



2023-24 Scoring Rubric for the Distance Education Grant

Category A - Individual Course Design (32 points)

1. Course Information Goal and Timeline (24 points)

The Course Information consists of the title, description, suggested grade level(s), delivery method (online, hybrid, etc.), and type (Core Course, Hathaway Success Curriculum, Dual or Concurrent Enrollment, or Advanced Placement). Additional information, such as how the course will positively impact student access or other priority goals, must be provided in the goals section. In the Development Timeline, list the major benchmarks for the course development with anticipated completion dates. At a minimum, this timeline must document the anticipated date for delivery of the Virtual 307 course standards alignment to the WDE Virtual Education Program Manager for review and approval and when the course will be completed and available to students.

This category is weighted with the total points times six (4x6) for a total point value of 24.

4 points	3 points	2 points	1 points	0 points
There is clear and compelling evidence that the new course(s) information and goals are necessary and will provide a direct impact on student participation in virtual education programs. The timeline is reasonable and the information provided supports the goals.	There is evidence that the new course(s) information and goals are clear. There is some information about the impact on student participation in virtual education programs. The timeline is provided and will support the goals.	The information provided describes the creation of a new course(s). However, there is very limited information on the student impact described in the goals. The timeline is provided but there is limited information about supporting the goals.	There is very little information provided about the course(s). There is no information on student impact described in the goals. The timeline is not consistent with the goals.	No information was provided.

2. Individual Course Design Budget Narrative (8 points)

For the Budget Narrative, detail how the funds will be used to develop the course (contracts, teacher stipends, software or tools, consulting fees, etc.). Use the table provided in the application form to itemize and justify specific expenditures for this award category.

This category is weighted with the total points times two (4x2) for a total point value of 8.

4 points	3 points	2 points	1 points	0 points
The budget narrative clearly defines how funds will be used to develop the courses. The line items in the narrative are justified and appropriate for the category and will support the goals	The budget narrative describes the funds and how they will be used to develop courses. There is some justification for the line items and how they will support the goals.	The budget narrative contains line items. There is very limited justification for how the expenses will support the goals.	The budget narrative was completed. There is no justification for how the expenses will support the goals.	No information was provided.

Category B - Additional Content Design and Creation (24 points)

3. Additional Content Design and Creation Goals. (16 points)

Within the award category goals, applicants must be specific when stating the goal(s) of the proposal including, but not limited to: what content will be created, why this content is necessary for the program or course, historical student success in the course(s), and who will be developing the material.

This category is weighted with the total points times four (4x4) for a total point value of 16.

4 points	3 points	2 points	1 points	0 points
There is clear and compelling evidence that content created will improve the program or course(s) overall. The goals are necessary and will provide a direct impact on student participation and/or outcomes in virtual education programs.	There is evidence that the content created will improve the program or course. There is some information in the goals about the impact on student participation and/or outcomes in virtual education programs.	The information provided will create content. However, there is very limited information on how the content will improve the program or course. There is little information about student impact	There is very little information provided about the content being created. There is no information on student impact described in the goals.	No information was provided.

4. Additional Content Design and Creation Budget Narrative (8 points)

For the Budget Narrative, use the table provided in the application to itemize specific expenditures for this award category. These expenditures must be clearly related to and justified by the goals narrative.

This category is weighted with the total points times two (4x2) for a total point value of 8.

4 points	3 points	2 points	1 points	0 points
The budget narrative clearly defines how funds will be used to create the course or program content and design. The line items in the narrative are justified and appropriate for the category and will support the goals	The budget narrative describes the funds and how they will be used to create the course or program content and design. There is some justification for the line items and how they will support the goals.	The budget narrative contains line items. There is very limited justification for how the expenses will support the goals.	The budget narrative was completed. There is no justification for how the expenses will support the goals.	No information was provided.

Category C - Professional Development (16 points)

5. Professional Development Goals (12 points)

Within the award category goals, provide a brief description of the specific goals and objectives of the professional development plan such as the source/origination of the training, the rationale for this selection, the number of participants, and anticipated results. Applicants must show their professional development goals are aligned with school, district, or program strategic plans, and/or goals. Goals for the requested professional development opportunities must clearly define how the activities will directly benefit the virtual education teachers and/or students involved with the program. The anticipated results must be measurable, attainable, and realistic. Indicate the purpose and destination of any travel related to the professional development.

This category is weighted with the total points times three (4x3) for a total point value of 12.

4 points	3 points	2 points	1 points	0 points
There is clear and compelling evidence that the proposed professional development will positively impact virtual education teachers and students. The goals describe a direct alignment with the school, district, or program strategic plans. The activities outlined for professional development can be measured and are realistic.	There is evidence that the proposed professional development will positively impact virtual education teachers and students. There is some alignment to the school, district, or program strategic plans. The activities outlined can be measured and are realistic.	The information provided describes the proposed professional development but not how it aligns with school, district, or program strategic plans. There is some impact on virtual education teachers and students. There is very limited information measuring the activities outlined.	There is very little information provided about professional development, with no ties to any strategic plans. There is little to no information on the impact on virtual education teachers or students described in the goals.	No information was provided.

