Operating:
- iv. Supplies (include copying, long distance phone, etc)
- v. Travel (for data access/collection) – please justify
- vi. Travel for 2004 AAFCS annual meeting
- vii. Resources (accessing books, articles, etc)
- viii. Other

Note: Indirect costs will not be paid by AAFCS. Expenses related to the purchase of computer hardware and expenses related to travel to and participation at professional meetings will not be paid by AAFCS.

● **Budget Narrative.**

Include a brief (limited to one-page) narrative that explains the source of the matching funds (if any) and the proposed use of the grant funds, including specific budget line items. Identify how adequate time of the principals is allotted to the project.

● **Personnel and Sponsoring Organization.**

Provide a one-page description of the expertise of all the principal project personnel and brief background information on the capacity of the sponsoring organization. Include vita/resume of principal investigator(s), with attention to experience or activities in the past ten years.

9. **Evaluation criteria.**

- Do the principal project personnel possess the appropriate levels of expertise to successfully complete the project?
- Does the sponsoring organization have the capacity to undertake the project?
- Does the Budget Narrative justify the request for Grant support?

10. All applications will be evaluated through a peer review process conducted by the Grants Taskforce. Awardees will be notified by January 23, 2004.

11. The submission of two reports is required. A ten-week progress report is due by April 15, 2004, with a final report due by June 15, 2004. The final report will consist of (a) a literature review appropriate for publication in a scholarly journal; (b) a literature review appropriate for submission of a comprehensive grant addressing program effectiveness and (c) a press release (or series of press releases) highlighting relevant recent research findings appropriate for submission to major media outlets.

12. All project announcements and/or deliverables should carry the following credit line:

"Funds for this project were made available through a grant from the American Association of Family and Consumer Sciences."

13. **Five (5)** collated and stapled copies of the completed application **or** an electronic version must be **received** by **January 9, 2004**, to be considered for the funding period of January 30, 2004 – June 15, 2004. Send applications to:

Literature Review RFP
Attn: Linda Wilson (lwilson@aafcs.org)
American Association of Family and Consumer Sciences
1555 King Street
Alexandria, VA 22314