

newventurefund

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September 19, 2018

Tammy Vonderheide
Kentucky Educational Development Corporation
904 W Rose Rd
Ashland, KY, 41102

RE: Grant No: NVF-ECET-Kentucky Educational De-GA007600- 2018-08-10

Dear Ms. Vonderheide:

The New Venture Fund is pleased to inform you that it has approved a grant to your organization in the amount of \$26,600.00 through our ECET2 Project. This grant is for the Grant Period June 29, 2018—June 30, 2019 and is subject to the terms and conditions contained in the enclosed Grant Agreement.

On behalf of the New Venture Fund, I would like to congratulate your organization on its valuable work and wish you great success in this endeavor.

Sincerely,



Lee Bodner
President

Enclosure

ECET2
Deaf Ed Central

(Heidi Givens)
March 2019

INSTRUCTIONS:

1. Please review and sign this form.
2. Return electronically to Jennifer Lambert at jennifer.lambert@arabellaadvisors.com

NEW VENTURE FUND SUBGRANT AGREEMENT

GRANT NUMBER: NVF-ECET–Kentucky Educational De-GA007600-2018-08-10

DATED: June 29, 2018

The New Venture Fund (“NVF”) and Kentucky Educational Development Corporation (the “Organization”) hereby agree as follows:

- I. **Tax Status.** Organization represents that it is a tax-exempt organization described in Section 501(c)(3) of the Internal Revenue Code and that it is not a "private foundation" as defined in Code Section 509(a). Organization shall notify NVF immediately of any anticipated or actual changes in its tax-exempt status.
- II. **Grant Term.** This Grant Agreement (the “Agreement”) shall be effective as of June 29, 2018 (the “Effective Date”), and shall continue through completion, no later than June 30, 2019 (the “Grant Period”).
- III. **Payment Terms.** NVF grants the Organization \$26,600.00 (the “Grant”) to be paid in one lump sum within 30 days of execution of this Agreement.

Grant funds must be fully expended during the Grant Period. All contracts and subgrants funded using Grant funds must be completed by the end of the Grant Period.

- IV. **Grant Purpose.** The Grant may be used only for the following charitable, scientific, literary, religious or educational purposes: to fund the Organization’s ECET2 DeafEd Central project (the “Project”), as described in the proposal that the Organization provided to NVF dated June 29, 2018, and attached hereto as Exhibit A.
- V. **Lobbying and Voter Registration.** So that NVF may comply with United States tax laws and maintain its status as a tax-exempt public charity under section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), it is understood that the Organization agrees to the following:
 - A. Not to use any funds from this Grant for lobbying activities, as described in Section 501(c)(3) of the Code.
 - B. Not to use any funds from this Grant to intervene in any election, to support or oppose any political party or candidate for public office.
 - C. To familiarize yourself with the federal, state, local and foreign rules and regulations applicable to nonprofit organizations, including but not to, (1) lobbying rules under the Code

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and the Lobbying Disclosure Act (“LDA”), (2) Federal Election Commission (“FEC”) rules, including those regarding “electioneering” communications, (3) rules governing political activities, (4) ethics rules applicable to interactions with Members of Congress and Executive Branch officials, and (5) any equivalent rules and regulations applicable to activities conducted in any state, local or foreign jurisdiction, and to obtain training as necessary. Basic lobbying compliance information is provided in Exhibit C. Please consult with legal counsel to determine how these rules and regulations apply to your Organization.

D. Not to use any funds to carry on, directly or indirectly, a voter registration drive.

VI. **Unspent Funds.** The Organization will return to NVF any portion of the Grant not expended or committed to be expended for the Project by the Grant Period end date. To request a no-cost extension of the grant term, the Organization must provide a written request, including reason and new requested end date, to NVF before the end date of the Grant Period. The Organization must receive an amendment to the Grant to expend funds beyond the Grant Period.

VII. **Reporting Requirements.**

A. The Organization shall provide NVF with a final report that is due to NVF on or before July 30, 2019.

The full report must include the following certification:

All Kentucky Educational Development Corporation activities were and are consistent with charitable purposes under Sections 501(c)(3) and 509(a)(1), (2) or (3) of the Internal Revenue Code. If Kentucky Educational Development Corporation conducted any lobbying activity (whether discussed in this report or not), Kentucky Educational Development Corporation complied with the applicable limits of Internal Revenue Code Sections 501(c)(3) and/or 501(h) and 4911. Kentucky Educational Development Corporation warrants that it is in full compliance with its Grant Agreement with the New Venture Fund, dated June 29, 2018, and that, if the Grant was subject to any restrictions, Kentucky Educational Development Corporation observed all such restrictions.

B. The Organization shall prepare the reports in accordance with the reporting guidelines attached hereto as Exhibit B.

VIII. **Interest.** The Organization is encouraged to use all interest earned on Grant funds to further the Project; however, a formal accounting of such income is not required.

