

U.S. Department of Education
Washington, D.C. 20202-5335



**APPLICATION FOR GRANTS
UNDER THE**

High School Equivalency Program (HEP) CFDA Number 84.141A

CFDA # 84.141A

PR/Award # S141A160029

Grants.gov Tracking#: GRANT12114622

OMB No. , Expiration Date:

Closing Date: Mar 07, 2016

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This application was generated using the PDF functionality. The PDF functionality automatically numbers the pages in this application. Some pages/sections of this application may contain 2 sets of page numbers, one set created by the applicant and the other set created by e-Application's PDF functionality. Page numbers created by the e-Application PDF functionality will be preceded by the letter e (for example, e1, e2, e3, etc.).

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: <input type="text" value="03/07/2016"/>	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
--	---

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
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8. APPLICANT INFORMATION:

* a. Legal Name: <input type="text" value="SUAGM, Inc. dba Universidad del Turabo"/>	
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="660201206"/>	* c. Organizational DUNS: <input type="text" value="1359886320000"/>

d. Address:

* Street1:	<input type="text" value="State Road #189, Km. 3.3"/>
Street2:	<input type="text" value="PO Box 3030"/>
* City:	<input type="text" value="Gurabo"/>
County/Parish:	<input type="text"/>
* State:	<input type="text" value="PR: Puerto Rico"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="00778-3030"/>

e. Organizational Unit:

Department Name: <input type="text" value="School of Continuing Education"/>	Division Name: <input type="text" value="N/A"/>
---	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text" value="Mrs."/>	* First Name: <input type="text" value="Jeanne D"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Lopez"/>	
Suffix: <input type="text"/>	
Title: <input type="text" value="Project Director"/>	

Organizational Affiliation: <input type="text"/>

* Telephone Number: <input type="text" value="787-743-7979 Ext. 1062"/>	Fax Number: <input type="text" value="787-744-5394"/>
---	---

* Email: <input type="text" value="lopezj3@suagm.edu"/>

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

O: Private Institution of Higher Education

Type of Applicant 2: Select Applicant Type:

S: Hispanic-serving Institution

Type of Applicant 3: Select Applicant Type:

X: Other (specify)

* Other (specify):

Non-profit 501 (c)3

*** 10. Name of Federal Agency:**

U.S. Department of Education

11. Catalog of Federal Domestic Assistance Number:

84.141

CFDA Title:

Migrant Education_High School Equivalency Program

*** 12. Funding Opportunity Number:**

ED-GRANTS-010716-002

* Title:

Office of Elementary and Secondary Education (OESE): High School Equivalency Program (HEP) CFDA Number 84.141A

13. Competition Identification Number:

84-141A2016-1

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Project: UT Learning STEM for Life Institute-HEP

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="443,689.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="443,689.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

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21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number:

Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <input type="text" value="Jacqueline Mullen"/>	TITLE <input type="text" value="Vice Chancellor Sponsored Research and Prog"/>
APPLICANT ORGANIZATION <input type="text" value="SUAGM, Inc. dba Universidad del Turabo"/>	DATE SUBMITTED <input type="text" value="03/07/2016"/>

Standard Form 424B (Rev. 7-97) Back

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
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4. Name and Address of Reporting Entity:
 Prime SubAwardee

* Name: SUAGM, Inc. dba Universidad del Turabo

* Street 1: State Road #189, Km. 3.3 * Street 2: PO Box 3030

* City: Gurabo * State: PR: Puerto Rico * Zip: 00778-3030

Congressional District, if known: PR-000

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency: U.S. Department of Education	7. * Federal Program Name/Description: Migrant Education_High School Equivalency Program CFDA Number, if applicable: 84.141
--	--

8. Federal Action Number, if known: 	9. Award Amount, if known: \$
--	---

10. a. Name and Address of Lobbying Registrant:

Prefix: * First Name: Not Applicable Middle Name: * Last Name: Not Applicable Suffix: * Street 1: * Street 2: * City: * State: * Zip:

b. Individual Performing Services (including address if different from No. 10a)

Prefix: * First Name: Not Applicable Middle Name: * Last Name: Not Applicable Suffix: * Street 1: * Street 2: * City: * State: * Zip:

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature: Jacqueline Mullen

* Name: Prefix: Mrs. * First Name: Jacqueline Middle Name: A. * Last Name: Mullen Suffix: Title: Vice Chancellor Sponsored Rsrch and Prog Telephone No.: 787-746-0717 Date: 03/07/2016

Federal Use Only: Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

PR/Award # S141A160029

NOTICE TO ALL APPLICANTS

OMB Number: 1894-0005
Expiration Date: 03/31/2017

The purpose of this enclosure is to inform you about a new provision in the Department of Education's General Education Provisions Act (GEPA) that applies to applicants for new grant awards under Department programs. This provision is Section 427 of GEPA, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P.L.) 103-382).

To Whom Does This Provision Apply?

Section 427 of GEPA affects applicants for new grant awards under this program. **ALL APPLICANTS FOR NEW AWARDS MUST INCLUDE INFORMATION IN THEIR APPLICATIONS TO ADDRESS THIS NEW PROVISION IN ORDER TO RECEIVE FUNDING UNDER THIS PROGRAM.**

(If this program is a State-formula grant program, a State needs to provide this description only for projects or activities that it carries out with funds reserved for State-level uses. In addition, local school districts or other eligible applicants that apply to the State for funding need to provide this description in their applications to the State for funding. The State would be responsible for ensuring that the school district or other local entity has submitted a sufficient section 427 statement as described below.)

What Does This Provision Require?

Section 427 requires each applicant for funds (other than an individual person) to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. Based on local circumstances, you should determine whether these or other barriers may prevent your students, teachers, etc. from such access or participation in, the Federally-funded project or activity. The description in your application of steps to be taken to overcome these barriers need not be lengthy; you may provide a clear and succinct description of how you plan to address those barriers that are applicable to your circumstances. In addition, the information may be provided in a single narrative, or, if appropriate, may

be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of civil rights statutes, but rather to ensure that, in designing their projects, applicants for Federal funds address equity concerns that may affect the ability of certain potential beneficiaries to fully participate in the project and to achieve to high standards. Consistent with program requirements and its approved application, an applicant may use the Federal funds awarded to it to eliminate barriers it identifies.

What are Examples of How an Applicant Might Satisfy the Requirement of This Provision?

The following examples may help illustrate how an applicant may comply with Section 427.

(1) An applicant that proposes to carry out an adult literacy project serving, among others, adults with limited English proficiency, might describe in its application how it intends to distribute a brochure about the proposed project to such potential participants in their native language.

(2) An applicant that proposes to develop instructional materials for classroom use might describe how it will make the materials available on audio tape or in braille for students who are blind.

(3) An applicant that proposes to carry out a model science program for secondary students and is concerned that girls may be less likely than boys to enroll in the course, might indicate how it intends to conduct "outreach" efforts to girls, to encourage their enrollment.

(4) An applicant that proposes a project to increase school safety might describe the special efforts it will take to address concern of lesbian, gay, bisexual, and transgender students, and efforts to reach out to and involve the families of LGBT students.

We recognize that many applicants may already be implementing effective steps to ensure equity of access and participation in their grant programs, and we appreciate your cooperation in responding to the requirements of this provision.

Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Public Law 103-382). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20210-4537 or email ICDocketMgr@ed.gov and reference the OMB Control Number 1894-0005.

Optional - You may attach 1 file to this page.

UT Learning STEM LI-HEP GEPA.pdf

Add Attachment

Delete Attachment

View Attachment

General Education Provisions Act (GEPA) Narrative

In order to comply with Section 427 requirements, Universidad del Turabo (UT) assures that it currently has procedures to guarantee equitable provision of services to those project participants that may present barriers that may limit their participation of the proposed activities. Given that the major “barrier” that may be present is the Hispanic origin of 100% of the project participants, a brochure will be developed in both English and Spanish detailing the project goals and objectives, advantages of participating in the project and the procedures to participate in any of the project’s major activities. These will be directed to both students and faculty.

UT assures that all proposed or existing project facilities and services will be ADA compliant, thus allowing participants with certain disabilities to also participate in the proposed Project. The Institution will provide assistants to participants with disabilities, as is the norm at UT. Universidad del Turabo also has limited counseling professionals that provide assistance to students with special needs to assure their equitable participation in Institutional programs. Collaboration is also available through the Easy Access Program for Special Populations Program. Purchases will also consider the inclusion of assistive technology, where and when applicable (computer hardware and software).

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
<input type="text" value="SUAGM, Inc. dba Universidad del Turabo"/>	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input type="text" value="Mrs."/>	* First Name: <input type="text" value="Jacqueline"/> Middle Name: <input type="text" value="A."/>
* Last Name: <input type="text" value="Mullen"/>	Suffix: <input type="text"/>
* Title: <input type="text" value="Vice Chancellor Sponsored Research and Prog"/>	
* SIGNATURE: <input type="text" value="Jacqueline Mullen"/>	* DATE: <input type="text" value="03/07/2016"/>

Abstract

The abstract narrative must not exceed one page and should use language that will be understood by a range of audiences. For all projects, include the project title (if applicable), goals, expected outcomes and contributions for research, policy, practice, etc. Include population to be served, as appropriate. For research applications, also include the following:

- Theoretical and conceptual background of the study (i.e., prior research that this investigation builds upon and that provides a compelling rationale for this study)
- Research issues, hypotheses and questions being addressed
- Study design including a brief description of the sample including sample size, methods, principals dependent, independent, and control variables, and the approach to data analysis.

[Note: For a non-electronic submission, include the name and address of your organization and the name, phone number and e-mail address of the contact person for this project.]

You may now Close the Form

You have attached 1 file to this page, no more files may be added. To add a different file, you must first delete the existing file.

