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| Funding for Optimal Comprehensive  Universal Screeners (FOCUS)  26-TL03-G03  Program Term Date: November 1, 2025-September 30, 2026  Application Due Date: October 2, 2025. no later than 4:00 P.M. |
| **Kevin Dehmer**  Commissioner of Education  **Jorden Schiff**  Assistant Commissioner  **Natalie Franzi Dougherty**  Director  Office of Learning Equity and Academic Recovery  FY26  26-100-034-5063-371  New Jersey Department of Education  P.O. Box 500 ● Trenton, NJ 08625-0500  Updated 11/22/204 |

The following are requirements and instructions for a Notice of Grant Opportunity (NGO) from the New Jersey Department of Education (NJDOE). Instructions on how to gain access to the application and how to complete the application in the Electronic Web-Enabled Grant (EWEG) system are available in [the Discretionary Grants Manual](https://www.nj.gov/education/grants/discretionary/apps/).

When responding to this NGO, applicants must use [the EWEG online application system](https://njdoe.mtwgms.org/NJDOEGmsWeb/logon.aspx) on the NJDOE’s [Homeroom](http://homeroom.state.nj.us/) webpage. In the EWEG GMS page scroll down to view “Available” grants to initiate the application. If the application is not available, contact [EWEG help](mailto:grants.vendors@doe.nj.gov) to gain access to the application. The responsibility for a timely submission resides with the applicant. The Application Control Center (ACC) must receive the completed application through the online EWEG system through the NJDOE Homeroom webpage by no later than 4:00 P.M. on the due date of the application. Without exception, the ACC will not accept, and the Office of Grants Management (OGM) cannot evaluate an application submitted after this deadline for funding consideration.

**Table of Contents**

**I. Grant Program Information 5**

I.1. Purpose of the NGO 5

I.2. Federal Compliance Requirements - Unique Entity Identifier (UEI) Registrations 5

I.3. Award Management SAM Application 5

I.4. Dissemination of This Notice 5

I.5. Access to the EWEG Application 5

I.6. Application Submission 5

I.7. Application Review Criteria 6

I.8. Grantee Award Notifications 6

I.9. Open Public Records 6

**II. Completing the Application 7**

II.1. General Instructions for Applying 7

II.2. Application Technical Assistance Session 7

II.3. Grant Deliverables 7

II.4. Project Design Considerations 7

II.5. Application Component Required Uploads 8

II.6. Allowable Uses and Eligible Activities 8

II.7. Sub-granting Funds 8

II.8. NonPublic Participation 8

II.9. Apportionment of Grant Funds 8

II.10. Eligible Costs 9

II.11. Ineligible Costs 9

**III. Grant Agreement and Program Requirements 10**

III.1. Mandatory Orientation and Training 10

III.2. Reporting Requirements 10

III.3. Interim Activity Reports 10

III.4. Fiscal Reimbursement and Fiscal Interim Report Requirements 10

III.5. Reporting Periods 11

III.6. Monitoring 11

III.7. Acceptable Documentation for Grant Monitoring 11

III.8. Grant Amendments 12

III.9. Suspension/Cancellation of Grant/Loan Agreement and/or Reduction in Funding 12

III.10. Grant Close Out 13

III.11. Federal Requirements 13

**IV. Appendices 14**

|  |  |
| --- | --- |
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| It is a policy of the New Jersey State Board of Education and the State Department of Education that no person, on the basis of race, color, creed, national origin, age, sex, handicap or marital status, shall be subjected to discrimination in employment or be excluded from or denied benefits of any activity, program or service for which the department has responsibility. The department will comply with all state and federal laws and regulations concerning nondiscrimination. | |

# Grant Program Information

## Purpose of the NGO

The New Jersey Department of Education (the Department) established the Office of Learning Equity and Academic Recovery in accordance with [P.L. 2024, c.53.](https://pub.njleg.state.nj.us/Bills/2024/PL24/53_.PDF) This office is tasked to promote student literacy and advance learning equity through academic recovery practices, improve the Department’s capacity to make data-driven decisions, coordinate resources within the Department to promote implementation of effective literacy instruction, provide research best practices to support the creation of effective literacy practices and support local education agencies (LEAs) in developing and implementing best practices. The office also steers work related to learning equity, learning acceleration practices, and related professional development opportunities.