IX. **Records.** Organization shall (i) maintain complete and accurate separate accounting for the Grant, detailing receipts and expenditures made under the Grant, and (ii) retain these records during the Grant Period and for at least four (4) years after receipt and acceptance of the final report. During this time, Organization shall make such records available to NVF (or its designated representatives) for inspection or audit at NVF’s expense and on reasonable notice to Organization.

- X. **Monitoring and Evaluation.** NVF may, at its expense and on reasonable notice to Organization, monitor and evaluate operations under this Grant. Such monitoring and evaluation may include on-site visits and/or discussions with Organization's personnel.
- XI. **Publicity.** NVF shall include information regarding the Grant in its periodic public reports, and may include such information in press releases or other publicly available materials.
- XII. **Additional Requirements.** Additionally, the Organization agrees:
- A. To comply with all applicable laws or regulations in any jurisdiction in which it conducts activities.
 - B. To cooperate with NVF in supplying any additional information or complying with any procedures that any governmental agency might require for NVF to establish that it has observed all requirements of the law with respect to this Grant.
 - C. To notify NVF immediately of any anticipated or actual changes in the president, executive director or other key personnel identified in the Grant proposal, award letter or this Grant Agreement, or of any anticipated or actual merger, consolidation, sale or transfer of all or substantially all of the Organization's assets. The Organization acknowledges that these changes may trigger NVF's review and reassessment of the Organization's ability to meet the purposes of the Grant. Such review may lead to additional grant provisions or other limitations for unexpended funds.
 - D. Not to use NVF's name in any report or other document prepared for distribution outside of the Organization, either in printed or electronic form, with the exception of listing NVF along with other donors in an annual report or Grant application.
 - E. Not to disclose the name of or any information concerning the funder of any NVF project without the explicit written consent of both the relevant funder and NVF.
 - F. To make any data, research, knowledge and other information developed with these Grant funds freely available to NVF. Organization hereby grants to NVF a perpetual, worldwide right and license to use, publish, distribute, reproduce, copy and modify any intellectual property developed with the Grant funds for non-commercial purposes. At NVF's request, the Organization agrees to execute all necessary or appropriate documents and take all other reasonable steps to document or formalize such rights in these materials.
 - G. To use any revenue realized by the Organization from sales or licenses of the intellectual property created or developed with the Grant funds exclusively for the Project or for educational and charitable purposes, and to ensure that such revenue does not inure to the personal benefit of individual(s) or noncharitable entities.
 - H. Not to regrant any of the Grant funds without NVF's explicit prior approval.
- XIII. **International Representations and Warranties.** The Organization hereby represents and warrants that Grant funds will be used in compliance with all applicable anti-terrorist financing and asset control laws, regulations, rules and executive orders, including, but not limited to, the USA Patriot Act of 2001, as amended. The Organization agrees that it is not, and does not employ or associate with, and is not owned, controlled by, or acting for or on behalf of, and that it will take all reasonable steps to ensure that no person or entity expected to receive funds in connection with this Grant is, (1) a "suspected terrorist" as defined in Executive Order 13224; (2) a person that is on the Specially Designated Nationals List maintained by the Treasury Department's Office of Foreign Assets Control; or (3) a person with whom NVF is prohibited

from doing business with under any anti-terrorism laws of the United States. The Organization will use reasonable efforts to ensure that it does not support or promote in any way violence, terrorist activity or related training, or money laundering. The Organization represents that none of the activities financed by this Grant violate U.S. laws that prohibit corrupt payments to foreign officials for the purpose of obtaining or keeping business, and acknowledges that the NVF has not authorized any activity that would constitute such corrupt payments. The Organization will use reasonable efforts to ensure that Grant funds are not used to make corrupt payments to foreign officials for the purpose of obtaining or keeping business.

XIV. Right to Modify or Discontinue Funding.

- A. NVF reserves the right to discontinue funding of the Grant and terminate this Agreement at any time if NVF determines, in its sole discretion, that: (i) it is not satisfied with the progress of the Grant or the content of any written report, (ii) Grant funds are not being used by Organization in an effective and efficient manner to further the Grant's purpose, (iii) there is any anticipated or actual changes in the president, executive director or other key personnel, or (iv) Organization has otherwise failed to comply with the terms of this Agreement.
- B. In the event that NVF makes any such determination, NVF shall have the right to (i) discontinue any further payments to Organization and/or (ii) direct Organization to repay to NVF any Grant funds not used in accordance with this Agreement. NVF reserves the right to discontinue, modify, or withhold any payments due under this Grant, or to modify the terms of this Agreement, to comply with any law or regulation applicable to this Grant or to protect and maintain NVF's tax-exempt status under Section 501(c)(3) of the Code.

XV. Budget Revisions. Organization must submit a request for a revision to the Project budget under the following conditions:

- A. For grants of less than three hundred thousand dollars (\$300,000), Organization must seek prior written approval from NVF for (i) any Project budget revision that involves moving funds to a previously unfunded line item, or (ii) any Project budget revision that results in a variance of twenty-five percent (25%) or more of any line item.
- B. For grants of three hundred thousand dollars (\$300,000) or more, Organization must seek prior written approval from NVF for (i) any Project budget revision that involves moving funds to a previously unfunded line item, or (ii) any Project budget revision that results in a variance of ten percent (10%) or more of any line item.
- C. Budget Revision requests should detail the original Project budget, requested new budget and variance with explanation.