* Attachment:

Abstract

Name of Applicant: SUAGM, Inc. dba Universidad del Turabo (UT) **City and State of**

Applicant: Gurabo, Puerto Rico (Ponce University Center) **Project Objectives and Activities:**

The project aims to provide educational services for 150 participants: migrants, seasonal farmworkers and members of their immediate family. They will be immersed in a 4 trimester scholar year with the opportunity to complete a high school equivalency diploma, complete a vocational course certification in Dynamic Agriculture/Conversational English and employment retention or placement. **Applicable Priorities:** *UT Learning STEM for Life Institute – HEP* meets

Invitational priority #1 STEM education by preparing participants to pass the sections of college entrance examinations in STEM-related subjects and providing related mentoring and counseling

and **Invitational Priority #2 Faith-based and Community organizations** are engaged in the delivery of services. The project has not been a past HEP project; however, has ample experience providing high school equivalency services. **Proposed Project Outcomes:** The 70% of

participants will obtain the equivalent of high school diploma. The 70% of participants will master the conversational English basic skills. The 70% of participants will obtain the Vocational Dynamic Agriculture Certification. **Number and types of participants:** The project will serve 30

residents annually primarily from the rural southwest Region composed of 11 municipalities: Adjuntas, Guánica, Jayuya, Juana Díaz, Lajas, Orocovi, Ponce, Salinas, San Germán, Santa Isabel and Villalba. **Location:** University of Turabo- Ponce- Highway# 14, 3.4k.m, Bo. Machuelo,

Ponce, PR. **Project Targets GPRA measures:** *UT Learning STEM for Life Institute-HEP* will oversee the compliance of the GPRA which are: (1) the 70 % of the 30 participants annually will obtain the equivalency secondary diploma, (2) 80% of the 30 participants annually will continue post -secondary education, obtain a job opportunity, and maybe join the military.

Project Narrative File(s)

* **Mandatory Project Narrative File Filename:**

[Add Mandatory Project Narrative File](#)

[Delete Mandatory Project Narrative File](#)

[View Mandatory Project Narrative File](#)

To add more Project Narrative File attachments, please use the attachment buttons below.

[Add Optional Project Narrative File](#)

[Delete Optional Project Narrative File](#)

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STATEMENT OF NEED

The SCEd at Universidad del Turabo is aware of the 21st century societal needs. It is well known that the actual society is confronting one of its hardest economic recessions ever. UT interest is to become a society restructuration facilitator by providing educational opportunities that help people achieve their educational and career goals, as well as responding to the needs of the global work force. It is important to use the endogenous resources of Puerto Rico to the benefit of society. We must recognize our island nature, where 60% of the land are mountains, hills and high potential agricultural lands. Recently, the government of the Commonwealth of Puerto Rico has signed an agreement with USDA to boost agriculture. The project *UT Learning STEM for Life Institute* arises from the need to provide island migrant and farmworkers the opportunity to become integral partners of economic development. The School of Continuing Education at Universidad del Turabo has designed a program in accordance with the employment trends and the particular needs of the agricultural community, business, agencies and society. *UT Learning STEM for Life Institute-HEP* will be a facilitator of quality education and opportunities to develop new profitable projects that contribute to Puerto Rico's efforts to improve its economy and society, and thereby contributing to the development of the United States, by providing the population knowledge and tools that are needed to become sustainable using their hands, farmlands and their endogenous resources. Research conducted by the U.S. Census Bureau (2010) and the P.R. Planning Commission (Junta de Planificación de P.R.)(2009) informed in a report on March 28, 2012 found that 40% percent of the population of Puerto Rico are school dropouts. "Education is the most powerful weapon which you can use to change the world" (Nelson Mandela). The study also revealed that there were 13,157 farmworkers on the island at that date. There are currently very limited resources on the island to offer to this population, reason for which UT is interested in

developing a project where this population finds an opportunity to educate themselves with the knowledge needed to succeed in today's competitive world using the high competencies skills acquired from the study of STEM's areas and completing and continuing studies. The Puerto Rico Census of 2010 estimated that in the South Western Region of the island the need of literacy is one of the highest. The Municipalities with more operational farmworkers and lack of literacy are: Adjuntas 11.6%, Guánica 14.6%, Jayuya 10.7%, Juana Diaz 12.1%, Lajas 13.7%, Orocovis 11.3%, Ponce 10.95%, Salinas 13%, San Germán 12.5%, Santa Isabel 10.5%, and Villalba 10.2%. These populations are cut off from the workforce geographically, educationally and by language (?), given that 100% come from low income communities. Currently, there are very limited training programs that address the needs of farmworkers on the Island, while economic constraints of island agricultural industries pose an additional constraint for educational and workforce development.

The project, based on the geographical location of Universidad del Turabo in Ponce, will be able to receive participants from all over the island that are classified as migrants, and farmworkers and members of their immediate family. This will provide an opportunity for both rural and coastal residents of the island to increase and strengthen their high school education by completion and continuing studies, while improving their skills and knowledge in STEM areas and its use in agriculture, farm land administration, operations of agriculture equipment, technology and computer skills focusing on best practices in each of these topics. Given the centric location of UT-Ponce, traveling distances by car do not exceed one (1) hour from any point of the Island. Furthermore, the project will provide transportation by external professional server to those participants which require it. Moreover, educational development activities will be scheduled mainly during non-working hours during the week and weekends in order not to affect their responsibilities if they work.

1. PROJECT DESIGN

UT and the SCEd is recognized for its commitment to provide opportunities for academic growth to youth and adult school dropouts. UT Academy has provided some 1,430 youth and adults in the past 6 years alone the motivation and academic skills needed to enroll in post-secondary education and the train in the skills necessary to obtain employment; and for those, who had jobs to be able to improve their skills to help them retain their jobs and/or improve their opportunities at the workplace. UT and its project, UT Academy, have had a welcoming and exceptional performance in this field demonstrating the ability and experience of the UT to educate youth and adults. The Puerto Rico Department of Education (PRD) has approved a total of some \$ 22,710,302 of sponsored funds in the past 6 years, from various titles of "No Child Left behind (NCLB)" and WIA, to Universidad del Turabo projects. All projects have awarded for been effectively implemented (see table 1): Table of Performance Indicators

PERFORMANCE INDICATORS & RETENTION
UT ACADEMY
ADULT AND YOUTH PROGRAM-P.R.D.E.
2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015 & 2015-2016

Levels of performance	Number of students	% Students who completed program
Ley 217 (2010-2011)	60	99
ESL 1 y ESL 2 (2010-2011)	40	99
ASE 1 ASE 2 (2011-2012)	140	99
ESL 1 y ESL 2 (2011-2012)	75	100
ABE4 2012- 2013	20	100
ASE 1 y ASE 2 2012- 2013	160	100
ESL 2 y ESL 3 2012- 2013	100	100
ABE4 2013-2014	20	100
ASE 1 y ASE 2	185	100
ESL 2 y ESL 3	100	99
ABE4 2014-2015	20	100
ASE 1 y ASE 2	165	100
ESL 2 y ESL 3	60	100
ABE4 2015-2016	10	In process

ASE 1 y ASE 2	155	50% (in February , 2016/ 50%;the other 50% in process; due on June 30, 2016)
Ley 217	15	100 (in February 29, 2016)
ESL 2 , ESL 3 & ESL 4	105	50% (in February , 2016/ 50%; the other 50% in process; due on June 30, 2016))

UT Academy has developed affiliations and collaborative agreements with various public and private agencies to help the academic and social progress of program participants in order to achieve the 80% that could be integrated into the workforce and become partners in the development of their children. UT Academy works with UT Ponce and public and private agencies components of social integration such as: P.R.D.E. (Puerto Rico Department of Education), Puerto Rico Family Department Administration, Municipality of Ponce and Juana Diaz, Individual Management (P.R. Public Housing Administration) Public Communities: Dr. Pila, Gándara, Rosales, Villa Elena, Ponce Housing, Aristides Chavier, Tormos Diego, Lirios del Sur, Perla del Bucaná, Perla del Caribe, Santiago Iglesias, Family Planning Program for Public Health-UPR(University of Puerto Rico), Foster Youth: "Hogar San Miguel", EOC-PUCPR (Educational Opportunity Center-Pontifical Catholic University), PathStone Training and Employment Services, and a variety of other post-secondary institutions, including community colleges, such as: POPAC (Ponce Paramedical College), Trinity College, MECHTECH, "Auto Meca", in order to train participants with strategies for social interaction to achieve learning through teamwork values that are necessary to become partners in the development of the community and their children. This alliance has also allowed UT Academy to offer PEAU reviews and motivational workshops to the community such as: *Cyber security, No-bullying, the importance of self-esteem, How to design a resume*, among others topics. These have been limited to the participants and their communities and have not included a fee. UT is aware of the need to expand this program, possibly

through the proposed project and without as many financial constraints. This proposal will cover tuition expenses, complimentary services such as: PEAU Review, PEAU Exam stipend, transportation and meal stipend, and counseling services and will accommodate some 30 per year of interested and eligible participants. The School of Continuing Education resources and qualified UT Academy and UT Ponce University Center faculty, with specialties in Education, Administration, Sciences, Engineering and Agriculture, Conversational English, Mathematics, and teaching of electives, are also available to deliver proposed academic program and workshops each of the four trimester calendar years of the project.

A. Project Goals: The proposed project anticipates impacting in the following areas: **(1)** Increase the number of migrants, seasonal farmworkers and members of their immediate families with a high school equivalent diploma. **(2)** Subsequently, assist these participants in gaining employment or being placed in an institution of higher education or other post-secondary education or training. The project will contribute to results or products that will benefit multiple institutions and diverse constituencies. The outcome of the project will be the availability of a 3 academic trimesters and 1 vocational workshop/year distributed in four tracks, totaling 1,020 contact hours that may be taken by, as a first priority, migrants and seasonal farmworkers and members of their immediate family. Each track will be available to a maximum of 50 participants. The project will benefit some 150 participants in a five year period. **(3)** The proposed project will improve the skills, knowledge, and abilities of these target participants and teachers, workshops instructors and other educators in STEM education. Moreover, the opportunity provided by this project will address the specific needs of the under-represented target population, mainly migrants and farmworkers. **(4)** The proposed project will engage faith-based and community organizations in

the delivery of service of this program. A follow-up system will be implemented to track the benefits of the program on the participants' ongoing post-secondary studies or job performance.

B. Project Objectives: (1) Deliver 3 academic levels and 1 vocational workshop each year to increase the skills, knowledge, and abilities of 30 migrants and farmworkers focusing on best STEM competences practices that will improve and enhance their social and professional capacity. (2) 70% of participants will obtain the equivalent secondary school diploma. The participants will demonstrate increased skills and knowledge of best practices, as evidenced by pre and posttests, to continue offering better skills within their workplace. (3) 80% of participants will enter post-secondary education or training programs, upgrade employment, or join the military.