Pursuant to P.L.2024, c.52, starting with the 2025-26 school year all LEAs must use universal screeners to gauge students’ achievement of key literacy skills in alignment with New Jersey Student Learning Standards-English Language Arts (NJSLS-ELA). More information pertaining to this legislation, including [Department guidance](https://www.nj.gov/education/lear/), can be accessed through a [Broadcast](https://www.nj.gov/education/broadcasts/) from the Department.

The FY2026 Appropriations Act includes $2.625 million to assist schools in adopting and utilizing universal screening tools to support early literacy. This funding enables LEAs to purchase and implement these tools effectively, strengthening early identification and instruction for students in kindergarten through grade 3 (K–3). The Funding for Optimal Comprehensive Universal Screeners (FOCUS) grant—now in its second round—continues to support LEAs in adopting and implementing high-quality universal literacy screeners that align with the Universal Literacy Screening Criteria outlined in NJDOE guidance. These tools are critical in meeting the screening requirements established by State law.

**Application Type: Targeted**

**Target Audience: ☒** Local Education Agency (LEA), Grade span: Public LEAs that include any of the grades K-3 that have not been awarded FOCUS previously. (See Appendix A)

## Federal Compliance Requirements - Unique Entity Identifier (UEI) Registrations

In accordance with the Federal Fiscal Accountability Transparency Act (FFATA), all grant recipients must have a valid Unique Entity Identifier (UEI). As part of the government-wide initiative, the NJDOE will join other Federal agencies and transition from the use of the Dun and Bradstreet Data Universal Numbering System (DUNS) to the new UEI for all grant recipients and applicant organizations. UEIs are the primary means of entity identification for Federal awards and are required in accordance with 2 CFR Part 25. The UEI number is administered by the Federal Government in the System for Award Management (SAM) through theSAM.gov website

FFATA Executive Compensation Disclosure Criteria:

In the preceding fiscal year if an applicant:

* Received at least $25,000,000 in annual gross revenues from federal awards; and
* If at least eighty (80) percent of the applicant’s annual gross revenues came from federal awards, the applicant is required to disclose the name and total compensation of the five (5) most highly compensated officers of the applicant as part of the grant application.

This information is to be entered into the Award Management SAM Application in EWEG and updated on a yearly basis.

## Award Management SAM Application

Prior to applying for a grant application, a Local Education Agency (LEA), Community-Based Nonprofit Organization (CBO), or Institute of Higher Education (IHE) must provide the requisite information in the SAM section in the NJDOE’s EWEG system. The entity will need its valid UEI to complete this step.

Key steps/actions:

* + - 1. Create and submit the AWARD Management SAM application in EWEG if your entity has applied for or has received other grants from the NJDOE.
      2. When completing the AWARD Management SAM application, entities must enter an active SAM UEI and upload a copy of its SAM Entity Overview page. Applicants must ensure their address has the correct hyphenated nine-digit zip code in their address. Information provided in the LEA Central Contacts must match information from SAM.gov to be compliant with FFATA reporting.
      3. To renew an existing SAM UEI or to apply for a SAM UEI, entities must go through [www.sam.gov](http://www.sam.gov/).

Failure to complete or update the AWARD Management SAM application in EWEG will prevent the applicant from viewing, creating, and submitting applications in the EWEG system.

**No award will be made to an applicant not in compliance with FFATA.**

## Dissemination of This Notice

The Office of Learning Equity & Academic Recovery will make this notice available to eligible applicants listed in section I.1. based upon the eligibility statement, to the Office of Comprehensive Support Team Leaders, and to the county superintendents of the counties in which the eligible agencies are located.

Additional copies of the NGO are also available on the NJDOE’s [Discretionary Grant](http://www.nj.gov/njded/grants/discretionary/) website or by contacting the Office Learning Equity and Academic Recovery at the New Jersey Department of Education, 100 River View Plaza, Route 29, P.O. Box 500, Trenton, NJ 08625-0500; Email Contact – LEAR@doe.nj.gov

## Access to the EWEG Application

To initiate the application, the applicant must have EWEG system logon credentials. Once you logon, go to the GMS Access Select page and scroll down to view “Available” applications. If an application is not visible in the EWEG system, contact your district’s Web (Homeroom) Administrator to request access to the application via EWEG help. LEA applicants without log on credentials must contact their district’s Web (Homeroom) Administrator to request access to the EWEG system. Non-LEA applicants must request access by sending an email to: eweghelp@doe.nj.gov. Please allow up to 48 hours for the registration to be completed in the EWEG system.

