

PUBLIC EDUCATION JOB ENHANCEMENT PROGRAM

Guidelines for 2004 Funds

January 8, 2004

1. Funding will be provided to districts based on applications. The amount to be distributed is approximately \$550,000.
2. Funds will be distributed on a competitive basis among all districts based on the district's statement of need, the creative use of strategies to meet current needs, and district efforts to match the funding request with other district resources.
3. Guidelines and application forms will be sent to districts by January 15, 2004. the return date will be the end of the business day February 13, 2004. Awards will be announced by February 27, 2004.
4. Awards will be restricted to advancement awards (scholarships) for teachers seeking degrees, licenses, and endorsements to teach in the areas of math, science, and information technology as defined in the law establishing the Public Education Job Enhancement Program. (See Exhibit I for course descriptions) Endorsement programs may be an important priority for many districts.
5. District applications must make a general statement of the critical needs to be addressed by the awards and the constraints on the district to meet current and future needs. Districts would need to specify their funding requests in a priority ranking so that the PEJEP Committee could address the most pressing district needs even if the full list of requests could not be granted.
6. Funds would be limited to teacher awards and could not be used for any other purpose. However, teacher awards may include the costs of tuition/fees, books cost of living stipends for summer session, cost for travel and lodging to attend courses at distant institutions.
7. To be eligible for the awards teachers must be district employees and evaluated by the appropriate principal, supervisor, and superintendent as an excellent teacher. Teachers who receive awards must teach in the areas of math, science, and information technology and agree to teach in the district for a period of four years dated from the academic year in which the award was granted.
8. Funds shall be distributed to Districts on a competitive basis as determined by the PEJEP Committee. The Committee acknowledges that there are needs in virtually every district and will make every effort to provide funding to districts that apply. While there is no funding limit to the awards, the Committee will use an

allocation formula similar to the (8% 1,2,3) formula used in awarding Excellence, Advancement, and Opportunity Awards as a general guideline for reviewing the awards to any given district. Funds will be disbursed as a block grant with the understanding that districts will comply with the terms of their application. Districts would have the flexibility to change recipients) some recipients may move or choose not to participate), increase or decrease award amounts, reschedule course offerings and payments depending on local circumstances and needs. Each recipient district shall be required to file an annual report with the PEJEP Committee accounting for the expenditure of all award funds.