UT has the academic program for UT Academy- PEA (Adults Education Program) and affiliation with the PRDE-SASEC to develop the proposed project program using the Circular Letter Number 28-2013-2014. Table 1 details the project participant recruitment/retention plan. The proposed Instructional Plan for the project is included at the end of this section narrative.

C. Dissemination: The approved project will be announced in a regional newspaper of widespread distribution: *La Perla del Sur* and on the Universidad del Turabo public web page. Recruitment will be sought by using a web mailing list of previous participants at institutional workshops, especially during the months of June to July of a each project year. During the projects instructional phase, instructors who offer the workshops will provide Power Point presentations and other educational materials and products in an electronic format to be uploaded at the UT School of Continuing Education web page. All project information, from start to the final evaluation of the project, and educational materials produced by project participants will be

uploaded to UT's web page in order to benefit the general audience from the work of the project.

Also, UT will hold a yearly forum directed to migrants, farmworkers and immediate participating family members to discuss advances in their daily routine, job performance and social benefits, among other topics. The PathStone Corporation that provides services to this population and will be a partner of the project.

Table 1: Recruitment and Retention of Project Participants (September 2016-August 2017)

Criteria	Strategies	Responsible Person(s)	Indicator(s)
RECRUITMENT	Phone calls and meetings with PathStone, EOC and PRDE personnel and directors in collaboration with the municipalities of Adjuntas, Guánica, Jayuya, Juana Díaz, Lajas, Orocovis, Ponce, Salinas, San Germán, Santa Isabel and Villalba. Web mailing list of previous participants at institutional workshops will be also used as a promotion tool. Distribution of brochures and flyers will be another dissemination strategy. Finally, an announcement will be posted in the regional newspaper: <i>La Perla del Sur</i> and on the UT public web page.	Project Director, Project Counselor, Student Services Officer and Administrative Assistant.	Phone lists; evidence of meetings; sent and received emails. Needs Survey and Flyer or Promotional sheets, publications from newspaper and web page
SELECTION	Create data base of participants. Letter of admission or not admission to the candidates. Closed circuit promotion among the Ana G. Mendez campuses.	Project Director, Project Counselor and Administrative Assistant	Participant list, working data base, copies letters of acceptance to participants
RETENTION	Project counselor will maintain close communication with	Project Counselor	Student satisfaction surveys.

Criteria	Strategies	Responsible Person(s)	Indicator(s)
	participants to assess student satisfaction.		

D. Curricular Content: The following academic program will be offered throughout the project 12 month period within the four tracks identified: (I) Track I: UT- ASE I Part B (10th grade), (II) Track II: UT- ASE II Part A (11th grade), (III) Track III: UT- ASE II Part B (12th grade) and Track IV: UT-Vocational Workshop and Dynamic Agriculture/STEM.

Curricular Outline:

Track I: UT- ASE I Part B (10th grade)

Learning STEM of Life Institute - HEP Ponce

First Trimester- Initial Secondary Education Part 2- September 2016 - November 2016

1. Communication in Spanish 10- 1 credit = 45 contact hours
2. Communication in English 10 -1 credit = 45 contact hours
3. Mathematical Reasoning 10 - 1 credit = 45 contact hours
4. Scientific Reasoning 10 - ½ credit = 30 contact hours
5. Social Interaction 10- ½ credit = 30 contact hours
6. Elective: Environmental Sciences- ½ credit = 30 contact hours
7. Conversational English Course- ESL2 = .6 (EEC)credits = 60 contact hours

Total: 10.5 Credits = 285 contact hours

Track II: UT- ASE II Part A (11th grade)

Learning STEM of Life Institute - HEP Ponce

Second Trimester- Advance Secondary Education Part 1-December 2016- February 2017

1. Communication in Spanish 11- 1 credit = 45 contact hours
2. Communication in English 11 -1 credit = 45 contact hours

3. Mathematical Reasoning 11 - 1 credit = 45 contact hours
4. Scientific Reasoning 11 - ½ credit = 30 contact hours
5. Social Interaction 11- ½ credit = 30 contact hours
6. Conversational English Course- ESL2 = .6 (EEC) credits = 60 contact hours

Total: 10.5 credits= 270 contact hours

Track III: UT- Track II: UT- ASE II Part B (12th grade)

Learning STEM of Life Institute - HEP Ponce

Third Trimester- Advance Secondary Education Part 2- March 2017- May 2017

1. Communication in Spanish 12- 1 credit = 45 contact hours
2. Communication in English 12 -1 credit = 45 contact hours
3. Mathematical Reasoning 12 - 1 credit = 45 contact hours
4. Scientific Reasoning 12 - ½ credit = 30 contact hours
5. Social Interaction 12- ½ credit = 30 contact hours
6. Elective: Statistics- ½ credit = 30 contact hours
7. Conversational English Course- ESL2 = .6 (EEC) credits = 60 contact hours
8. College Board Review - 24 contact hours

Total: 10.5 Credits = 309 contact hours

Track IV: UT- Vocational Workshop

Learning STEM of Life Institute - HEP Ponce

Fourth Trimester - Vocational Dynamic Agriculture Workshop - June 2017- August 2017

1. Agricultural Sciences- ½ credit= 30 contact hours
2. Computer Sciences- ½ credit= 30 contact hours
3. Use and management in Agricultural Equipment- ½ credit= 30 contact hours

4. Security in Agriculture (OSHA) -1/2 credit= 30 contact hours
5. Cattle and Crop Security-1/2 credit= 30 contact hours
6. Land Administration-1/2 credit= 30 contact hours

Total: 3 credits= 180 contact hours

Workshops will be delivered in diverse modalities and include lectures, practical field experiences and the UT virtual library ([www.utvirtual library.com](http://www.utvirtual.library.com)) that provide access to other technological resources.

E. Project Evaluation:

The Project Evaluator will be Ed. D. Alicia Castillo is a Graduate Professor at U.P.R. Department and works as Coordinator of the Program for Leadership in Educational Organizations Ms. Castillo work as a Director for the Educational leaders committed to quality of learning and improvement of student academic performance (LECAMAE)- funded by SAPIENTIS- research and professional development project.

A process and product evaluation plan using Outcome-based Planning and Evaluation (OBPE) has been designed with the purpose of (1) documenting the effectiveness of the academic and training program, including quantitative measures; (2) documenting the impact of the program; (3) determining whether project objectives and activities are accomplished according to established timelines; and, (4) collecting on-going process data that will allow for continuous revision and improvement of the training process. An external evaluator Alicia Castillo, in coordination with the Project Director, will be responsible for the process and educational gain evaluation of the program. The outcomes based planning and evaluation will look at the impact, benefits, and changes in the project participants. As a result of this project, acquired knowledge, skills and behavior during and after workshops participation will be measured. Outcomes evaluation will

examine these changes in the short, intermediate and long term. Outcomes evaluation looks at programs as systems that have inputs, activities and/or processes, outputs and outcomes. This evaluation system will consider the following:

Input: All materials and resources that the program will use in its academic courses and workshop to serve participants.

Workshops: These are the activities that the program will undertake with participants in order to meet program outcomes, as well as participant's needs.

Outputs: The evaluation process will consider the number of participants served and their attendance, participant's learning skills and an instructor and participant satisfaction survey.

Outcomes: The actual impacts, benefits, and changes in participants during or after the project will be measured through their acquired knowledge, skills and behavior.

Outcome Targets: The number and percent of participants who will participate.

Outcome Indicators: These will be observable and measurable objectives to attain the targeted outcome.

Objectives	Evaluation Activities	Dates	Person(s) Responsible
Project Dissemination & Promotion:			
To determine extent to which the project was disseminated; participants selected according to criteria; and, timelines established in project design.	Correlate dissemination of project activities with proposed timelines.	September 2016 to August 2021	External Evaluator
Education and Training:			
I. At the end of the year 2016-2017, the 70% of the 30 participants will complete ASE I B(10th), ASE II A (11th) and ASE B(12th)	A. Class and Workshop (WS) professors or instructor will evaluate learning outcomes using oral presentations and portfolios.	Evaluation at the end of each track workshop.	Professors, Instructors, Project Director, External Evaluator

Objectives	Evaluation Activities	Dates	Person(s) Responsible
<p>Through their daily participation in class the students will master the basic skills of Communication in Spanish, Communication in English, Mathematical Reasoning, Scientific Reasoning, Social Interaction, electives: Environmental Sciences and Statistics. (13.5 credits)</p>	<p>B. Instructor will administer a comprehensive exam to measure the educational gain of each course. Administer a questionnaire to participants upon completion of each workshop to determine workshop content effectiveness.</p> <p>C. Administer questionnaire to instructors upon completion of each workshop to determine workshop content effectiveness.</p> <p>D. Analyze questionnaire results to make necessary content and process revision.</p> <p>E. Examine WS completion rates.</p>		
<p>2. Demonstrate knowledge and skills in the vocational dynamic agriculture knowledge.</p>	<p>A. Workshop instructor will evaluate learning outcomes using oral presentations and portfolios.</p> <p>B. Administer a questionnaire to participants upon completion of each workshop to determine workshop content effectiveness.</p> <p>C. Instructors will administer a Comprehensive Exam based on all the components instructed. Administer questionnaire to instructors upon completion of each workshop to determine workshop content effectiveness.</p> <p>D. Analyze questionnaire results to make necessary content and process revision.</p> <p>E. Examine workshop completion rates.</p>	<p>Evaluation at the end of each workshop.</p>	<p>Instructors, Project Director, External Evaluator</p>

Objectives	Evaluation Activities	Dates	Person(s) Responsible
3. Demonstrate knowledge and skills on Conversational English.	<p>A. Workshop instructor will evaluate learning outcomes using oral presentations and portfolios.</p> <p>B. Administer a questionnaire to participants upon completion of each conversational English course.</p> <p>C. Administer and evaluate the standardized conversational English test: Best Plus.</p> <p>D. Administer a questionnaire to instructors upon completion of each workshop to determine workshop content effectiveness.</p> <p>E. Analyze questionnaire results to make necessary content and process revision.</p>	Evaluation at the end of each workshop.	Instructors, Project Director, External Evaluator and Project Coordinator.