The NJDOE advises applicants to plan appropriately and to allow for time to address any technical challenges that may occur. Additionally, applicants should run a consistency check at least 48 hours before the due date to determine any errors that might prevent the submission of the application. Applicants are advised not to wait until the due date to submit the application online as the EWEG system may be slower than normal due to increased usage. Running the consistency check does not submit the application. When the consistency check runs successfully, a “Submit” button will appear. Once the application is complete and has passed the consistency check with no error messages, the applicant may submit the application by clicking the “Submit” button. The applicant should wait for a message from the EWEG system indicating the application was submitted. The application status will update in the Grants Management System (GMS) on the GMS Select page as “Submitted for Review” along with the date the application was submitted.

**IMPORTANT:** Once the application has been submitted via EWEG, the application will not be returned to the applicant for editing, nor can additional information or missing documentation be submitted to the department for application review consideration. **Please Note: The submit button in the EWEG system will disappear as of 4:00 PM on the due date**. Please refer to the [Discretionary Grants Manual](https://www.nj.gov/education/grants/discretionary/apps/) for instructions on how to work in EWEG.

## Application Submission

The Office of Grants Management’s Application Control Center (ACC) must receive the completed application through the EWEG system accessible through the NJDOE’s [Homeroom](http://homeroom.state.nj.us) webpage **no later than 4:00 P.M. on Thursday, October 2,2025.** Without exception, the ACC will not accept nor evaluate an application after this deadline for funding consideration.

The NJDOE administers discretionary grant programs in strict conformance with procedures designed to ensure accountability and integrity in the use of public funds and, therefore, will not accept late applications. The responsibility for a timely submission resides with the applicant.

Completed applications are those that include all elements listed in [Section II.5.](#_147n2zr), Application Component Required Uploads checklist. Applications received by the due date and specified time will be screened to determine whether they are, in fact, eligible for consideration. The NJDOE reserves the right to reject any application not in conformance with the requirements of this NGO.

**Paper copies of the grant application will not be accepted in lieu of the EWEG application. Applications submitted via FAX will not be accepted under any circumstances.**

## Application Review Criteria

To be considered for funding, all grant applications complete a comprehensive review. The application will be reviewed by the Program Office responsible for administering the program. The Program Office will only use the information provided in the EWEG grant application under the Narrative Tabs which include the Need, Project Description, Project Activity Plan, Goals/Objectives – Indicators and Activity Plan, Commitment and Capacity, the Budget Tabs, and all required documentation uploaded as noted in [Section II.5](#_147n2zr). In addition to how well the content addresses [Section II.4.](#_1pxezwc), the Program Office will also review the NGO application for completeness and accuracy.

The NJDOE reserves the right to reject any application that is not in conformance with the requirements and intent of this NGO. Only those districts listed in Appendix A are eligible to apply to meet the intent of the Notice of Grant Opportunity (NGO).

## Eligible applications that meet the intent of this NGO will be awarded. Grantee Award Notifications

The EWEG system notifies applicants of awards through emails to individuals listed in the Contacts Tab. A list will also be posted on the NJDOE’s website under the Office of Grants Management> YYYY NGOs> Grant Title> Awardee List.

## Open Public Records

In accordance with the Open Public Records Act P.L. 2001, c. 404, applications, evaluation results, and other competitive grant information for discretionary grant funds received September 1, 2003 or later will become matters of public record and will be available to members of the public upon request at the completion of the evaluation process.

# Completing the Application

The intent of this section is to provide the framework within which the applicant will plan, design, and develop its proposed project to meet the purpose of this NGO. Before preparing applications, potential applicants are advised to review Section I, Grant Program Information, of this NGO to ensure a full understanding of the State’s vision and purpose for offering the program. Additionally, the information contained in Section III, Grantee Agreement Requirements, will complete the applicant’s understanding of the specific considerations and requirements that are to be considered and/or addressed in the project.