XVI. Release and Indemnity. To the fullest extent permitted by law, Organization shall release, indemnify, defend and hold harmless NVF and its directors, officers, trustees, employees, representatives and agents from and against any and all claims, demands, suits, damages, liabilities, injuries (personal or bodily), property damage, causes of action, losses, judgments, costs, expenses and penalties, including, without limitation, court costs and attorney's fees, arising out of (directly or indirectly) or related in any way to the negligent or wrongful acts or omissions of Organization or any Organization director, officer, employee or agent in connection with this Grant or the Project, except to the extent resulting from the negligent or wrongful acts or omissions of NVF.

- XVII. **Human Subject Research.** If the Grant is to be used in whole or in part for research involving human subjects, you hereby certify that you will conduct the research in compliance with the ethical standards and the criteria for approval and conduct of research set forth in United States Department of Health and Human Services policy for the protection of human research subjects (45 C.F.R. Part 46 and related guidance, as amended from time to time) and all other federal and state laws applicable to the research project. Such requirements may include, but are not limited to, obtaining and maintaining institutional review board (IRB) approval and obtaining informed consent of participating research subjects.
- XVIII. **No Waiver.** Failure by either party to require the other party's performance under any provision of this Agreement shall in no way affect such party's right to require full performance under that or any other provision at any time thereafter. In addition, a party's waiver of a breach of any provision of this Agreement shall not constitute a waiver of any succeeding breach of the same or any other provision, or constitute a waiver of the provision itself.
- XIX. **Entire Agreement.** This Agreement (a) constitutes the entire understanding of NVF and the Organization with respect to the subject matter herein, and supersedes all prior agreements and understandings, whether oral or written; (b) is made exclusively with the Organization and may not be transferred or assigned to any other organization or person without NVF's prior written approval; and (c) may be amended or modified only by a mutual written agreement between the parties.
- XX. **Notices.** All notices and other communications under this Agreement shall be in writing, and shall be deemed duly given (a) on the date sent by e-mail if sent during normal business hours of the recipient during a business day, and on the next business day if sent after normal business hours of the recipient, (b) if sent via a nationally recognized overnight courier service (delivery receipt requested), with charges paid by the mailing party, on the later of (i) the first business day following the date of dispatch, or (ii) the scheduled date of delivery by such service, or (c) on the fifth business day following the date of mailing, if mailed by registered or certified mail, return receipt requested, postage prepaid to the party receiving the notice or communication.

All notices and other communications shall be sent to the following addresses, or such other addresses as the parties may designate from time to time by notice in accordance with this Section XX:

To New Venture Fund:
Jennifer Lambert
jennifer.lambert@arabellaadvisors.com
1201 Connecticut Ave. NW, Suite 300
Washington, D.C. 20036

To Kentucky Educational Development Corporation:
Heidi Givens
heidigasl@gmail.com
904 W Rose Rd
Ashland, KY

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XXI. **Governing Law.** This Agreement shall be deemed to be made under, and in all respects shall be interpreted under and governed by, the laws of the District of Columbia.

[Remainder of Page Intentionally Left Blank; Signature Page to Follow]

Agreed to and accepted on behalf of Kentucky Educational Development Corporation:

Tammy D. Vanderheide
Signature

9/21/18
Date

Name: Title:

Tammy Vanderheide CFO

Agreed to and accepted on behalf of the New Venture Fund:

Signature

Date

Name: Title:

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EXHIBIT A- PROPOSAL AND BUDGET

GENERAL INFORMATION

Organization	Kentucky Educational Development Corporation	Start Date	June 29, 2018
Primary Contact	Heidi Givens	End Date	June 30, 2019
Primary Contact Title	teacher of the deaf and hard of hearing	Requested Amount	\$40,000.00
Primary Contact Email	heidigasl@gmail.com	Direct Lobbying Amount	0
Signatory Contact	Tammy Vonderheide	Grassroots Lobbying Amount	0

Proposal Title
ECET2 DeafEd Central

Purpose
ECET2 DeafEd Central will bring the ECET2 movement to 150 educators of the deaf and hard of hearing in Kentucky, Indiana, Ohio, and Tennessee. This event will be held March 1-2, 2019 in Lexington, KY. Educators within a 4 hour radius of Lexington from the 4 previously mentioned states will be invited to attend.

APPLICATION QUESTIONS

ECET2 DeafEd Central Grant Application

1. Regional need

Teachers of the Deaf and Hard of Hearing (DHH) face some significant challenges. Many DHH children enter school with little to no language, yet educators are expected to teach them using the same grade level Common Core Standards as hearing children their age. This language delay and deprivation of DHH children has an adverse impact on the teacher's classroom time. Not only do they need to teach the grade level curriculum, they have to monitor Individualized Education Plan goals and do whatever they can to catch up the students' language to be age appropriate.