6. Professional Development Budget Narrative (4 points)

For the Budget Narrative, use the table provided in the application to itemize specific expenditures for this award category. Itemize any funding requested for travel, lodging, or meals separate from the fees or costs of the course, training, conference, etc. These expenditures must be clearly related to and justified by the goals narrative.

This category is not weighted.

4 points	3 points	2 points	1 points	0 points
The budget narrative clearly defines how funds will be used for the proposed professional development. The line items in the narrative are justified and appropriate for the category and will support the goals. The narrative indicates the purpose and destination of any travel related to professional development.	The budget narrative describes the funds and how they will be used for the proposed professional development. There is some justification for the line items and how they will support the goals. There is some information on the purpose and destination of any travel related to professional development.	The budget narrative contains line items. There is very limited justification for the proposed professional development and how the expenses will support the goals. There is no purpose described for the travel related to the proposed professional development.	The budget narrative was completed. There is no justification for how the expenses will support the goals. There is no travel information included.	No information was provided.

Category D - Program Evaluation, Accreditation, and Maintenance and Operational Needs (8 points)

7. Program Evaluation, Accreditation, and Maintenance and Operational Needs Goals (4 points)

Evaluation: DEG funding may be used for internal and/or external evaluations of individual courses and/or the Virtual 307 program overall. If the evaluation will be conducted internally, must provide a description of the process and team, evaluative measures, outcomes produced, peer reviews, etc. If the evaluation will be conducted by an external service, describe the source/origination, the services provided, outcomes produced, and rationale for selection.

Accreditation: Applicants may request DEG funds to assist in meeting school district accreditation requirements. Allowable expenses to meet school district accreditation can include the application fee for Wyoming Professional Teaching Standards Board licensure, renewal for teachers employed by a virtual education vendor, or ensuring program curriculum alignment with the district assessment system.

Program Maintenance and Operational Needs: DEG funding may be used for addressing necessary program maintenance, operational needs, statewide assessment requirements, and other necessary program components. The goals and descriptions must clearly specify the intended use of funds (e.g. server costs, stipends for instructional support, learning management systems) and how these support the delivery of the overall virtual education program. Funds will not be awarded for staff salaries and benefits or student tuition reimbursements.

This category is not weighted.

4 points	3 points	2 points	1 points	0 points
There is clear and compelling evidence that the goals listed for the category will positively impact the virtual education program and students. The goals provide detailed action that will provide a direct impact on program improvements through evaluations, accreditation, or program maintenance/operational needs.	There is evidence that the goals listed for the category will positively impact the virtual education program and students. The goals briefly describe the action that will result in program improvements through evaluations, accreditation, or program maintenance/operational needs.	The information provided describes the action that will result in program improvements through evaluations, accreditation, or program maintenance/operational needs. There is some impact on virtual education students.	There is very little information provided about the goals listed in this category. There is little to no information on the impact on virtual education students or improvements to the program through evaluations, accreditation, or program maintenance/operational needs.	No information was provided.

**8. Program Evaluation, Accreditation, and Maintenance and Operational Needs Budget Narrative
(4 points)**

For the Budget Narrative, use the table provided in the application to itemize specific expenditures for this award category. These expenditures must be clearly related to and justified by the goals narrative.

This category is not weighted.

4 points	3 points	2 points	1 points	0 points
The budget narrative clearly defines how funds will be used for this category. The line items in the narrative are justified and appropriate for the category and will support the goals.	The budget narrative describes the funds and how they will be used for this category. There is some justification for the line items and how they will support the goals	The budget narrative contains line items. There is very limited justification for this category and how the expenses will support the goals.	The budget narrative was completed. There is no justification for how the expenses will support the goals.	No information was provided.

Competitive Advantage

9. Competitive Advantage: Program Evaluation

For the 2022-23 DEG, there will be a competitive priority placed on the virtual education program evaluation category. The WDE is placing priority on districts evaluating program quality and effectiveness to ensure optimal student outcomes. The proposal should include a rationale about how the evaluation will be used to improve the virtual education program.

4 points	3 points	2 points	1 points	0 points
There is a clear and concise description of the program evaluation in the proposal that includes all of the necessary details including how the evaluation will be conducted, what the process and team will include, and what outcomes will be produced. The proposal includes a rationale about how the evaluation will be used to improve the virtual education program.	There is a clear description of the program evaluation included in the proposal, but some of the details are missing. The description includes a rationale about how the evaluation will be used to improve the virtual education program.	There is a description of the program evaluation, but there are some missing details about the rationale for the program evaluation.	The proposal lists program evaluation but the description is incomplete and unclear. There is no rationale for the program evaluation.	No information was provided for Program Evaluations