## General Instructions for Applying

To apply for a grant under this NGO, applicants prepare and submit a complete application by the deadline. The following tabs in the EWEG application are required to be completed:

* Admin
* Narrative - Need, Project Description, Goals & Objectives, Project Activity Plan, Commitment-Capacity
* Budget
* Upload

The application must be a response to the State’s vision as articulated in Section I, Grant Program Information, of this NGO. It must be planned, designed, and developed in accordance with the program framework articulated in Section II, Completing the Application. The applicant may wish to consult additional guidance found in the[Discretionary Grants Manual](https://www.nj.gov/education/grants/discretionary/apps/).

## Application Technical Assistance Session

**Wednesday, September 10, 2025 at 10:00 AM EST**

**Teams Virtual Meeting:** [**Click here to register.**](https://homeroom5.doe.state.nj.us/events/?p=a)

Registrants requiring special accommodation for the Technical Assistance Workshop should identify their needs at the time of registration.

Please direct questions regarding the EWEG online application system to [eweghelp@doe.nj.gov](mailto:eweghelp@doe.nj.gov). Please direct programmatic questions to [LEAR@doe.nj.gov](mailto:LEAR@doe.nj.gov). All questions must be submitted electronically to one of the email addresses above.

## Grant Deliverables

The expected outcomes of the grant are to align with the intent of the NGO as described in Section I.1, Purpose of the NGO, and in Section II.4, Project Design Considerations. The goals and objectives listed in [Section II.4.](https://docs.google.com/document/d/1jAcAxowD1aBGamyKxsLWERgRra5m81b4/edit#heading=h.4i7ojhp) provide LEAs a detailed description of the required deliverables related to this grant.

## Project Design Considerations

LEAs design a local program that aligns with the State’s goals and purpose of the FOCUS grant, which is to support the selection and implementation of high-quality universal literacy screeners for K-3, in accordance with P.L. 2024, c.52. The goal is to enhance early literacy identification and instruction by ensuring that all grantees adopt evidence-based screeners that align with the Universal Literacy Screening Criteria provided in NJDOE’s guidance [*The New Jersey Literacy Framework: A Guide to Evidence-Based Literacy Practices & Universal Screeners*](https://www.nj.gov/education/lear/)and reproduced for convenience in Appendix B of this NGO.

##### Needs

Explain why the LEA is seeking funding for either a screener or to support professional learning on a screener. This can include, but is not limited to, providing the following information in a clear narrative:

* Did the LEA previously adopt a screener that does not meet the defined criteria?
* Does the LEA have a screener in place that meets the criteria but professional learning on its use, data analysis, etc. is needed?

##### Project Description

Explain whether a screener is being selected and purchased with the funds, or if the LEA is choosing to fund professional learning on the screener instead.

##### Goals / Objectives

Objectives are illustrative, and they are intended to guide the LEA to achieve the program goals. Indicators do not need to be included in this application.

Goal 1- Select and implement a high-quality universal literacy screener.

* Objective 1.1- Select a universal literacy screener that aligns with the Universal Literacy Screening Criteria as outlined in the NJDOE’s guidance [*The New Jersey Literacy Framework: A Guide to Evidence-Based Literacy*](https://www.nj.gov/education/lear/) *Practices & Universal Screeners* and reproduced for convenience in Appendix B of this NGO.

Goal 2- Build educator capacity to effectively use the universal screener.

* Objective 2.1- Provide educators, related services providers and administrators training on how to administer the screener, interpret the results and use the data to inform instructional decisions.
* Objective 2.2- Provide continuous professional development opportunities to ensure educators, related services providers and administrators remain proficient in using the screener and analyzing literacy data.
* Objective 2.3- Create opportunities for collaboration among educators, related services providers and administrators to share best practices and insights based on screener data.

Goal 3- Utilize screening data to inform instructional practices.

* Objective 3.1- Establish clear protocols for analyzing the results of the universal literacy screener to identify students’ literacy strengths and challenges.
* Objective 3.2- Utilize screening data to inform tier one literacy instruction and adjust teaching strategies for the whole class.
* Objective 3.3- Identify students at risk and promptly provide targeted interventions.

##### Project Activity Plan

The activities are action steps to achieve the objectives and, in turn, the goals.