It is very common for students to arrive at the state schools for the deaf after 'failing' in their home district. These children often are years behind in language and literacy. Some also have mental health issues after being socially isolated from peers and family members for so long.

Additionally, an increasing number of DHH students are being educated in their home schools instead of attending a state school for the Deaf or a specialized program. This results in many teachers working in isolation as the only DHH teacher in their school or even district. There are not enough opportunities for DHH teachers to come together to engage in conversations or share resources surrounding educating DHH students. Even though the state organizations have annual conferences for Deaf education, only a small percentage of DHH teachers attend due to budget constraints or the long distance from the conference.

ECET2 DeafEd Central will address these challenges by providing breakout sessions by teachers that focus on the unique needs of the students we serve and the dynamics of our profession. ECET2 DeafEd Central will also create conversations through colleague circles that allow educators to choose a problem of practice to discuss, applying their own context to brainstorm for possible solutions/alleviations to these issues. Networking with other teachers provides opportunities to discuss and work through challenges facing DHH Teachers.

A major focus of this convening will be to eliminate the isolation that DHH teachers experience and strengthen their capacity to be leaders. Opportunities will be offered for participants to engage in reflective dialogue surrounding pedagogy as it relates to student learning, share resources, and to develop a professional learning network that will continue beyond the convening. The additional of a virtual convening after ECET2 DeafEd Central will give additional opportunities for participants to connect, collaborate and learn from each other.

2. Intended audience

The convening will host 150 teachers of the deaf and hard of hearing from across Kentucky, Indiana, Ohio, and Tennessee, all within a four hour radius of Lexington, KY. Additionally, there will be an intentional recruitment of approximately 10 administrators from the schools for the deaf or public school administrators who supervise deaf education programs that we hope will continue the ECET2 momentum back in their schools or districts.

Because this is the first ECET2 with a focus on Deaf Education in this region, a vast majority of attendees will be new to ECET2. There may be a few who have attended a regular ECET2 convening in their state; however, we anticipate that ECET2 will be new to most attendees.

Due to our geographic region, ECET2 DeafEd Central will have the unique opportunity to invite teachers from 4 state schools for the Deaf: Kentucky, Tennessee, Indiana, and Ohio. Having a teacher from each state school on the planning committee will make recruiting from those schools and their respective states much easier. Each state school will be allowed to send at least 5 teachers and one administrator to the convening. Other participants will come from public school settings.

3. Convening goals

The goals of ECET2 DeafEd Central convening will be to:

1. Eliminate teacher isolation by:
 - a. removing barriers of geographic distance and educational setting to create professional networks;
 - b. developing collaborative partners in sharing best practice; and
 - c. elevating the profession and teacher leadership capacities.
2. Empower teachers to:
 - a. own their professional knowledge and share that knowledge with others within their local areas and beyond;
 - b. bring back what they learned to their educational settings;
 - c. engage in social media

Through our convening theme of “Excellence in Deaf Education,” we want all the attendees to leave the convening feeling empowered and connected, acknowledging that they individually and collectively have a voice to advocate for improvement to Deaf education.

In today’s technology-based classrooms, teachers of students who can hear have access to a plethora of resources for classroom instruction and professional learning. With just a few clicks, teachers can find a reading passage to reinforce a specific concept or search for a video on how to teach a particular strategy. Additionally, many schools today have established professional learning communities where teachers discuss data-driven research-based practices and collaborate on effective teaching and learning.

It is well-known that DHH students are not just students who cannot hear. The pathways with which DHH students’ brains receive information are different, leading to the need for different instructional approaches that tap into the DHH students strengths and abilities. Curricula are usually targeted to the hearing population, and DHH teachers have to navigate through each curriculum to make sure our students have access to content through bilingual strategies (American Sign Language and English). Unfortunately there is inequity in the number of resources and videos designed specifically for teaching DHH students. One cannot just Google “how to teach helping verbs to Deaf children” and expect to find a video. Additionally, teachers who are Deaf themselves have a lack of access to most teaching videos because they are not closed-captioned, serving as another barrier.

The current Common Core Standards, while beneficial for hearing students, do not reflect our Deaf students’ abilities or needs. They make assumptions about students’ prior knowledge before even entering school. Educators must come together to share educational practices that they have implemented and found successful in closing the achievement gap with DHH students and have increased the level of equity in Deaf education.

DHH teachers from around the region, including the 4 state schools for the deaf, are creating resources designed specifically for DHH students. We need to pluck them out of their classrooms, celebrate their work, and give them an opportunity to engage with other teachers and programs in the region. ECET2 DeafEd Central will provide a unique opportunity for classroom, resource, and itinerant teachers of the Deaf and Hard of Hearing. Selected teachers who exemplify excellence and leadership in Deaf education will be invited to attend this rewarding and celebratory professional learning experience. These teachers will have an immediate connection because they all teach DHH students; however, they will come from diverse backgrounds just as those attendees at any other ECET2. Participants will be from different parts of the states; teach in various grade levels; have expertise in diverse subject areas; and use different languages and communication modalities with their students.

