



Cohort 2: Applicant Agreement Form

Applicants must check all boxes in each section below, acknowledging their agreement to these conditions if chosen as an awardee under the OCDE Innovation Funding Initiative program.

General Agreements

Awardees agree to:

- ☐ Attend an awardee orientation session (held within 2 months of contract award).
- ☐ Participate in the Orange County Education Innovation Summit (held in the spring annually).
- ☐ Comply with all local, state, and federal laws and educational code regulations in the use of innovation funding awarded under this program, and in implementing the project, contracting activities, data management, and other activities performed as part of this funding program.

Coaching and Learning Agreements

- ☐ Participate in biannual day-long coaching and learning sessions throughout the duration of the three-year project period, with district and/or school site project leads and key implementation staff and leaders attending each session.

Evaluation, Data Collection, Reporting, and Information Sharing Agreements

Awardees agree to:

- ☐ Submit quarterly fiscal expenditure reports to OCDE.
- ☐ Submit quarterly progress reports to OCDE.
- ☐ Submit annual evaluation reports to OCDE, including a final project evaluation report within 3 months of the project conclusion.
- ☐ Collaborate with an assigned OCDE Evaluator to develop a comprehensive evaluation plan, and to identify and/or revise metrics, establish data collection tools and processes for measuring project impacts, and develop strategies for monitoring progress towards programs goals.
- ☐ Make project and outcome data available to district and school site project staff for evaluation purposes, and to the OCDE Evaluator as needed to support a robust evaluation of the project.
- ☐ Share all products or processes developed as part of the innovation project with the broader educational community (e.g., presenting at network meetings, conferences, Innovation Summit, disseminating through LEA communication channels, etc.).

OCDE Involvement in Project Design and/or Application Development

Check the box below to confirm that no OCDE staff was involved in the design of the proposed project nor in the development of this innovation funding application. If you are unable to check the box, please explain why:

- ☐ No OCDE staff were involved in the design of the proposed project nor in the development of this application. (or explain below)

— See Next Page for Acknowledgement of Authorization —



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Acknowledgement of Authorization

Enter the name and title of the district representative who has authorized the submission of this application. Note: this is typically the district superintendent or a designee.

☐ Superintendent has been informed of the project as proposed in this application.

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Name of Authorizer

Title of Authorizer

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Name of Person Completing This Form

Title of Person Completing This Form

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District Name

Date