Indicators for Tab 1 (Goal 1)

* Purchase screener.

Indicators for Tab 2 (Goal 2)

* Conduct training sessions for educators on screener administration and data interpretation.

Indicators for Tab 3 (Goal 3)

* Create universal screening guidelines document that operationalizes the timeline (e.g., beginning, middle, and end of the school year), process, establishes clear expectations, and promotes consistency in implementation across grade levels and buildings.
* Provide ongoing support through workshops, coaching, or online resources.

##### Commitment and Capacity

Identify the following staff who will be part of the leadership team and have oversight of the project. For more information on Building a Leadership Team see NJDOE’s guidance [*The New Jersey Literacy Framework: A Guide to Evidence-Based Literacy*](https://www.nj.gov/education/lear/) *Practices & Universal Screeners.*

##### Budget

Refer to Appendix A for the LEA’s maximum award size, calculated at $10 per student enrolled in grades K, 1, 2 and 3 utilizing the October 2023 enrollment data. The budget can be used for materials and resources, personnel, professional development, or technology/data tools as outlined in II.10 Eligible costs.

## Application Component Required Uploads

Uploads are not required.

## Allowable Uses and Eligible Activities

The Funding for Optimal Comprehensive Universal Screeners (FOCUS) grant aims to support LEAs in selecting and implementing high-quality universal literacy screeners for students K-3, in alignment with [P.L. 2024, c.52](https://pub.njleg.state.nj.us/Bills/2024/PL24/52_.PDF). This initiative is designed to enhance early literacy identification and instruction by equipping educators with the tools necessary to assess and address student learning needs effectively.

Through this grant, LEAs receive funding to purchase and implement universal screeners that meet the Universal Literacy Screening Criteria outlined in NJDOE’s guidance [*The New Jersey Literacy Framework: A Guide to Evidence-Based Literacy Practices & Universal Screeners*](https://www.nj.gov/education/lear/)and reproduced for convenience in Appendix B of this NGO. By supporting the early identification of literacy challenges, the FOCUS grant helps educators provide timely, evidence-based interventions, ultimately improving literacy outcomes for young learners across the State. The grant program is implemented over the full grant period, ensuring sustained professional development, progress monitoring and instructional alignment with the New Jersey Student Learning Standards-English Language Arts (NJSLS-ELA).

The complete list of allowable uses and eligible activities appears in the EWEG system as clickable options. The LEA selects their intended uses and provides a brief explanation in the text box provided. The options are:

* Select and purchase a state-aligned universal literacy screener. (View Appendix B for Universal Literacy Screener Criteria)
* Implement the screener in all K-3 classrooms as part of their literacy assessment process.
* Use data-driven decision-making to inform instruction and targeted interventions.

## Sub-granting Funds

Not applicable

## Nonpublic Participation

Not applicable

## Apportionment of Grant Funds

The applicant’s project must be designed and implemented in conformance with all applicable state and federal regulations. Final awards are subject to the availability offunds. Total funds available are $1,435,340.00. This is 100 percent funded from FY2026 appropriation act, line item “Literacy Initiatives” 26-100-034-5063-371. The project period is November 1, 2025 to September 30, 2026.

All grant funds are subject to a 60-day liquidation period at the end of the grant term. At this time, a final expenditure report will be due to close out the grant award.

Grant funds are to be used solely for the costs associated with implementing the grant program. Click on the links below to view the current rates:

[NJ Travel Reimbursement Rate](https://www.nj.gov/infobank/circular/cir23-02-OMB.pdf): $0.47 cents per mile

Please refer to Sections II.10 and II. 11 of the NGO for information regarding the allowability, inclusion, and/or restriction(s) of indirect costs in a grant budget.

Additional guidance for indirect costs can be found in the [glossary page of the Discretionary Grants Manual.](https://www.nj.gov/education/grants/discretionary/apps/)

The NJDOE will remove all ineligible costs and costs not supported by the Project Activity Plan from budget consideration. Through the pre-award revision process (PAR), the applicant will be given the opportunity to revise their budget. Providing opportunities for revisions or permitting the reallocation of the budgeted funds is at the discretion of the NJDOE. The final funding award will be contingent upon the applicant’s ability to justify its proposed budget.