With this convening, DHH teachers will come together to have an open dialogue on best practices, expectations and evaluations of DHH students' language and learning outcomes. We have to eliminate isolation amongst this group of teachers in order to elevate the entire profession, which ultimately leads to high academic achievement in our students. We also need to cultivate a community where DHH teachers will have the potential to be the next leaders.

We will develop a collaborative atmosphere through reflective dialogue during colleague circles. Breakout sessions will provide shareable resources, strong pedagogical practices, innovative technologies and leadership opportunities available for our attendees. We will strengthen existing professional networks and create new ones through Twitter, FaceBook and other social media platforms. We will include sessions regarding networking, and elevating teacher voice. We will inform teachers on how they can take what they have learned about the ECET2 principles back to their schools.

4. Alignment with district- and school-level plans

ECET2 DeafEd Central will serve as a catalyst to further promote rigor and balance in the instructional practices at our schools for the deaf and mainstream classrooms in the public schools. Our convening will also provide the skill sets teachers need to more effectively interact with their peers as well as building and district leaders to help engage them in positive, solutions oriented conversations.

When putting the planning team together, each state school for the deaf superintendent or principal was contacted to recommend a teacher to be on the team. By engaging with them early in the planning process, there is already buy-in from each state school administration. The continuous work of ECET2 DeafEd Central before, during and after the convening will help continue to build a culture of collaboration across districts and schools across our region.

5. Proposed agenda

Our list of possible Cultivating a Calling Keynote speakers include leaders in Deaf education who are themselves Deaf. Since our profession is dedicated to all DHH children, it is crucial that we hear the stories of Deaf adults who chose to enter the teaching profession to educate future generations of Deaf community members. Topics will focus on equity in education and would include ending language deprivation, advocacy and social justice.

Our DHH Teacher-led breakout sessions will encompass three themes: teacher leadership, effective collaboration, and instructional practice. Topic ideas include:

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- Teachers Leading: The Skills Needed to Effect Change in Today's Schools
- How I Lead: The Impact of my Role in Education
- Leadership: The Good, The Bad, and the Ugly
- IEP's, Common Core, School mandated tests- how do they drive your instruction?
- Strategies to Support Student Motivation and Engagement in the Classroom
- Shifting Paradigms, Pedagogy, and Practice: Trauma Informed, Culturally Responsive and Disability Positive Teaching Changes Everything
- Science and Engineering Practices in the Life Sciences
- Changing School Culture: The Power of PLCs
- Teachers as Advocates and Allies
- English, The Most Feared Subject: Strategies to Use
- Flipped Classroom
- Standards Based Grading

Friday 6:00 pm - 10:00 pm	
6:00 - 6:30	Registration and social
6:30 - 6:45	Welcome
6:45 - 7:00	Cultivating a Calling 1
7:00 - 7:45	Colleague Circle 1 - define Problem of Practice
7:45 - 8:00	Student Performance
8:00 - 10:00	Evening reception
Saturday 7:30 am - 5:00 pm	
7:30-8:30	Breakfast-and registration
8:30 – 8:35	Welcome
8:35 – 8:40	Introduction
8:40 – 9:00	Cultivating a Calling 2
9:00 - 10:00	Colleague Circle 2 - Problem of Practice
10:00 - 10:15	Break - snack
10:15 - 11:15	Breakout Session 1-Teacher Leadership
11:20 - 12:20	Breakout Session 2- effective collaboration
12:20 - 1:15	Lunch
1:15 - 1:30	Student Performance
1:30-1:45	Cultivating a Calling 3
2:00-3:00	Colleague Circle 3 - Next Steps

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3:00 - 3:15	Break - snack
3:15 - 4:15	Breakout Session 3-Teaching Strategies
4:25 - 4:35	Cultivating a Calling 4
4:35 - 5:00	Postcard/Slideshow/Farewell/Next Steps

6. Post-convening momentum

Our presenters will be tasked with making shareable copies of all resources that they will add to a Google folder with their name and information. Attendees will have access to all folders before our convening by way of a link included on our convening website. Presenter information will be added to their folder as well as a master presenter list with all contact information. After ECET2 DeafEd Central concludes, any additional resources will be added to the website.

We will be a guest host on the monthly #DeafEd Twitter chat to advertise the event and prepare participants for the various topics that will be discussed. A FaceBook group will be created and all participants will be invited to join. This group will be announced during the convening. Participants will receive an email after the convening to remind them about the website resources and the FaceBook group. Each colleague group will be encouraged to find the best method for them to stay connected.

Approximately one month after the convening, each state will plan a virtual post-convening event, similar to #KYGoDigital and the plans being created by ECET2KY. This event will include keynotes and breakout sessions.