2. PROJECT RESOURCES

A. **Personnel:** Professor Jeanne D. López, Instructor of the UT School of Technical Studies of Port Operations, Transportation Security and Logistics in Escuela de Estudios Técnicos UT Ponce, holds a BS in Liberal Studies with a minor in Psychology from Pontifical Catholic University of Puerto Rico. She also possesses a graduate certificate in Maritime Transportation & Logistics from the Pontifical Catholic University in coordination with the Maine Maritime Academy. She is the Director of Special Projects: UT Academy- Adults Education Program) at Universidad del Turabo, SCEd. She is known for holding several professional certifications such as: Human Resources and Labor Laws. Currently she is enrolled in a graduate certificate on Higher Education Leadership and Student Success from Walden University. Professor Jeanne D. López, as PD, will monitor project implementation, fiscal management, and compliance of the project. Miss. Sheila M. Báez will be appointed as the Project Counselor

and will assist Jeanne D. López in providing support to migrants and farmworkers participants and project logistics, as well as liaison with Puerto Rico Department of Education and Community Faith Based Organization.

- B.** A complete detail of project personnel and resources is included in the Project Staff & Resources Attachment. The UT School of Continuing Education (SCEd) will oversee, from an organizational viewpoint, project implementation. As such, the SCEd will institutionally assign the following personnel a 100% of their time to work with the proposed project: The Executive Director of the SCEd, Ms. Lizbeth Rivera, will oversee the day-to-day operational function of the SCEd in support of project activities. The PD in coordination with the PC (Project counselor) and the Students Services Officer will arrange logistics for workshop offerings, enroll participants, provide assistance to any student issues, and support instructors that offer workshops. This will facilitate participant enrollment process, tracking academic progress, and communication with the PD. An Administrative Services Coordinator will provide clerical support to the project and will handle all the administrative aspects, respectively, including assisting with participant's enrollment and budget administration support.

Specialized teachers in Andragogy and Secondary Level Education, and instructors with the specialization on Farm land administration, Engineering and Agricultural Sciences will serve as workshop instructors. The SCEd special projects personnel and Information Technology staff will also play integral roles to the project as Institutional contributions. Information and instructional technology will be of utmost importance to accomplish the project objectives and to achieve the goals proposed. An external evaluator (to be recruited),

in coordination with the PD, and PC (Project Counselor) will be responsible for project process and product evaluation.

C. Management Plan: UT will be the grantee. Project direction will be placed under the SCEd. A Project Director (PD), Professor Jeanne D. López, will be assigned to spearhead the project. She will dedicate 100% effort to the project under federal funds. She has extensive experience in project management. She will work with the oversight of the Executive Director of the School of Continuing Education, Ms. Lizbeth Rivera. They will collaboratively be, and in a coordinated effort, responsible for overall administration and supervision of the project, including scheduling training sessions, contracting personnel, coordinating the evaluation process and managing the budget. The primary responsibility for the project will be the PD. The Project Counselor, Sheila M. Báez, will also have responsibilities in the internal evaluating processes to measure the progress on the accomplishment of the proposed objectives in order to make timely adjustments as they are necessary and warranted. The Project Counselor in coordination with the Students Services Officer and with the assistance of the project faculty will submit to the PD a written progress report twice a year at the end of each academic term. In the two project official reports, the four trimester's progress would be included. These reports will be incorporated into the annual progress report submitted by the PD to USDE.

D. IMPACT: UT is committed to institutionalizing the practices and improvements proposed in this proposal. UT, through its School of Continuing Education and collaboration with the project endorsement partners: P.R.D.E.-SASEC, PathStone, EOC-P.U.C.P.R and community based organizations will continue to offer workshops in response to the HEP priority. This will provide for the enrichment of participants educational gain beyond *UT: Learning STEM for*

Life Institute-HEP. This project will reinforce the initiative of the U.S.D.E. to provide migrants, farmworkers and members of their immediately family the opportunity to acquire the high school equivalency diploma and the contribute to the achievement of the Secretary's priority for promoting "science, technology, engineering and mathematics (STEM) education". The overall impact of the project in a 5-year period will positively benefit some 150 migrants and farmworkers who will have acquired the necessary skills to execute accordingly within various farmland and agriculture projects in Puerto Rico or nationally. In order to disseminate project impact, UT will present project achievements at activities such as an annual meeting of faculty of the chancellor of UT, on the institutional web page and through news media using the regional newspaper: *La Perla del Sur, as one of them*

Instructional Plan. *UT: Learning STEM for Life Institute-HEP* delivers one year of academic and vocational program to increase the academic level of knowledge from the participant. It is offered in collaboration with Auxiliary Secretary of Educational Services to the Community (SASEC) of Puerto Rico Department of Education and following the standards of *Circular Letter-28-2013-2014*.

Objectives	Activities	Dates	Responsible Person	Evaluation
<p>(1) At the end of the year 2016-2017 , the 70% of the 30 participants will complete ASE I B(10th), ASE II A (11th) and ASE B(12th)</p> <p>The 80% of the participants will be located in employment or entering a post-secondary educational program.</p> <p>Through their daily participation in class the students will dominated the basic skill of Communication in Spanish, Communication in English, Mathematical Reasoning, Scientific Reasoning, Social Interaction, electives: Environmental Sciences and Statistics. (13.5 credits)</p>	Implement andragogy as a strategy for adult education.	September 2016- August 2017	Professors	Incorporate strategies for daily plans.
	Using assessments, evaluations and techniques. Ex: short test, projects, portfolios and rubrics.	September 2016- August 2017	Professors	Incorporate strategies for daily plans and grades distribution.
	Registration Process	September 2016	Director, Counselor , Professors	Admission documents completed and processed Assessment rubric
	Pre- test and post- test administration for defining the educational level of each student.	September 2016- August 2017	Professors	Pre-test and Post-test results.
	Develop workshop schedules	September 2016- August 2017	Professors	Formative and summative evaluations
	Offer 660 contact hours to complete the secondary education credits.	September 2016- August 2017	Professors	Attendance list
	Used of technology for develop skills.	September 2016- August 2017	Professors	Work result using technology
	Diary activities in real life context to motivated students in learning process.	September 2016- August 2017	Director, Counselor , Professors	Activities performed and evidence of application

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<p>According to the interest of the federal secretary of education 100 % of the participants will receive instruction and mentoring in the areas of science, technology, engineering and mathematics. (STEM)</p>	<p>STEM will be developed through secondary education as elective courses: Environmental Sciences and Statistics. Vocational Workshops- Dynamic Agriculture</p>	<p>September 2016- August 2017</p>	<p>Professors</p>	<p>Activities evaluation Syllabus Oral and writing test Classroom visits</p>
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Objectives	Activities	Dates	Responsible Person	Evaluation
(2)Impart the teaching process to the 30 participants in ESL2, ESL3 and ESL4 with the necessities language skills and have the opportunity for a fluent oral communication, in accordance with the requirements of DEPR and successfully complete 180 hours equivalent to 18 credits contacts units.	Provide a placement test for the participant with the purpose of knowing the corresponding and appropriate level for his/her learning process.	September 2016- August 2017	Professors	Attendance record
	Perform oral exercises to facilitate the learning by level in the followings areas: <ul style="list-style-type: none"> • Listening • Speaking • Pronunciation • Reading • Writing • Grammar • Vocabulary 	September 2016- August 2017	Professors	Activities evaluation Syllabus Oral and writing test Classroom visits
	Oral exercises to successfully perform a job interview.	September 2016- August 2017	Professors	Instrument of Evaluation
	Final interview of the participants with topics of actual real life situations.	September 2016- August 2017	Professors	Test results
	Discuss results with participants.	September 2016- August 2017	Professors	Discussion of results Contact Hours Certificated

Objectives	Activities	Dates	Responsible Person	Evaluation
<p>(3)Offer the vocational Dynamic Agriculture Workshop courses. Through their daily participation in class the students will master the basic skill of Agricultural Sciences, Technological agriculture , Use and Management in Agricultural Equipment, Security in Agriculture (OSHA), Cattle and Crop Security and Land Administration. (3 credits)</p>	Registration Process	June 2017	Director, Counselor, Professors	Admission documents completed and processed Assessment rubric
	Using assessments, evaluations and techniques. Ex: short test, projects, portfolios and rubrics.	June 2017- August 2017	Professors	Incorporate strategies for daily plans and grades distribution.
	Develop workshop schedules	June 2017- August 2017	Professors	Formative and summative evaluations
	Offer 180 contact hours to complete the Vocational Dynamic Agriculture Workshop	June 2017- August 2017	Professors	Attendance list
	Use of technology for developing skills.	June 2017- August 2017	Professors	Work result using technology
	Daily real life activities content should motivate students in the learning process.	June 2017- August 2017	Professors	Activities performed and evidence of application
	Course closure	June 2017- August 2017	Director, Counselor, Professors	Vocational Certificate

COMPLIMENTARY SERVICES

Objectives	Activities	Dates	Responsible Person	Evaluation
(4) College Board Reviews	The student will be taking Spanish, English and Mathematics Reviews in order to be prepare them to take the PEAU University Admission Test.	January 2017	Professors	Pre - test and post test results
College Board PEAU for University admission test	Test Continuing Education School will fund the cost of the PEAU University Admission test of each participant.	February 2017	College Board Administration	College Board Tests Result
UT- Employment Center, WIA Ponce and PathStone	SCEd in collaboration with UT- Employment Center and Private Organization such as PathStone will work in the training of the participants on employment search, resume elaboration and preparing for a job interview.	June 2017- August 2017	UT- Employment Center Administration	Resumes and Interviews

ORGANIZATIONAL PROFILE

The Universidad del Turabo (UT) is a member of the Ana G. Mendez University System, a private, non-profit, Hispanic-serving institution of higher education established in 1972. It is located on a 136-acre campus in Gurabo, a small town in the eastern-central region of Puerto Rico. Universidad del Turabo is accredited by the Middle States Association of Colleges and Universities, and licensed by the Commonwealth of Puerto Rico Council on Higher Education. New tendencies in education have caused UT to revitalize its mission in order to become an even more dynamic institution.

UT Vision: The vision of the Universidad del Turabo is to be a high-quality educational community dedicated to improve the education of its student population and to promote the use of a advanced technology with a focus of internationalization.

UT Mission: The mission of the Universidad del Turabo is to improve the knowledge through the excellence in teaching and promote the investigation, the innovation and the internationalization of its programs. The University is committed to graduating highly educated and professionally competent students, that can think critically and that are technologically cultured. The institution also promotes the development of ethical principles and values that allow contributing to the welfare from the community through its know-how of the social systems and of its roles as responsible citizens.