## Eligible Costs

Use the [Quick Reference for Commonly Requested Costs](https://www.nj.gov/education/grants/discretionary/apps/docs/common_costs.pdf) or the [Uniform Minimum Chart of Accounts](http://www.nj.gov/education/finance/fp/af/coa/coa1718.pdf) to locate the appropriate budget cost codes.

Please note that the passage of N.J.A.C 6A:23A-7 places additional administrative requirements on the travel of school district personnel. The applicant is urged to be mindful of these requirements as they may impact the ability of school district personnel to participate in activities sponsored by the grant program.

The eligible costs are based on the allowable uses and eligible activities outlined in Section II.6. The LEA specifies costs in the Budget tab in the EWEG application.

Costs for personnel could include:

* Stipends for leadership team members (e.g., administrators, teachers, reading specialists, coaches) for work outside contractual hours
* Hiring consultants or literacy specialists to train staff on implementation of universal screener
* Hiring consultants or literacy specialists to support team building and data-driven instruction
* Stipends for data team members working outside contractual hours
* Data analysts or specialists to support data interpretation and implementation

Cost for technology and data tools could include:

* Purchase of data analysis software or dashboards to support data-driven decision-making
* Subscription to platforms that facilitate data collection, analysis and visualization
* Development or purchase of a monitoring framework and tracking system for literacy progress
* Investment in universal screening tools and additional formative assessment resources

Costs for materials and resources could include:

* Universal Screening materials and kits
* Subscription to online literacy professional development platforms

Costs for professional development and training could include:

* Training on implementing universal screener
* Workshops on interpreting data from the universal screener and additional data points
* Training in evidence-based, instructional decision-making using data
* Training on setting measurable literacy goals and tracking student progress
* Workshops on collaborative literacy leadership and team-building strategies
* Training in best practices in data-driven literacy instruction
* PLC-focused training on data-driven collaboration
* Workshops on differentiation and targeted instructional strategies

## Ineligible Costs

The NJDOE will not reimburse grantees or sub-grantees for ineligible costs. Ineligible costs include:

* Outside of grant term: Costs incurred outside of the grant term.
* Existing staff: Salaries and/or benefits for existing staff are not eligible unless they are assigned program responsibilities depicted in the staffing chart (see Section II.10.).
* Routine operating/admin costs: Costs for the routine operation of or administration of the organization are not eligible except when part of the approved budget (see section b of the grant/loan agreement).
* No benefit: Costs incurred for salaries, services, or media that do not benefit the end user of the grant program.
* Not reasonable or necessary: Costs that are not reasonable or necessary to carry out the grant.
* Poorly Documented/Undocumented: Costs that are not supported by adequate documentation.
* Off Message: Costs for media that are prohibited or off message.
* Curriculum Development or Expansion of Curriculum unless specified by the grant program as an eligible activity.
* Supplanting: Costs for salaries, services, or media that are covered under other local, federal or state funding.

# Grant Agreement and Program Requirements

Once the application for funding is approved in the PAR process, the EWEG grant application will convert to a Grant Agreement between the applicant and the NJDOE ([OMB Circular 07-05-OMB](https://www.nj.gov/infobank/circular/cir0705b.pdf)). The grantee is expected to complete the goals and objectives laid out in the approved application and is expected to complete the activities established in its grant agreement and make satisfactory progress toward the completion of its approved action plan. Failure to do so may result in the withdrawal by NJDOE of the grantee’s eligibility for the continuation of grant funding. The NJDOE will remove ineligible, inappropriate, or undocumented costs from funding consideration. To view and download the complete grant agreement documents, including Attachments A and B of the grant agreement, click [here](https://www.nj.gov/education/grants/discretionary/management/docs/attacha_b.pdf). To locate the appropriate budget costs codes, go to the [Uniform Minimum Chart of Accounts](https://www.nj.gov/education/finance/fp/af/coa/) webpage.

## Mandatory Orientation and Training

The grantee will be required to attend a program orientation. The NJDOE staff will provide the grantee with general program information, requirements of the program (including grant management, mandated staffing, policies and procedures), and compliance with applicable state and federal program regulations.