7. Convening planning team

Executive Committee:

- Heidi Givens, teacher in Fayette County Public Schools
 - heidigas1@gmail.com
 - Participated and planned numerous national, state and regional ECET2 convenings
- Ginger Mitchell, teacher at KY School for the Deaf
 - ginger.mitchell@ksd.kyschools.us
 - No ECET2 participation experience
- Elizabeth Ward, teacher in Madison County Schools
 - elizabeth.ward@frankfort.kyschools.us
 - Participated in ECET2 NOLA, ECET2 Louisville, and ECET2 Eastern KY

Other Committee Members:

- Christina Delk, teacher at Jefferson County Public Schools
 - christina.delk@jefferson.kyschools.us
 - Participated in ECET2 NOLA, ECET2 Louisville
- Debbie Fetzer, teacher at Indiana School for the Deaf
 - dfetzer@isd.k12.in.us
 - No ECET2 participation experience

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- Jeani Thomas, teacher at Ohio School for the Deaf
 - thomas@osd.oh.gov
 - No ECET2 participation experience
- Michel Swafford, teacher at Tennessee School for the Deaf
 - mswafford@tsd.k12.tn.us
 - No ECET2 participation experience
- Lauren Maucere, teacher in California
 - Participated in ECET2 Seattle and co-chaired planning of ECET2 CA Deaf Ed

Name	Roles and Responsibilities
Heidi Givens	Chair, budget, fundraising, interpreters
Ginger Mitchell	Attendee recruitment, elevating and celebrating
Elizabeth Ward	Facilities and catering
Christina Delk	colleague circles
Jeani Thomas	Agenda, program
Michel Swafford	Keynote speakers
Debbie Fetzer	Student performances, breakout sessions
Lauren Maucere	Social media

8. Planning timeline

August 10 - September 15	Confirm site and dates. Start soliciting additional funding
September 15 - October 31	Identify possible keynote speakers, breakout session facilitators, and student performance groups. Begin to generate invitation list
November 1 - December 31	Finalize invitation list and speakers/performers. Send out invitations, order gifts and bags. Start social media campaign
January 1 - February 15	Work on agenda, create colleague circle assignments, identify CC table leaders, finalize catering. Start to highlight keynotes on social media
February 15	Agenda and other materials to the printer; colleague circle table leaders to have virtual training

February 20	Finalize all items
March 1-2	ECET2 DeafEd Central
May 1	Survey and Narrative Report complete and submitted
May 31	All post-convening activities completed
June 30, 2019	Financial report submitted

9. Sustaining the ECET2 community

Because the ECET2 DeafEd Central planning team comes from 4 different states (in addition to the support from Lauren Maucere in CA), we have the opportunity to continue the ECET2 momentum throughout the field of deaf education. Our 4 virtual convenings will increase the number of individuals who will experience the guiding principles of ECET2 to bring back to their individual schools.

By utilizing the monthly #DeafEd Twitter chats before our convening begins and by setting a date for our virtual event, attendees will have a clear understanding of the ECET2 movement, how they can become more involved and how they can help bring their peers into the work.

Through the learning and networking that will occur at ECET2 DeafEd Central, participants will leave with greater competency and ability to leverage their teacher voice. This will ultimately lead to the overall improvement of the education of all children who are deaf or hard of hearing.

10. Funding summary

The ECET2 DeafEd Central planning team is requesting \$40,000 to assist in creating our convening. Because this will be the first ECET2 experience for a majority of the attendees, we want to provide them a first class experience by having the event at a hotel. The requested funds will support the rental cost, catering, and audio-visual requirements of the hotel for 1.5 days. We anticipate 150 attendees from within a 4 hour driving radius of Lexington, KY - living in Kentucky, Ohio, Indiana, and Tennessee - for this event and will provide lodging for those participants who live over a 2 hour drive away. We will ask individuals to share a room in order to accommodate more participants. We intend to reimburse mileage to all attendees that are more than 30 minutes away and will also pay airfare expenses for presenters who are coming from afar.

Additional costs will include printing, supplies, and participant gifts.

In order to ensure equal language access for all participants throughout the convening, we intend to have 8 sign language interpreters present. The committee will ask each state school if they would be willing to in-kind donate one interpreter from their staff in order to save costs for needing a potential 8 interpreters for the convening. This will reduce the total costs of interpreters, however, we will provide lodging and meals to the interpreters.

Finally, we plan to allocate \$2,000 to the virtual convenings - \$500 per state. This money will go towards participant giveaways and a t-shirt for each presenter. The total budget for this event is \$45,310; we have attached an accompanying budget worksheet with specific breakdowns.

We will solicit additional funding to cover the above expenses that exceed the grant request. We have compiled a list of potential donors that we will approach for funding. Since there will be other ECET2 events happening in KY, we have to ensure we do not reach out to the same donors. Therefore, we intend to focus our efforts on businesses and organizations that are connected to Deaf education and the Deaf community. We plan on contacting Deaf-focused publication companies for giveaway items to include in attendee appreciation gift bags.