Values - The Universidad del Turabo is committed with:

- the liberty of the thought and the expression
- the recognition and respect of the diversity

- the respect to the individual dignity (of the individual)
- the excellence in the teaching and the generation, dissemination and application of the knowledge
- the promotion of cultural, social, and ethical values
- the excellence in the planning, the operation and the service
- the respect by the environment and the nature
- the promotion of the human sensibility and esthetics

UT has moved forcefully to develop its doctoral degree programs to promote internationalization and research initiatives, to establish student diversity, and to reinforce its long-standing institutional commitment to academic quality, as well as cultural, sports and community services. As a result, UT has positioned itself in an advanced and leading university. As evidence of this evolution, UT has obtained the following specialized accreditations: Accreditation by the Board for Engineering and Technology (ABET); Commission on Accreditation for Dietetics Education (CADE); and the Commission on Collegiate Nursing Education (CCNE).

Currently the University is working to obtain the following specialized accreditations: Association to Advance Collegiate Schools of Business, Council on Academic Accreditation in Audiology and Speech, and the Council on Social Work Education and Teacher Education Accreditation Council.

The university offers 28 baccalaureate programs including such areas as science, arts, and engineering, 23 master's degree programs, and four doctoral programs in environmental science, education, business administration, and psychology. It is the islands largest private post-secondary institution with an enrollment of over 16,000 students in the first semester of the 2010-11 academic years. The University's student population is classified as 100% Hispanic. The socio-economic,

Sistema Universitario Ana G. Méndez (SUAGM), Inc. dba Universidad del Turabo (UT)

cultural and educational backgrounds of UT students reflect the disadvantages of the eastern-central region of Puerto Rico. Annual family income of 85% of UT students is below \$8,000, for families that consist of five or more members. The University is accredited by the Middle States Commission on Higher Education and the Puerto Rico Council of Higher Education.

Other Attachment File(s)

* Mandatory Other Attachment Filename:

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To add more "Other Attachment" attachments, please use the attachment buttons below.

[Add Optional Other Attachment](#)

[Delete Optional Other Attachment](#)

[View Optional Other Attachment](#)

JEANNE D. LÓPEZ RIVERA

(b)(6)

OBJECTIVE

To join a rapidly growing dynamic company that has plans for ambitious growth, where I can utilize my skills and experience to the benefit of my employer and where I can professionally develop.

EXPERIENCE SUMMARY

- ◆ **Vast Working Experience in an Educational Institution** working with the Management of Federal Funds.
In depth knowledge of Financial Aid and federal and state laws. Proficient with automated student management computing systems.
 - ◆ **Experience on Project Implementation, Logistics, Safety and Business Operations**, established and implementing a wide variety of educational productive and effective programs and projects. Experience working with non-profitable organizations.
 - ◆ **Extensive background in HR generalist affairs**, including experience in employee recruitment and retention, contracts, staff development, mediation, conflict resolution, benefits and compensation, HR records management, HR policies development and legal compliance. Supervised about 20 employee including administrative associates, security guards, janitor, advisor and faculty.
 - ◆ **Demonstrated success in negotiating win-win compromises**, developing teambuilding programs, and writing personnel manuals, corporate policies, job descriptions and management reports.
-

KEY COMPETENCIES & SKILLS

- ◆ **Business Administration-** Business Operation and Implementation skills, Project and Proposal Management, Funds Search, knowledge of Proposal R.F.P., among others.
- ◆ **Budget & Funds-** Budget Management, Purchase, Posting & Billing.
- ◆ **Human Resources-** Human Resources Regulations, Laws, Benefits and H.R. Administration, Training & Development, Performance Management, Staff Recruitment & Retention, Organizational Development, etc.
- ◆ **Laws-** Business Administration, H.R., Education, Security and Health Laws, Regulations & Standards (Local and Federal): Labor Laws, FERPA, HIPPA, FMLA/ADA/EEO/WC, MARAD, IMO, BIMCO documents, Shipping Industry Chartering, ISO 9001, ISM(International Safety Management Systems), Transportation and Marine CFR's, Export/Import. OSHA, SAFETY & SECURITY, EMERGENCY & INCIDENT MANAGEMENT, HAZARD, RISK MANAGEMENT and EPA among others.
- ◆ **Computers-** Microsoft Office, Word, Power Point, Adobe Acrobat X Pro, Excel, Publisher, KRONOS, Students Banner, Finance Banner, Outlook, Oracle, etc.

LECTURING EXPERIENCE

- ◆ **2010-Present-** Seasonal lecturer at **SUAGM**, Turabo University.
- ◆ Taught Port Operations, Supply Chain Management, Warehouse & Inventory, Logistics, Export and Import, Transportation Safety and Security, Tourism in Port City, Port City Workshops, Microeconomics and more at Turabo University
- ◆ **2012-Present-** Seasonal lecturer at **A.B.T.C. (American business & Technical College)** of Logistics, Supply Chain, Transportation Safety and Transportation Security.

TEACHING EXPERIENCE

- ◆ Work as a Teacher and Service Coordinator thru Special Recruitment as a Temporary Employee for the D.E.P.R. (Puerto Rico Department of Education):
 - ◆ September 2001- July 2002 D.E.P.R. Special Education Teacher at Francisco Hernández y Gaetán Elementary Community School.
 - ◆ August 2002-July 2003 D.E.P.R. English teacher at Ismael Maldonado Middle School.
 - ◆ September 2004- January 2006 D.E.P.R. Service Coordinator for the C.S.E.E. (Special education Service Centre).
 - ◆ August 2007-May 2008 D.E.P.R. English Teacher at Thomas Armstrong High School.
- ◆ Work for a private school certified under the C.E.S. (Council of Superior Education) and D.E.P.R. as a temporary teacher.
 - ◆ August 2003- July 2004 SSL Teacher (Spanish as a Second Language Teacher) at TESIS Dorado Private School.

EDUCATION

- ◆ **Walden University**
Higher Education, Leadership and Student Success
Graduate Professional Certificate
Currently working on this certificate
- ◆ **Turabo University, School of Continuing Education**
Project Management Certification
December 2015
- ◆ **Metropolitan University (U.M.E.T.)**
M.B.A. in Human Resources and Marketing
Working on thesis Project (33 credits completed)
- ◆ **Maritime Transportation and Logistics - Graduate Professional Certificate**
Pontifical Catholic University of P.R. and Maine Maritime Academy
May 2011
- ◆ **Human Resources Administration and Labor Laws Certification**
Training Resources, Inc.
July 2008
- ◆ **Pontifical Catholic University of Puerto Rico, Ponce Campus**
Bachelor Degree in Sciences & Liberal Studies Minor in Psychology
May 2001

Attachment I: Individual Key Personnel Resume and Project Staff

Personnel	Positions	Education
Faculty		
Jeanne D. López Rivera Project Director	Project Director	B.A. in Science and Liberal Studies , Minor in Psychology Graduated Professional Certificate on Maritime Logistic and Transportation
UT -Learning STEM of Life Institute - HEP Ponce - Staff		
Maraliz González Vega	Administrative Services Coordinator	B.S. Business Administration Concentration in Communications
Sheila M. Báez	Project Counselor	Master of Arts In Rehabilitation Counseling
Personal Evaluator		
Alicia Castillo	UT HEP –External Evaluator	Ed. D

ATTACHMENT II : Key Personnel Job Descriptions and Responsibilities

PROJECT DIRECTOR

Qualifications	Responsibilities
<p>Education Bachelor Degree from an accredited university in education or administration desirable.</p> <p>Experience</p> <ul style="list-style-type: none"> • Three (3) years of higher education experience in academic and/or administrative university areas and related functions. <p>Language Skills</p> <ul style="list-style-type: none"> • Fluent in Spanish in English 	<ul style="list-style-type: none"> • Communicate UT Learning STEM for Life objectives to all partners including PRDE and SUAGM, SCEd. • Serve as chair of the UT Learning STEM for Life Internal Evaluation Team (IET) • Work with the External Evaluator to facilitate and execute comprehensive an independent evaluation • Remain current on USDE and HEP program and GPR policies, terms and conditions to assure program compliance • Oversee preparation and monitoring of project fiscal, assessment, and technical report for both the University and USDE. • Authorize all UT Learning STEM for Life expenses and award and maintain budget control and responsibility for appropriate utilization of funds
<ul style="list-style-type: none"> • Strong interpersonal, written and oral communication, and technology skills. 	<ul style="list-style-type: none"> • Ensure all funding, awards, and reporting are operation and executed according to schedule and policy
<ul style="list-style-type: none"> • Demonstrated ability to work as a member of a leadership team 	<ul style="list-style-type: none"> • Work with the University staff to institutionalize new practices and processes according to pre-established schedule

UT Learning STEM for Life Project Director Bio-sketch:

The Project Director will be Jeanne D. Lòpez Professor Jeanne D. Lòpez, Instructor of the UT School of Technical Studies of Port Operations, Transportation Security and Logistics, holds a Bachelor of Sciences in Liberal studies with a minor in Psychology from Pontifical Catholic University of Puerto Rico. She also possesses a Graduate Certificate in Maritime Transportation & Logistics from the Pontifical Catholic University with coordination of Maine Maritime Academy. She is the Director of Special Projects: UT Academy- Adults Education Program) at Universidad del Turabo, SCEd. She is known for holding several professional certifications such as: Human Resources and Labor Laws. Currently she is enrolled in a graduate certificate on Higher Education Leadership and Student Success from Walden University.

PROJECT COUNSELOR

Qualifications	Responsibilities
<p>Education</p> <ul style="list-style-type: none"> • Master’s degree in Counseling from an accredited university. Current license issued by the Board of Examiners of Professional Counselors. <p>Experience</p> <ul style="list-style-type: none"> • Three (3) years of experience in university administrative areas and related functions <p>Language Skills</p> <ul style="list-style-type: none"> • Fluent in Spanish in English 	<ul style="list-style-type: none"> • Support and assist the Project Director in project duties and responsibilities. • Support and assist the process of project assessment and reporting. • Generate reports on student performance, participation, completion, and retention • Act as liaison between the University and the PRDOE, Ponce Region and partners or community faith based organizations. • Responsible for the effective implementation of guidance and counseling services component of student services.
<ul style="list-style-type: none"> • Strong interpersonal, written and oral communication, and technology skills. 	<ul style="list-style-type: none"> • Complete other duties of the project as assigned by the Project Director •
<ul style="list-style-type: none"> • Demonstrated ability to work as a member of a leadership team 	<ul style="list-style-type: none"> • Work with the University staff, SCEd staff, PRDE, and project participants.