## Reporting Requirements

Grantees will be required to submit reports on activities according to the program report schedule in [Section III.5, Reporting Periods](#_2zbgiuw). The grantee will ensure that all reports are uploaded to EWEG by the due dates. Failure to deliver the reports by due dates may result in the Grantee achieving an unsatisfactory rating and may result in the stop of all NJDOE program payments.

## Interim Activity Reports

These reports are to be delivered to NJDOE electronically. Grantees are required to upload within the EWEG system. Reports submitted by other means will not be accepted. Reports will be considered late if not uploaded by the due date listed in [Section III.5, Reporting Periods](#_2zbgiuw). This report tracks actual progress in meeting benchmarks and documenting measurable outcomes from the program activities listed in the application. Specific instructions for completing each report are found in this [link](https://www.nj.gov/education/grants/discretionary/management/docs/INSTRUCTIONS%20FOR%20SUBMITTING%20PERS-REPORTS.pdf).

## Fiscal Reimbursement and Fiscal Interim Report Requirements

Requests may begin once the contract has been fully approved and executed by the NJDOE. All programs are reimbursement-only programs. Grantees will be reimbursed based on the grantee’s actual expenditures.

**Reimbursement Request:** The grantee will complete a reimbursement request through the EWEG payment system by the 15th of every month. Reimbursement requests will be shut down 30 days before the end of the grant period. Any payments of remaining grant funds due to the grantee will be paid in the Final Expenditure Report. Specific instructions for completing this report are found at this [link](https://njdoe.mtwgms.org/NJDOEGmsWeb/HelpFiles/New_Reimbursement_Request_Instructions.pdf).

In making disbursements to any third party with whom the Grantee may contract to undertake the Project, the Grantee shall ensure that disbursements are made upon delivery of satisfactory work product and in accordance with the NJDOE’s program policies.

**Fiscal Interim Reports:** These reports are due as stated in [Section III.5, Reporting Periods](https://doe365-my.sharepoint.com/personal/lnietos_doe_nj_gov/Documents/Draft%20forms/Draft%20NGO%202023.docx#_Reporting_Periods), with the interim activity report. In this report, the grantee will report on actual expenditures incurred during the reporting period. The expenditures reported in the interim report should match what has been paid to the district during the reporting period.

**Final Expenditure Reports:** This report generates a final payment to the grantee upon selecting the “Final Report” button.

## Reporting Periods

Reimbursement requests are due by the 15th of every month.

**The reporting periods are as follow**

|  |  |  |
| --- | --- | --- |
| Report Number: | Reporting periods: | Dates Due: |
| Final Report\* | November 1, 2025-September 30, 2026 | October 31, 2026 |
|  | \*Includes 60-day liquidation period. |  |

The FOCUS Grant will collect only a final report, as Universal Screener Data will be gathered through mandatory reporting per [P.L. 2024, c. 52](https://pub.njleg.state.nj.us/Bills/2024/PL24/52_.PDF). Required dates for submissions will be forthcoming. LEAs will be responsible for submitting data through NJ Homeroom with the following information:

## Monitoring

The NJDOE Program Managers may schedule on-site monitoring visits with the Program Coordinator during the term of the Program contract to review program performance and fiscal documentation. These visits may be a comprehensive program assessment, or they may be oriented toward a review of performance in specific areas. In either case, Program staff shall cooperate with Program Managers and provide them with files and other information as requested.

## Acceptable Documentation for Grant Monitoring

Full and detailed documentation for grant expenditures shall be retained at the organization’s level for monitoring purposes. This shall include the expenditures of the grantee and all sub-grantees.

* + 1. **Activity Reports**

These reports consist of documentation and/or evidence of educational, outreach events, and program activities. This can be in the form of a properly completed programmatic Activity Report uploaded into EWEG or emailed to the program officer detailing events and activities. Sample documentation includes flyers, attendance sheets, and newspaper clippings. Documentation should be retained with the grantee for monitoring purposes unless otherwise specified by the program office.

* + 1. **Reimbursements**

**Staffing** – All timesheets and payroll records for any salaries paid using funds must be retained by the Grantee for both monitoring and reimbursement purposes. If staff is assigned part-time to the grant, a cost allocation sheet should accompany the reimbursement request.