List of potential sponsors: Harris Communications, Butte Publications, DawnSignPress, Sorenson, ZVRS, Purple Communications, Convo, Kentucky Educators of the Deaf and Hard of Hearing, KY Registry of Interpreters for the Deaf, Gallaudet University Regional Center, Kentucky Commission on the Deaf and Hard of Hearing, Eastern Kentucky University, local interpreting agencies

ECET2 Convening APPLICATION Budget

DIRECTIONS: Enter estimated information -- including anticipated number of convening participants and requested budget amounts -- in the yellow-highlighted cells below.

Convening Title	ECET2 DeafEd Central
Application Submission Date	August 27, 2018

PROPOSED BUDGET SUMMARY

Total Budget	\$ 37,420.00
Total Amount Requested through the ECET ² RFP	\$ 40,000.00
Total Anticipated Convening Participants	150

DETAILED PROPOSED BUDGET

	Estimated Total Amount	Amount Requested through the ECET ² RFP	Amount Approved through the ECET ² RFP	Notes
Venue				
Event Space	\$ 300.00	\$ 1,000.00	\$ 800.00	set up fee for facility
Audio/Visual, including internet fees	\$ 600.00	\$ 500.00	\$ 600.00	projector, screen, and audio at hotel
Food and Beverage	\$ 11,000.00	\$ 13,540.00	\$ 8,000.00	Example: Breakfast (\$15/pp) and Lunch (\$25/pp) for 100 participants
Other (specify in notes)	\$ 1,200.00		\$ 1,200.00	custodian, food worker, and tech support at high school
Registration				
Name Badges	\$ 100.00	\$ 100.00		name badges and lanyards for 150 people
Other (specify in notes)				
Publicity				
Printed Materials (Agendas, session handouts, signage)	\$ 500.00	\$ 500.00	\$ 500.00	\$300 signs and booklets
Website fees				
Shipping				
Additional supplies (folders, post-its, etc.)	\$ 100.00	\$ 100.00	\$ 100.00	Chart paper, sticky notes, markers for breakout sessions
Other (specify in notes)				
Participant Expenses				
Airfare, Car Rental, Mileage Reimbursements	\$ 2,000.00	\$ 4,000.00	\$ 1,272.00	airfare for presenters
Accommodations	\$ 10,500.00	\$ 11,250.00	\$ 10,500.00	70 hotel rooms (participants will pair up)
Local Transportation (Taxis)				
Tokens of Appreciation	\$ 4,800.00	\$ 1,650.00		leader book @ \$20 each
Other (specify in notes)				
Compensation				
Speaker or Other Guest Fees		See note		Eligible only for speakers who will help to connect teachers with national networks
District Compensation/Substitutes		See note		Eligible only for teachers from Title I schools
Post-Convening Activities				Up to \$5,000
4 post convening virtual events	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$500 for each state virtual convening for giveaways and presenter t-shirts
Enter here				
Other Expenses				
sign language interpreters	\$ 4,320.00	\$ 2,160.00		have donations of interpreter time for schools and agencies to reduce the total cost.
Enter here				
Enter here				
Contingency		\$ 3,200.00	\$ 2,128.00	You may allocate up to 15 percent of the total grant funds for contingency purposes, which can include support for overhead costs or a management fee for your fiscal sponsor.
TOTAL BUDGET	\$ 37,420.00	\$ 40,000.00	\$ 26,600.00	greater than \$40,000

EXHIBIT B- REPORTING GUIDELINES

NVF Grantees are required to provide the following reports that document the progress of their projects:

Interim reports: due dates are indicated in agreement

1. Narrative report (5 pages maximum), including the following information:
 - a. Goals and objectives, with results to date (progress of activities against project objectives)
 - b. Challenges encountered or lessons learned, particularly if progress is not as anticipated.
2. Financial report that details budgeted vs. actual expenditures to date

Final reports: due dates indicated in agreement

1. Narrative report (10 pages maximum), including the following information:
 - a. Goals and objectives, with results achieved
 - b. Challenges encountered/lessons learned
 - c. Copies of any publications or media generated as a result of the project
 - d. As stated in Section VII(B) of the Agreement, the full report must include the following certification:

All Kentucky Educational Development Corporation activities were and are consistent with charitable purposes under Sections 501(c)(3) and 509(a)(1), (2) or (3) of the Internal Revenue Code. If Kentucky Educational Development Corporation conducted any lobbying activity (whether discussed in this report or not), Kentucky Educational Development Corporation complied with the applicable limits of Internal Revenue Code Sections 501(c)(3) and/or 501(h) and 4911. Kentucky Educational Development Corporation warrants that it is in full compliance with its Grant Agreement with the New Venture Fund, dated June 29, 2018, and that, if the Grant was subject to any restrictions, Kentucky Educational Development Corporation observed all such restrictions.

2. Financial report detailing final accounting of budgeted vs. actual expenditures of all grant funding, including the entire project budget and all sources of revenue and expenditures (including grassroots and direct lobbying expenditures, if applicable), in addition to this Grant.
3. List of all intellectual property and assets purchased or created with the Grant.

All reports must be submitted electronically to the address listed on the first page of the grant. Please be sure to indicate the grant number in your reports. For questions regarding reporting requirements, please contact your account manager.