A. The Project Counselor Miss. Sheila M. Báez possess a B.A. in Forensic Psychology and a Master Degree in Rehabilitation Counseling. She will be appointed as the Project Counselor and will assist Jeanne D. López in providing support to migrants and farmworkers participants and project logistics, as well as liaison with Puerto Rico Department of Education and Community Faith Based Organizations.

ADMINISTRATIVE SERVICES COORDINATOR

Qualifications	Responsibilities
<p>Education</p> <ul style="list-style-type: none"> • Bachelor’s degree <p>Experience</p> <ul style="list-style-type: none"> • Three (3) years of experience in university administrative areas and related functions <p>Language Skills</p> <ul style="list-style-type: none"> • Fluent in Spanish in English 	<ul style="list-style-type: none"> • Support and assist the Project Director in project duties and responsibilities • Support and assist the process of project assessment and reporting • Generate reports on student participation, completion, and retention in coordination with the Project Counselor. • Generate contracts and purchase orders for project personnel, and equipment and supplies in the scope of the project. • Complete other duties of the project as assigned by the Project Director
<ul style="list-style-type: none"> • Strong interpersonal, written and oral communication, and technology skills. 	<ul style="list-style-type: none"> • Ensure all funding, awards, and reporting are operation and executed according to schedule and policy.
<ul style="list-style-type: none"> • Demonstrated ability to work as a member of a leadership team 	<ul style="list-style-type: none"> • Work with the University staff, SCED, PRDE, and project participants.

The Project Administrative Services Coordinator will be Maraliz González. Ms. González will be the liaison between the Project Director, students, faculty members and teachers, coordinate all aspects of the logistics for all project activities and events (facilities, equipment, materials, human resources, coordinate the management and purchase of materials need for each activity for mentors and/or tutors, among others), provide follow-up to participants, invited guests and resources that will participate in activities and events, and provide support to the Project Director as needed, among other tasks.

ORIENTATION OFFICER – To be recruited

Qualifications	Responsibilities
<p>Education</p> <ul style="list-style-type: none"> • Bachelor Degree in Social Work on Psychology Degree from an accredited university. <p>Experience</p> <ul style="list-style-type: none"> • Two (2) of higher education experience in student services areas and related functions <p>Language Skills</p> <ul style="list-style-type: none"> • Fluent in Spanish in English 	<ul style="list-style-type: none"> • Communicate with Project Director, Administrative Services Coordinator, the PRDE, and project participants. • Work hand in hand with the Project Counselor in order to intervene with the participants. Offer participants Workshop on their areas of needs. • Communicate with project participants regarding their study plan and progress in coordination with the Project Counselor. • Keep participants informed about enrollment, course, and workshop dates. • Visits project participants to oversee their needs at their living or job place. • Keep project participants digital file up date.
<ul style="list-style-type: none"> • Strong interpersonal, written and oral communication, and technology skills. 	<ul style="list-style-type: none"> • Send written correspondence, as required to participants.
<ul style="list-style-type: none"> • Demonstrated ability to work as a member of a leadership team. 	<ul style="list-style-type: none"> • Work with the Project Direct, University staff, professors, students, and other project partners.

The Administrative Assistant will aid in the recruitment and retention of project participants. He/She will require knowledge and skills in enrollment management, computer software, and clerical skills to complete records and reports. He/She will be the primary point-of-contact for project participants to receive information and enroll in the project’s courses and workshops. He/She must keep accurate records of demographic and biographical data on all participants.

TEACHERS/INSTRUCTORS – To be recruited

Qualifications	Responsibilities
<p>Education</p> <ul style="list-style-type: none"> Bachelor or Master Degree Degree from an accredited university in the area of teaching. Certification in the area of teaching. <p>Experience</p> <ul style="list-style-type: none"> Two (2) of higher teaching education experience. <p>Language Skills</p> <ul style="list-style-type: none"> Fluent in Spanish and English 	<ul style="list-style-type: none"> Communicate with Project Director, Administrative Services Coordinator, the PRDE, and project participants. Teach Secondary Level Education, and specialize courses on Farm land administration, Engineering and Agricultural Sciences. Communicate with project participants regarding their study syllabus, evaluation strategies, assessments and progress in coordination with the Project Counselor. Keep participants informed about course content, reviews, and workshop dates. Evaluate participant’s performance according to the course standards and methodology.
<ul style="list-style-type: none"> Strong interpersonal, written and oral communication, and technology skills. 	<ul style="list-style-type: none"> Integrate the use of technology in class.
<ul style="list-style-type: none"> Demonstrated ability to work as a member of a leadership team. 	<ul style="list-style-type: none"> Work with the Project Direct, University staff, professors, students, and other project partners.

The Teachers and Instructors will address the programs courses to the participants using the Andragogy method. They will also be responsible to teach according to the P.R.D.E. course standards and methodology.

ELIGIBLE PARTNERSHIPS APPLICATION (FISCAL YEAR 2016-2017)

1. PROJECT PRIORITY

X #1. High School Program for Migrants & Farmworkers

2. PARTNERSHIPS'S REPRESENTATIVE :

- a. Name of institution of higher education: Sistema Universitario Ana G. Méndez, Inc. dba Universidad del Turabo
- b. Campus: Universidad del Turabo, Ponce

3. PARTNERSHIP'S CHIEF OFFICER:

- a. Name: Dr. Dennis Alicea b. Position: Rector
- c. Mailing address: PO box 3030 Gurabo, P.R 00778-3030
- d. Phone number: (b)(6) number: 787-744-5394 f. E-mail: dalicear@suagm.edu
- g. Signature: _____

4. PROJECT TITLE: UT Learning STEM for Life Institute - HEP PONCE

5. NUMBER OF PARTICIPANTS:

30 (#) PARTICIPANTS

6. TOTAL CONTACT HOURS OF INSTRUCTION

(credit courses and workshops only)

1044 (#) Contact hours

7. TOTAL CREDITS OR UNITS:

135 (#) Academic Credits
21 (#) Continuing Education Units

8. PROJECT PERIOD :

a. Instructional phase: from: _____ through : ,

9. ENDORSEMENT OF REQUIRED ENTITIES IN A PARTNERSHIP:

a. Training and Employment Services: PathStone

Name of Representative: Luayda Ortiz Position: Director- Training and Employment

Our Organization sustains its initiative to incorporate these young people and adults farm workers and migrants in a collaborative agreement as part of the integral development of our country Together we work to minimize illiteracy from its functional perspective and to prepare the adult for the work force in order to promote a better quality of life for him/her and their families.

The project UT- Learning STEM For Life Institute - HEP Ponce and PathStone will jointly work for the development and independence for individuals using referrals. The UT is committed to social and community purposes which simultaneously help to create an economic independence of each individual. The project UT- Learning STEM For Life Institute - HEP Ponce offers an excellent contribution to our Puerto Rican society.

Signature: (b)(6)

To the best of our knowledge and belief, all information in this application is true and correct. Those responsible for conducting the proposed activities are requisitely responsible and capable. The proposal has been duly authorized by all members of the partnership and all members will comply with their responsibility on the proposed project if funded.

ELIGIBLE PARTNERSHIPS APPLICATION (FISCAL YEAR 2016-2017)

1. PROJECT PRIORITY

X #1. High School Program for Migrants & Farmworkers

2. PARTNERSHIPS'S REPRESENTATIVE :

a. Name of institution of higher education: Sistema Universitario Ana G. Méndez, Inc. dba Universidad del Turabo
 b. Campus: Universidad del Turabo, Ponce

3. PARTNERSHIP'S CHIEF OFFICER:

a. Name: Dr. Dennis Alicea b. Position: Rector
 c. Mailing address: PO box 3030 Gurabo, P.R 00778-3030
 d. Phone number: (b)(6) number: 787-744-5394 f. E-mail: dalicear@suagm.edu
 g. Signature: _____

4. PROJECT TITLE: UT Learning STEM for Life Institute - HEP PONCE

5. NUMBER OF PARTICIPANTS:

30 (#) PARTICIPANTS

6. TOTAL CONTACT HOURS OF INSTRUCTION

(credit courses and workshops only)

1044 (#) Contact hours

7. TOTAL CREDITS OR UNITS:

135 (#) Academic Credits
21 (#) Continuing Education Units

8. PROJECT PERIOD :

a. Instructional phase: from: 2016 through : 2021

9. ENDORSEMENT OF REQUIRED ENTITIES IN A PARTNERSHIP:

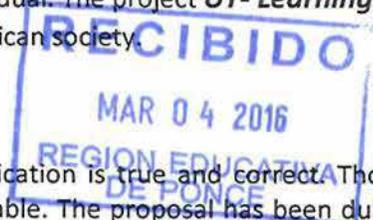
a. Puerto Rico Department of Education Endorsement

Name of PRDE Representative: José Antonio Colón Ortíz Position: Director- PRDE Ponce Region

Our Organization sustains its initiative to incorporate these young people and adults farm workers and migrants in a collaborative agreement as part of the integral development of our country Together we work to minimize illiteracy from its functional perspective and to prepare the adult for the work force in order to promote a better quality of life for him/her and their families.

The project ***UT- Learning STEM For Life Institute - HEP Ponce*** and PRDE will jointly work for the development and independence for individuals using referrals. The UT is committed to social and community purposes which simultaneously help to create an economic independence of each individual. The project ***UT- Learning STEM For Life Institute - HEP Ponce*** offers an excellent contribution to our Puerto Rican society.

Signature: _____



To the best of our knowledge and belief, all information in this application is true and correct. Those responsible for conducting the proposed activities are requisitely responsible and capable. The proposal has been duly authorized by all members of the partnership and all members will comply with their responsibility on the proposed project if funded.

