CALL FOR REVIEWERS

**FY22 Read to Achieve (RTA) Grant Review**

The Kentucky Department of Education (KDE) is seeking qualified individuals to review Read to Achieve (RTA) applications. Public elementary schools serving primary students are eligible to apply for funds to design and implement intervention program and/or practices that address the needs of primary (K-3) students reading at low levels.

**Reviewer Qualifications**

For this review, the KDE seeks persons with a deep understanding of effective reading intervention services, experience in, or knowledge of, early reading instruction and the five components of literacy instruction, and/or grant review experience. We desire representation from educators with teaching, administrative or higher education background as well as qualified people from the community who have experience reviewing grant applications. Preference will be given to individuals who currently teach, or have taught, primary students.

## Reviewer Requirements

In addition to the specified experience and background, reviewers **must** be available to attend the **entire** reviewer training and review to be held, **January 24-28 2022**, virtually. Reviewers may not finish and leave ahead of their assigned team members, as group discussion and debate are required for each application. The first day will consist of training and scoring. The remaining days will consist of scoring. Each reviewer must be present each day in its entirety to be eligible to review and receive payment. **Please note:** the length of the review will be 3 to 5 days depending on the volume of applications received with the first day being January 24, 2022.

**In order to facilitate a successful virtual review, reviewers should have access to a personal computer with Microsoft Word, PowerPoint, Excel, and Teams software installed. Reviewers should also have reliable access to high speed internet.**

## Reviewer Compensation

Persons selected for this review will receive $300.00 per day stipend for each day of the review process. Note - These reviewers are neither employees nor contractors of KDE, and as such, cannot be paid through the payroll system.

**KTRS Exemption**

***The KDE will continue to inform all reviewers that if they are KTRS retired members, they have the responsibility to seek an exemption from the KTRS for return to work and to report earnings appropriately to the KTRS. It is not KDE’s responsibility to complete this paperwork for individuals. Please contact Tiffany Yeast if you have any questions,*** [***tiffany.yeast@education.ky.gov***](mailto:tiffany.yeast@education.ky.gov) ***.The KTRS process must be completed by April 20, 2022.***

\*DO NOT SUBMIT THIS PAGE WITH THE REVIEWER APPLICATION\*

KENTUCKY DEPARTMENT OF EDUCATION

# COMPETITIVE GRANTS REVIEWER APPLICATION

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| Name: |  | | | | | |  | |
| Home  Address: |  | | | | |  | | |  | | |  | | |
| City: |  | | | State: | | |  |  | | | Zip: | |  | |
| Preferred Telephone: | |  |  | Secondary Telephone: | | | | | |  | | | | |
| Preferred E-Mail: | |  |  | Secondary E-Mail: | | | | | |  | | | | |
| Employer Name and Address: | | |  |  | | | | | |  | | | | |
| Are you available for the specified review dates – January 24th-28th, 2022? | | | | | | | | | | | | | | |
| Highest Degree Received: | | | | | | | | | | | | | | |
| Do you have any experience in reviewing local, state, or federal competitive applications? | | | | | | | | | | | | YES | | NO |
| Have you been involved in writing any local, state, or federal competitive applications? | | | | | | | | | | | | YES | | NO |
| Have you been involved in the writing process (writing, planning, editing, reviewing, etc.) for any applications for the FY22 Read to Achieve (RTA)? If so, you are NOT eligible to score. | | | | | | | | | | | | YES | | NO |
| Please check any of the following grants that you have reviewed for the Kentucky Department of Education. | | | | | | | | | | | | | | |
| Read to Achieve/Early Reading Incentive Grant  21st Century Community Learning Center Grant  Dropout Prevention or Re-Engagement Grants  Striving Readers/ KYCL Grants | | | | | Arts Grant (any)  Math Achievement Fund/ Any Math grant  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  No Grant Review Experience | | | | | | | | | |

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| **Please check any of the following types of technology you have access to for the grant review.**  Android Device (phone or tablet)  Apple Device (I-phone or I-pad)  Laptop Computer  Desktop Computer |

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| Enter the number of years’ experience at each level.  Reviewers should have a minimum of five years’ combined experience in the following fields. | | | |
| Level | Number of  Years | Level | Number of Years |
| Early Childhood/Preschool |  | Adult Education (ABE/GED) |  |
| Elementary (K-5) |  | Higher Education/Post-Secondary |  |
| Middle (6-8) |  | Out of School Programming |  |
| High (9-12) |  | Instructional Coaching |  |
| Educational Administration |  | Instructional Interventions |  |

A CURRENT RESUME MUST BE ATTACHED TO THIS APPLICATION

REVIEWER TIMELINE

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| FY22 Read to Achieve (RTA) Reviewer Applications with Resume due Wednesday, January 5th, 2022 at 4PM ET. |
| KDE will notify selected reviewers on or around Wednesday, January 12th, 2022. |
| KDE will host a practice TEAMS meeting with Reviewers on Friday, January 21, 2022 at 10am ET. |
| FY22 RTA Review Dates: January 24-28, 2022 Virtually |

Mail Applications to:

Jennifer Bryant, Kentucky Department of Education

300 Sower Blvd. 5 CSW 21

Frankfort, Kentucky 40601

Submit Questions about this Call for Reviewers to:   
Jennifer Bryant

**Phone:  502-892-6793 Ext #4354**

**Email:** [**Jennifer.bryant@education.ky.gov**](mailto:Jennifer.bryant@education.ky.gov)

Electronic reviewer applications will be accepted via email.