EXHIBIT C: ADVOCACY DEFINITIONS

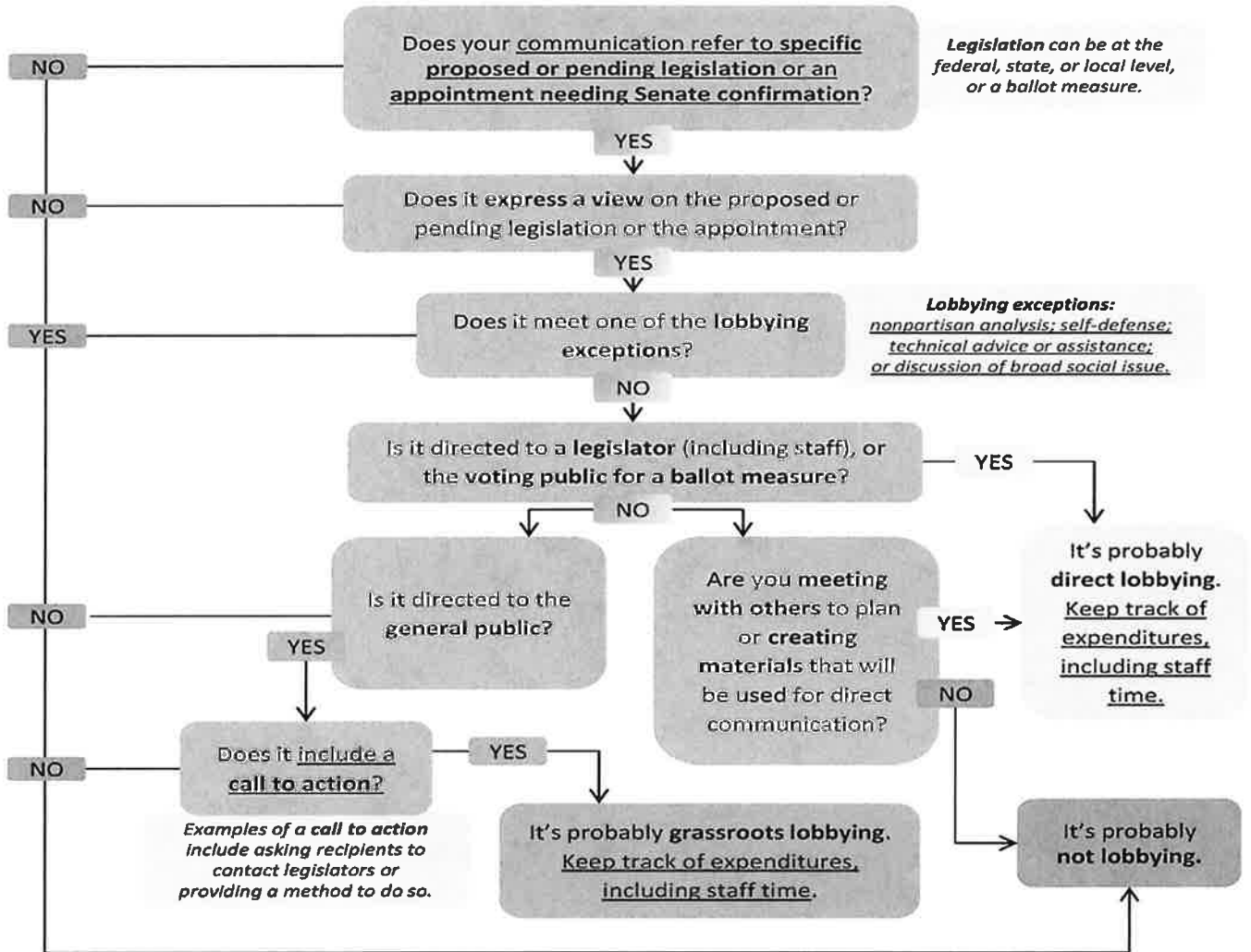
Please see graphic on next page.

Source: Bolder Advocacy (www.bolderadvocacy.org)

Please note that the information in this chart applies only to Organizations that have formally elected to measure their lobbying activities under Section 501(h) of the Internal Revenue Code. Please consult with counsel on any questions regarding whether an activity is lobbying, and for guidance on measuring lobbying activity if you are an Organization that has not filed IRS Form 5768.

IRS Lobbying Flowchart

This graphic can help you determine if your communication is considered lobbying under federal tax law rules for electing 501(c)(3) organizations. It does not cover situations or communications that take place in a candidate election context.



The information contained in this fact sheet and any attachments is being provided for informational purposes only and not as part of an attorney-client relationship. The information is not a substitute for expert legal, tax, or other professional advice tailored to your specific circumstances, and may not be relied upon for the purposes of avoiding any penalties that may be imposed under the Internal Revenue Code. Alliance for Justice publishes plain-language guides on nonprofit advocacy topics, offers educational workshops on the laws governing the advocacy of nonprofits, and provides technical assistance for nonprofits engaging in advocacy. For additional information, please feel free to contact Alliance for Justice at 866-NPLOBBY.

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