ELIGIBLE PARTNERSHIPS APPLICATION (FISCAL YEAR 2016-2017)

1. PROJECT PRIORITY

X #1. High School Program for Migrants & Farmworkers

2. PARTNERSHIPS'S REPRESENTATIVE :

- a. Name of institution of higher education: Sistema Universitario Ana G. Méndez, Inc. dba Universidad del Turabo
- b. Campus: Universidad del Turabo, Ponce

3. PARTNERSHIP'S CHIEF OFFICER:

- a. Name: Dr. Dennis Alicea b. Position: Rector
- c. Mailing address: PO box 3030 Gurabo, P.R 00778-3030
- d. Phone number: 787-746-0717 e. Fax number: 787-744-5394 f. E-mail: dalicear@suagm.edu
- g. Signature: (b)(6)

4. PROJECT TITLE: UT Learning STEM for Life Institute - HEP PONCE

5. NUMBER OF PARTICIPANTS:

30 (#) PARTICIPANTS

6. TOTAL CONTACT HOURS OF INSTRUCTION

(credit courses and workshops only)

1044 (#) Contact hours

7. TOTAL CREDITS OR UNITS:

135 (#) Academic Credits
21 (#) Continuing Education Units

8. PROJECT PERIOD :

a. Instructional phase: from: 2016 through : 2021

9. ENDORSEMENT OF REQUIRED ENTITIES IN A PARTNERSHIP:

a. Educational Opportunity Center: Pontifical Catholic University of Puerto Rico

Name of Professional Counselor: Andrea Mercado

Our Organization sustains its initiative to incorporate these young people and adults farm workers and migrants in a collaborative agreement as part of the integral development of our country Together we work to minimize illiteracy from its functional perspective and to prepare the adult for the work force in order to promote a better quality of life for him/her and their families. The project ***UT- Learning STEM For Life Institute - HEP Ponce*** and EOC will jointly work for the development and independence for individuals using referrals. The UT is committed to social and community purposes which simultaneously help to create an economic independence of each individual. The project ***UT- Learning STEM For Life Institute - HEP Ponce*** offers an excellent contribution to our Puerto Rican society.

Signature (b)(6)

To the best of our knowledge and belief, all information in this application is true and correct. Those responsible for conducting the proposed activities are requisitely responsible and capable. The proposal has been duly authorized by all members of the partnership and all members will comply with their responsibility on the proposed project if funded.

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1. PROJECT PRIORITY

X #1. High School Program for Migrants & Farmworkers

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- a. Name of institution of higher education: Sistema Universitario Ana G. Méndez, Inc. dba Universidad del Turabo
- b. Campus: Universidad del Turabo, Ponce

3. PARTNERSHIP'S CHIEF OFFICER:

- a. Name: Dr. Dennis Alicea b. Position: Rector
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- d. Phone number: 787-746-0717 e. Fax number: 787-744-5394 f. E-mail: dalicear@suagm.edu
- g. Signature: _____ (b)(6)

4. PROJECT TITLE: UT Learning STEM for Life Institute - HEP Ponce

5. NUMBER OF PARTICIPANTS:

30 (#) PARTICIPANTS

6. TOTAL CONTACT HOURS OF INSTRUCTION

(credit courses and workshops only)
1044 #) Contact hours

7. TOTAL CREDITS OR UNITS:

135 (#) Academic Credits
21 (#) Continuing Education Units

8. PROJECT PERIOD :

a. Instructional phase: from: 2016 through : 2021

9. ENDORSEMENT OF REQUIRED ENTITIES IN A PARTNERSHIP:

a. Puerto Rico Department of Education Endorsement

PRDE Representative: **Wilson Albarrán** Position: **Administrative Auxiliary III of Adult Educational Program - PRDE Ponce Region**

Our Organization sustains its initiative to incorporate these young people and adults farm workers and migrants in a collaborative agreement as part of the integral development of our country Together we work to minimize illiteracy from its functional perspective and to prepare the adult for the work force in order to promote a better quality of life for him/her and their families.

The project **UT- Learning STEM For Life Institute - HEP Ponce** and **PRDE** will jointly work for the development and independence for individuals using referrals. The UT is committed to social and community purposes which simultaneously help to create an economic independence of each individual. The project **UT- Learning STEM For Life Institute - HEP Ponce** offers an excellent contribution to our Puerto Rican society.

Signatur _____ (b)(6)

To the best of our knowledge and belief, all information in this application is true and correct. Those responsible for conducting the proposed activities are requisitely responsible and capable. The proposal has been duly authorized by all

Bibliography

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DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Services
Division of Cost Allocation

26 Federal Plaza, Room 41-122
New York, New York 10278
Phone: (212) 264-2069
Fax: (212) 264-5478
Email: dcany@psc.gov

February 19, 2013

Mr. Alfonso Davila
Acting Vice President of Finance
Sistema Univ. Ana G. Mendez & Universidad del Turabo
Post Office Box 21345
San Juan, PR 00928-1345

Dear Mr. Davila:

A copy of an indirect cost Rate Agreement is being faxed to you for signature. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the Agreement signed by an authorized representative of your organization and returned to me by fax or email, retaining the copy for your files. Our fax number is (212) 264-5478 and email address is dcany@psc.gov. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal, together with the supporting information, is required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on actual costs for the fiscal year ending 07/31/2014, is due in our office by 01/31/2015.

Sincerely,

(b)(6)

Darryl W. Mayos
Director, Division of
Cost Allocation

•Phone: (212) 264-2069 •FAX: (212) 264-5478 •E-mail: dcany@psc.gov

ORIGINAL

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN: 1660201206A4

DATE: 02/19/2013

ORGANIZATION:

Sistema Univ. Ana G. Mendez &
Universidad del Turabo

Post Office Box 21345
San Juan, PR 00928-1345

FILING REF.: The preceding
agreement was dated
03/05/2010

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	08/01/2012	07/31/2015	77.00	On-Campus	All Programs
PRED.	08/01/2012	07/31/2015	42.00	Off-Campus	All Programs
PROV.	08/01/2015	Until Amended			Use same rates and conditions as those cited for fiscal year ending July 31, 2015.

*BASE

Direct salaries and wages including vacation, holiday, sick pay and other paid absences but excluding all other fringe benefits.

ORGANIZATION: Sistema Univ. Ana G. Mendez & Universidad del Turabo

AGREEMENT DATE: 2/19/2013

SECTION I: FRINGE BENEFIT RATES**

TYPE	FROM	TO	RATE(%)	LOCATION	APPLICABLE TO
PRED.	8/1/2012	7/31/2015	21.70	All	All Employees
PROV.	8/1/2015	Until amended	21.70	All	All Employees

** DESCRIPTION OF FRINGE BENEFITS RATE BASE:

Salaries and wages.

ORGANIZATION: Sistema Univ. Ana G. Mendez & Universidad del Turabo

AGREEMENT DATE: 2/19/2013

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

Fringe benefits applicable to direct salaries and wages are treated as direct costs.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

OFF-CAMPUS DEFINITION: For all activities performed in facilities not owned by the institution and to which rent is directly allocated to the project(s), the off-campus rate will apply. Grants or contracts will not be subject to more than one F&A cost rate. If more than 50% of a project is performed off-campus, the off-campus rate will apply to the entire project.

Equipment means an article of nonexpendable, tangible personal property having a useful life of more than one year, and an acquisition cost of \$1,000 or more per unit as of 08/01/08.

The fringe benefit costs listed below are reimbursed to the grants through the fringe benefit rate:

- Retirement Annuities
- Social Security Taxes
- Disability Insurance
- Group Life Insurance
- Unemployment Insurance
- Tuition Remission (Employees only)
- Union Welfare and Pension
- Health Insurance
- Worker's Compensation Insurance

ORGANIZATION: Sistema Univ. Ana G. Mendez & Universidad del Turabo

AGREEMENT DATE: 2/19/2013

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognate agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

Sistema Univ. Ana G. Mendez & Universidad del Turabo

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(b)(6)

Alfonso L. Davila
(NAME)

Darryl N. Mayo
(NAME)

VP for Financial Affairs
(TITLE)

Regional Director, Division of Cost Allocation
(TITLE)

2/20/2013
(DATE)

2/19/2013
(DATE) 0459

THE REPRESENTATIVE: Jeffrey Warren

Telephone: (212) 264-2069

Budget Narrative File(s)

* **Mandatory Budget Narrative Filename:**

To add more Budget Narrative attachments, please use the attachment buttons below.

Budget Narrative

a. Personnel

Salaries at UT are subject to a 4% annual increase according to Institutional policy (if recommended by the SUAGM, Inc. administration). This increase is projected in years 2 – 5.

Personnel Salaries	Year				
	1	2	3	4	5
Project Director – Jeanne D. López	\$38,250	\$39,780	\$41,371	\$43,026	\$44,747
Project Counselor – Sheila M. Baez	\$26,664	\$27,731	\$28,840	\$29,994	\$31,194
Administrative Services Coordinator – Maraliz Gonzalez	\$25,500	\$26,520	\$27,581	\$28,684	\$29,831
Orientation Officer - to be recruited	\$19,200	\$19,968	\$20,767	\$21,597	\$22,461
Sub-Total Personnel Salaries	\$109,614	\$113,999	\$118,559	\$123,301	\$128,233

- Project Director (PD) – Jeanne D. López.** PD will dedicate 100% effort to the project in this role. PD Jeanne D. López initial monthly base salary is \$3,187.50/month x 100% x 12 months. The PD oversees implementation of UT Learning STEM for Life Institute-HEP.
- Project Counselor – Sheila M. Báez.** She will provide direct support service to individual students, small groups, and classrooms. Mrs. Báez is responsible, for completing satisfaction surveys, needs surveys, assessments, referrals, and counseling with students and families. She will be the liaison with other professional staff and outside agencies such as our project partners and other organizations or community partnerships. Plans field and home visits and assessments when needed. Provide direct service to students in the classroom at least once per week. In charge of complete reports as required by Federal, State and local agencies. Conduct professional development workshop on identifying at-risk students. Project counselor is also responsible to interview students and families. Make oral presentations of assessments,

diagnostics, home visits, and observations. PC Sheila M. Báez initial monthly base salary is \$2,222/month x 100% x 12 months.

