

FP 280 – Digital Navigation Grant

Grant Overview

This grant follows RCW 28A. 650. 065 as funded by ESSB 5187.SL (4) Eliminating Inequitable Student Outcomes, (p) technology grant program.

This grant focuses on the goal of 1c: Develop district-based and school-based capacity to assist students and their families in accessing and using technology to support student learning.

OSPI Educational Technology's department description of digital navigation for the purposes of this grant is below:

Digital Navigation provides students and families with the skills to navigate the online environment. This may include parent digital navigation instruction events focusing on navigating school platforms, how to access low-cost internet options, access to a device at the school, and personnel or students to guide them. It may be to create a student navigator program to assist other students and families, or to conduct outreach to organizations that may perform digital navigation in the community or that provides low cost/free devices, hot spots, or internet access.

Whereas these grants will be awarded to districts in both urban and rural areas, there will be some priority status given to rural/remote districts, districts with high percentages of FRP (Free and Reduced Price) and districts with high readiness to implement.

Assurances

In submitting this application, the applicant assures they will agree to ALL of the following criteria:

- 1.** Recipient teams can administer and complete the proposed project within the specified deadlines and budget. Funds for this cycle are for FY2025 (July 1, 2024, through June 30th, 2025).
- 2.** Recipient teams agree to collaborate and communicate with related ESD (Educational Service District), district and school representatives from multiple departments, such as English Language Learning Coordinators, Migrant Program Coordinators, McKinney Vento Coordinators, Title 1A/Lap Coordinators, Special Education Coordinators, Tribal Liaisons (or similar positions at your district as applicable) and appropriate technology personnel in both writing and implementing their proposal.
- 3.** Recipient teams agree to increase capacity by developing or enlarging current community asset inventories. This involves identifying organizations and resources within the community that aid in digital navigation, connectivity, and obtaining devices and related equipment for students and families, and then making this information widely available.



- 4.** Recipient teams agree to adhere to their sustainability plan proposed in this grant or contact OSPI with any changes.
- 5.** Recipient teams will work with a focus on digital equity, inclusionary practices, and building a community to share successes and challenges.
- 6.** Recipient teams agree to provide timely feedback in the form of written reports halfway through the project and at project end to submit to OSPI. The data will include: How many schools, students, families, educators (or other) have this grant program has served, logs listing who (by classification above) was assisted, what issue they were assisted with, completed asset charts detailing agency, address and resources provided, demographic and distribution data, grant challenges and successes. Recipients also agree to attend two OSPI grant meetings to share their capacity growth and sustainability plans with other grantees.
- 7.** Recipient teams agree that grant funds will be aimed at addressing the needs of students and families and not used towards providing teacher, administrator, or staff devices or classroom technology services.
- 8.** Applicants will ensure all contact information is current in EGMS. Applicants must have a valid designated point of contact registered in EGMS.
- 9.** Funds for this cycle can be spent from July 1, 2024, through June 30th, 2025. Goods purchased must arrive by June 30th, 2025, and services must be performed by June 30th, 2025, as well. If goods or services cannot be rendered by this time, please contact the grant manager as you may be required to return funds. Recipient teams agree to follow all state procurement guidelines. ([Statewide Procurement Support – ESD 112](#))
- 10.** Applicants agree to wait until receiving an official grant approval letter before obligating or spending funds. An application is not an assurance of funding.

Introduction

The questions below are provided for you to work on this grant outside of EGMS. Please use this to work as a team in a shared document to formulate your thoughts and prepare your grant for upload. Please cut and paste your responses directly into the EGMS grant application.

If you were not the one to fill out the Assurances Form, please read the Program Information and Assurances form before filling out this application.

Grant Application Questions

1. a) What grant project does this application pertain to? (Can choose multiple)

- Create a student digital navigator program (individual or club) for student and family support, including staff oversight.
- Staff and marketing support for identifying community organizations and resources and creating asset maps for digital navigation and acquisition of devices and related equipment in the nearby community that families and students could take advantage of.
- Acquire resources to establish a student/family accessible space. (1 or 2 stations with dedicated navigation support)
- Provide digital navigation nights/events at your district for students and families.
- Professional development specifically for digital navigation support staff on translation and accessibility tools.
- Other district/local specific response.

b) Give a detailed description of the existing program and funding sources you are currently using to provide digital navigation services to students and families in your district or school. If you do not have an existing program, write N/A.

c) Give a brief overview of the program you would like funding for this cycle (Detail will be asked for in Question 10). Please speak in terms of phases; as it may be possible that only Phase 1 will be funded, dependent on the number of applications received.

2. What do you see as the biggest concerns your students and families face concerning digital navigation?



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3. What challenges or barriers does your district face in addressing these issues? Give a detailed plan of how you intend to overcome these barriers by implementing this grant.

4. How will you collaborate with other departments/resources within your school/district in writing and implementing this grant? I.e., Leadership, ESD, district and school representatives from English Language Learning Coordinators, Migrant Program Coordinator, McKinney Vento Coordinator, Title 1A/LAP Coordinators, Special Education Coordinators, Tribal Liaisons (or similar positions at your district as applicable) and appropriate technology personnel.

5. Do you currently have any existing community collaborations or other arrangements related to digital navigation? If so, please describe them.

6. Please outline your strategy for enhancing capacity by expanding existing community asset inventories. This includes identifying local organizations and resources that support digital navigation, connectivity, and access to devices and related equipment for students and families, as well as methods for disseminating this information widely. Provide specific examples of potential stakeholders you plan to engage within this process.

7. What is your communication plan to reach out to students and families about this program?

8. The goal of this funding is to assist districts to a sustainable place regarding digital equity and navigation concerns. Please explain how this funding will do so and what the program will look like after grant funds have been exhausted.

Numbers Served

9. How many of the following do you anticipate serving with this program? (If none write 0)

School Districts	Schools	Students	Families	Educators	Other

Timeline: Goals and Costs by Phase

10. Please provide a detailed timeline listing your goals and costs. Please indicate the phases of your project in the event that only specific phases can be funded this round.

Sample:

Phase	Start Date of Phase	Stop Date of Phase	Description of Phase and Detail of each item.	Total Amount of Phase
1	23-Oct	23-Dec	Needs Assessment (Family/Student Survey and Family Night)	\$1,000.00
2	24-Jan	24-Feb	Curriculum Development for Student Navigator Program	\$1,500.00
3	24-Mar	24-Jun	Student Navigator Program	\$4,500

GRAND TOTAL \$7,000.00

FRP and Rural/Urban Status

11. Please provide the following information from your last official records:

School/ District/ ESD Name	Number of Total Students	FRP %	Rural/Rural Remote/ Urban Status

Contacts:

Please list all those involved in your district supporting this grant (as applicable):

Role	Title	First, Last Name	E-mail	Phone
Lead Partner				
Reporting Fiscal Agent				
Technology Representative				
Leadership				
Family Liaison				
Special Education Director or Coord.				
ELL (English Language Learner) Coordinator				
Migrant Coordinator				
Title 1A/LAP Coordinator				
Tribal Liaison				
Other				

Budget Detail

Item	Detailed Description + How amount was calculated*	Amount
Salaries		
Benefits		
Supplies (consumables)		
Professional Development (number of hours and number of attendees)		
Instructional Resources (e.g., software)		
Travel (Conferences, professional development)		
Capital Outlay (e.g., computer hardware)		
*Indirect Costs can be calculated at 7% for districts		
TOTAL		

