



Maryland

STATE DEPARTMENT OF EDUCATION

Application for Participation

Next Generation Scholars of Maryland FY25

Maryland State Department of Education

200 West Baltimore Street
Baltimore, Maryland 21201

Deadline

August 2, 2024
No later than 5:00 p.m. EDT

MARYLAND STATE DEPARTMENT OF EDUCATION

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State Superintendent of Schools

Deann Collins, Ed.D.

Deputy State Superintendent
Office of Teaching and Learning

Wes Moore

Governor

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Instructions

1. Complete this application electronically by typing directly into the fillable fields and charts.
2. Do not alter or remove sections.
3. When finished, save the application document as a pdf to your computer and obtain appropriate signatures.
4. The signed and completed application should be saved as a single pdf document and emailed as an attachment to susan.spinnato@maryland.gov with the subject “NGS FY25 Submission”.

Proposal Cover Page

Nonprofit Organization Name:

Address:

UEI Number:

Employer/Taxpayer Identification Number (EIN/TIN):

Name of Contact Person:

Contact Person Phone:

Contact Person Email:

Names of Project Partners:

Provide the names of the schools that will be served by the proposed program:

Local Education Agency	School Name	Service Locations: School and/or Community Site	Proposed Number of Students to be Served

**Add more rows as needed.*

Times of Program Operation:

- School Year
 - After School
 - Before School
 - Weekends

Days of the week: _____

- Summer

Days of the week: _____

Amount of the request for FY25:

\$

(Should agree with Proposed Budget)

Per Student Expenditures:

Funding requested: \$ ÷ Total number of students to be served: = Cost per student: \$

Signature of Contact Person

Date

Printed Name of Contact Person

Title

Signature of Head of Nonprofit Organization

Date

Printed Name of Head of Nonprofit Organization

Name

Project Narrative

PROJECT ABSTRACT

In the Project Abstract, introduce the project to the reader. The abstract should be factual, brief, and focused on the organization’s efforts. Do not assume the reader is familiar with the proposed project. The project abstract should cover the core aspects of the proposed project, such as the populations served, a brief description of the goals, the strategies to meet them, and the roles of the partners.

EXTENT OF NEED

Refer to the grant information guide, page 5, for a full description of what should be included here.

EVIDENCE OF IMPACT

Refer to the grant information guide, page 6, for a full description of what should be included here.

GOALS, MEASURABLE OUTCOMES AND MILESTONES

Applicants must include at least one goal for each of the required components of the Next Generation Scholars Program: high school graduation plan, summer work or internship opportunities, financial aid literacy assistance, career and interest assessments, mentorship and one-on-one counseling, visits to college campuses and workplaces, an intensive summer bridge programs for students entering an institution of higher education directly from high school, a plan for outreach and registration of new students, and a plan to matriculate and graduate from an institution of higher education. Refer to the grant information guide, page 6, for additional guidance.

Financial Aid Goal:
Outcome(s):
Milestone(s):

Goal:
Outcome(s):
Milestone(s):

Goal:
Outcome(s):
Milestone(s):

**Add more tables for additional goals.*

MANAGEMENT PLAN

Refer to the grant information guide, page 7, for additional guidance.

Management Plan Worksheet

Key Activities	Individual Responsible	Time Frame

EVALUATION AND DISSEMINATION

Grantees are required to submit an interim progress report that is consistent with the project’s goal and objective(s). Keep in mind that the final evaluation summary will consider the entire project, beginning to end it should not be viewed as what is done after the project’s completion, but as an integral element in the project’s planning, design, and implementation. An effective ongoing plan that evaluates milestones quarterly helps project staff to make informed decisions about needed changes.

Provide performance measures for each goal:

Performance Measure(s)	Goal

BUDGET AND BUDGET NARRATIVE

The project’s budget should detail all related project expenses in a separate itemized budget. It should demonstrate the extent to which the budget is reasonable, cost-effective, and integrates other sources of funding. All costs described in the project narrative should appear in the budget narrative and must have a corresponding entry in the itemized budget for that year. Reviewers should be able to see a clear connection between the management plan and the budget line items. Note: When completing this section, refer to Use of Funds, page 5, and Budget and Budget Narrative, pages 8-9, sections in the Grant Information Guide.

BUDGET NARRATIVE

Salaries and Wages
Contracted Services
Supplies and Materials
Other Charges
Equipment
Transfers (Indirect Costs)

ITEMIZED BUDGET

Please provide a detailed description of the requested funds by using the categories listed below. Add more rows if needed. An MSDE Grant Budget C-125 form must also be completed and submitted as an appendix.

Salaries and Wages (list separately for each position)

Line item	Calculation	Requested	In-Kind	Total
TOTAL FOR SALARIES & WAGES:				

Contracted Services

Line item	Calculation	Requested	In-Kind	Total
TOTAL FOR CONTRACTED SERVICES:				

Supplies & Materials

Line item	Calculation	Requested	In-Kind	Total
TOTAL FOR SUPPLIES & MATERIALS:				

Other Charges

Line item	Calculation	Requested	In-Kind	Total
TOTAL FOR OTHER CHARGES:				

Equipment

Line item	Calculation	Requested	In-Kind	Total
TOTAL FOR EQUIPMENT:				

Transfers

Line item	Calculation	Requested	In-Kind	Total
TOTAL FOR TRANSFERS:				

Total Amount Requested

Total Amount Requested

Appendices

The following appendices must be included:

Appendix A: [A signed recipient assurances page](#)

Appendix B: [A signed C-125 MSDE budget form](#)

Appendix C: Evidence of status of a [non-profit 501\(c\)\(3\) organization](#)

Appendix D: Resume(s) of Key Personnel