- **Administrative Services Coordinator – Maraliz González.** She will be the liaison between the Project Director, students, faculty members and teachers, coordinate all aspects of the logistics for all project activities and events (facilities, equipment, materials, human resources, coordinate the management and purchase of materials need for each activity for mentors and/or tutors, among others), provide follow-up to participants, invited guests and resources that will participate in activities and events, and provide support to the Project Director as needed, among other tasks. Her initial monthly base salary is \$2,125/month x 100% x 12 months.
- **Orientation Officer - to be recruited.** He/She will provide direct support service to students. He/She is responsible, for students' orientation base on their needs, doing referrals to the counselor in order to provide assistance to students and their families. He/She will be in charge of managing the digital file of the participants and collect the important data requires to keep up dated the participant information and student file. He/She will be the liaison between the students and the counselor. Completes, home visits and assessments when needed. In charge of complete reports as required by the Project Director. Assist the counselor in conducting professional development workshop on identifying at-risk students. Orientation Officer initial monthly base salary is \$1,600/month x 100% x 12 months.

b. Fringe Benefits

Fringe Benefits (FB) are calculated at 21.7% of salaries as per UT/SUAGM policy and current F&A Rate Agreement with USDHHS (Federal Cognizant Agency). These cover among other expenses: social security, state workmen insurance fund, health insurance, unemployment benefits, and vacation/sick leaves, among others.

Fringe Benefits	Year				
	1	2	3	4	5
Personnel Salaries	\$109,614	\$113,999	\$118,559	\$123,301	\$128,233
Multiplied by 21.7%	\$23,787	\$24,737	\$25,728	\$26,757	\$27,827
Sub-Total Fringe Benefits	\$23,787	\$24,737	\$25,728	\$26,757	\$27,827

c. Local Travel

Estimated domestic travel expenses are budgeted at \$3,000/year. This will provide funds so that the Project Director, Project Counselor or Orientation Officer can attend the special needs of the participants by visiting them at outside their classroom. This will cover gas (\$.60/mile) and meal (Breakfast \$6, lunch \$8 and dinner \$10) according to our institutional policy. Also, this will provide funds so that the Project Director can attend the Project Director’s meeting in Washington, DC each year of the Project. This will cover economy round trip airfare, accommodations, and per diem (\$100/day in accordance with UT/SUAGM policy) or as applicable according to Federal travel rates found at: <https://www.defensetravel.dod.mil/site/perdiemCalc.cfm>.

Travel	Year				
	1	2	3	4	5
Domestic - Project Director's Meeting	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Sub-Total Travel	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000

d. Equipment: None requested

e. Supplies

- Office Supplies:** These are budgeted at \$3,000/year and include normal office perishable supplies such as paper, pens, and printer ink, among others.
- Students Textbooks and Handbooks:** Course textbooks will be purchased as reference materials for professors teaching selected courses and will also be purchased and available at the UT Library. Also, this section includes the cost of the College Board Review manuals

and Vocational Dynamic Agriculture handbooks that addressed the mastering of basic skills of agricultural sciences using technology. These are budgeted at \$10,000/year.

Supplies	Year				
	1	2	3	4	5
Office	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Textbooks/Handbooks and Manuals	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Sub-Total Supplies	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000

f. Contractual: None requested.

g. Construction: None requested.

h. Other Expenses

1. **Printing** - \$2,000 /year is budgeted to cover expenses necessary for printing of materials to be used in class or for project dissemination purposes.
2. **Tablets** – each student will be issued a tablet/computer combo to facilitate instruction throughout training. Tablets will be acquired each project year according to the number of incoming students set at 30/year. Tablets are estimated at \$500/each x 30 = \$15,000/year.
3. **Space Rent** - Two classrooms units will be rented for \$2,100/month equal to \$25,200/year.
4. **Student stipend** – To help the student retention, each student will receive monthly a stipend of \$100 for perfect attendance for a total of \$36,000/year.
5. **Student PEAU Exam** – The project will make every effort to assure project students to enter into post-secondary institutions and complete the requirement for the admission process. To support this goal, trainees will be subject to participation in Puerto Rico to “Prueba de Evaluación y Admisión Universitaria” (PEAU) for college admission. In order to guarantee their completion of this requirement, the cost and process fee is \$50/person for a total of \$1,500/year.

6. **Project Evaluator** – An external evaluator will be responsible for the process and product evaluation of the program for a fee of \$4,500/year.

Other Expenses	Year				
	1	2	3	4	5
Printing	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Tablets for Trainees @ \$500/tablet (costs includes applicable taxes and fees)	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Space rent	\$25,200	\$25,200	\$25,200	\$25,200	\$25,200
Student stipend	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000
PEAU Exam fee	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Project Evaluator	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
Sub-Total Other Expenses	\$84,200	\$84,200	\$84,200	\$84,200	\$84,200

i. Total Direct Costs

Total Direct Costs	Year				
	1	2	3	4	5
	\$233,601	\$238,936	\$244,487	\$250,258	\$256,260

j. Students/Participant Costs

Participant support in the form of tuition during the regular academic year consisting of three trimesters for the academic component and one trimester for the College Board Review and vocational component in continuing education fees will be issued to all project participants in accordance with the following:

Components	Cost per participant	Participant cost per year (30 participants/year)				
		1	2	3	4	5
UT Learning STEM 31.5 credits/yr x \$181/cr	\$5,702	\$171,045	\$171,045	\$171,045	\$171,045	\$171,045
College Board Review	\$135	\$4,050	\$4,050	\$4,050	\$4,050	\$4,050

(standard rate)						
Vocational Dynamic Agriculture Workshop (3 credits x \$181/cr)	\$543	\$4,050	\$16,290	\$16,290	\$16,290	\$16,290
Total	\$6,380	\$191,400	\$191,400	\$191,400	\$191,400	\$191,400

k. Indirect Costs

The Indirect Cost Rate applied to this project is the USDE required 8% of modified direct costs for training programs (Direct Costs less Equipment and Trainee/Participant Expenses). Universidad del Turabo has a negotiated rate with U.S. Department of Health and Human Services at 77% of salaries and wages. The lesser 8% has been applied to this project.

	Year				
	1	2	3	4	5
F & A at 8% MDC	\$18,688	\$19,115	\$19,559	\$20,021	\$20,501

k. Total Costs

	YEAR				
	1	2	3	4	5
Request from Sponsor	\$443,689	\$449,451	\$455,446	\$461,679	\$468,161

U.S. DEPARTMENT OF EDUCATION
SUPPLEMENTAL INFORMATION
FOR THE SF-424

OMB Number: 1894-0007
Expiration Date: 08/31/2017

1. Project Director:

Prefix:	First Name:	Middle Name:	Last Name:	Suffix:
<input type="text"/>	Jeanne	D.	Lopez	<input type="text"/>

Address:

Street1:	State Road 14 Km 3.4
Street2:	Bo. Machuelo
City:	Ponce
County:	<input type="text"/>
State:	PR: Puerto Rico
Zip Code:	00717
Country:	USA: UNITED STATES

Phone Number (give area code)	Fax Number (give area code)
<input type="text" value="787-812-5001 Ext. 1062"/>	<input type="text" value="787-744-5394"/>

Email Address:

2. Novice Applicant:

Are you a novice applicant as defined in the regulations in 34 CFR 75.225 (and included in the definitions page in the attached instructions)?

Yes No Not applicable to this program

3. Human Subjects Research:

a. Are any research activities involving human subjects planned at any time during the proposed Project Period?

Yes No

b. Are ALL the research activities proposed designated to be exempt from the regulations?

Yes Provide Exemption(s) #: 1 2 3 4 5 6

No Provide Assurance #, if available:

c. If applicable, please attach your "Exempt Research" or "Nonexempt Research" narrative to this form as indicated in the definitions page in the attached instructions.

<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
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**U.S. DEPARTMENT OF EDUCATION
BUDGET INFORMATION
NON-CONSTRUCTION PROGRAMS**

OMB Number: 1894-0008
Expiration Date: 06/30/2017

Name of Institution/Organization

SUAGM, Inc. dba Universidad del Turabo

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

**SECTION A - BUDGET SUMMARY
U.S. DEPARTMENT OF EDUCATION FUNDS**

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	109,614.00	113,999.00	118,559.00	123,301.00	128,233.00	593,706.00
2. Fringe Benefits	23,787.00	24,737.00	25,728.00	26,757.00	27,827.00	128,836.00
3. Travel	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	15,000.00
4. Equipment	0.00	0.00	0.00	0.00	0.00	0.00
5. Supplies	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	65,000.00
6. Contractual	0.00	0.00	0.00	0.00	0.00	0.00
7. Construction	0.00	0.00	0.00	0.00	0.00	0.00
8. Other	84,200.00	84,200.00	84,200.00	84,200.00	84,200.00	421,000.00
9. Total Direct Costs (lines 1-8)	233,601.00	238,936.00	244,487.00	250,258.00	256,260.00	1,223,542.00
10. Indirect Costs*	18,688.00	19,115.00	19,559.00	20,021.00	20,501.00	97,884.00
11. Training Stipends	191,400.00	8.00	191,400.00	191,400.00	191,400.00	765,608.00
12. Total Costs (lines 9-11)	443,689.00	258,059.00	455,446.00	461,679.00	468,161.00	2,087,034.00

***Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? Yes No

(2) If yes, please provide the following information:

Period Covered by the Indirect Cost Rate Agreement: From: 08/01/2012 To: 07/31/2015 (mm/dd/yyyy)

Approving Federal agency: ED Other (please specify): US Department of Health and Human Services

The Indirect Cost Rate is 77.00%.

(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC? Yes No If yes, you must comply with the requirements of 2 CFR § 200.414(f).

(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages? Yes No If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.

(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:

Is included in your approved Indirect Cost Rate Agreement? Or, Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is %.

PR/Award # S141A160029

Name of Institution/Organization SUAGM, Inc. dba Universidad del Turabo	Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.	
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**SECTION B - BUDGET SUMMARY
NON-FEDERAL FUNDS**

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	0.00	0.00	0.00	0.00	0.00	0.00
2. Fringe Benefits	0.00	0.00	0.00	0.00	0.00	0.00
3. Travel	0.00	0.00	0.00	0.00	0.00	0.00
4. Equipment	0.00	0.00	0.00	0.00	0.00	0.00
5. Supplies	0.00	0.00	0.00	0.00	0.00	0.00
6. Contractual	0.00	0.00	0.00	0.00	0.00	0.00
7. Construction	0.00	0.00	0.00	0.00	0.00	0.00
8. Other	0.00	0.00	0.00	0.00	0.00	0.00
9. Total Direct Costs (lines 1-8)	0.00	0.00	0.00	0.00	0.00	0.00
10. Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
11. Training Stipends	0.00	0.00	0.00	0.00	0.00	0.00
12. Total Costs (lines 9-11)	0.00	0.00	0.00	0.00	0.00	0.00

SECTION C - BUDGET NARRATIVE (see instructions)

ED 524