**Travel** – Mileage records must include the date of travel, the point of origin and its designation (home/office), the sites visited, the purpose of the travel, and the ending location. Commutation, travel beyond one’s standard commute, must be subtracted from the mileage claimed. The travel reimbursement rate is $0.47 cents per mile. Receipts for parking and tolls must be retained.

**Mailings** – Receipts for postage and other materials and services associated with photocopying, printing, and distribution of materials. Cost allocation based upon agency budget may be acceptable. Please review with the NJDOE Program Manager.

**Training** – Receipts for payment of training providers, course materials, venue, proof of attendance, and copies of any certificates awarded.

**Other costs** – Receipts, invoices, and purchase orders with enough detail to determine that the expenditure is an eligible cost under the grant program.

## Grant Amendments

All requests for amendments must be submitted at a minimum of 90 days before the end date of the grant agreement via the EWEG system.

Amendment modification forms are available [here](https://www.nj.gov/education/grants/discretionary/management/). Amendment modifications are initiated and submitted through the EWEG system using the Upload Tab in the grant application. Instructions on how to initiate the amendment are available in [the Discretionary Grants Manual](https://www.nj.gov/education/grants/discretionary/apps/). Use the [Quick Reference for Commonly Requested Costs](http://www.nj.gov/education/grants/discretionary/apps/common_costs.pdf) or the [Uniform Minimum Chart of Accounts](https://www.nj.gov/education/finance/fp/af/coa/) to locate the appropriate budget costs codes.

Amendments are required if the following situations occur:

* Changes to the program activity and request for no-cost time extension;
* Budget transfers greater than ten percent of the total approved budget into a previously approved line item;
* Changes to 200-320 Purchased Professional Education Services (subgrantee costs) previously approved in the budget;
* Budget transfer to a line not previously approved in the budget;
* Equipment: Grantees are limited to the specific equipment items listed in the final approved grant application budget. To comply with federal requirements, all equipment purchases require prior NJDOE approval. Grantees can pay more or less than the approved amount, but the approved equipment item cannot be changed without permission (i.e., no additions, deletions, or substitutions to the approved equipment list);
* Changes to Indirect Costs.

## Suspension/Cancellation of Grant/Loan Agreement and/or Reduction in Funding

The NJDOE reserves the right to suspend and/or cancel this Grant Agreement for nonperformance of any of the Grant/Loan Agreement provisions. Failure by the grantee to comply with agreement stipulations, standards, or conditions may give the NJDOE cause to suspend this agreement and withhold further payments, prohibit additional obligations, or project funds pending corrective action, and disallow all or part of the cost associated with the noncompliance, terminate this agreement, or take other remedies that may be legally available.

Formal written notice of suspension/cancellation of Grant Agreement and/or reduction in funding will be provided to the grantee in advance of the adverse action to be taken together with recommendations to correct deficiencies. Grantees that correct deficiencies in accordance with guidance provided in the written notice shall be reinstated.

## Grant Close Out

The grantee shall provide all documentation necessary to close out this agreement within 60 days of the grant agreement’s ending date. If performance is ahead of schedule, the documentation should be submitted within 60 days of the conclusion of grant activities. Documentation will include the Final Report referenced in paragraph III.5.

# Appendices

Appendix A – List of Eligible LEA

| **County Code** | **County Name** | **District Code** | **District Name** | **K-3 Enrollment** | **Allocation** |
| --- | --- | --- | --- | --- | --- |
| 1 | Atlantic | 110 | Atlantic City School District | 1761 | $17,610.00 |
| 1 | Atlantic | 125 | Atlantic County Special Services School District | 67 | $670.00 |
| 1 | Atlantic | 570 | Brigantine Public School District | 139 | $1,390.00 |
| 1 | Atlantic | 1300 | Egg Harbor City School District | 223 | $2,230.00 |
| 1 | Atlantic | 1410 | Estell Manor School District | 74 | $740.00 |
| 1 | Atlantic | 1690 | Galloway Township Public School District | 1176 | $11,760.00 |
| 1 | Atlantic | 1940 | Hamilton Township School District | 1060 | $10,600.00 |
| 1 | Atlantic | 1960 | Hammonton School District | 644 | $6,440.00 |
| 1 | Atlantic | 3020 | Margate City School District | 142 | $1,420.00 |
| 1 | Atlantic | 3720 | Northfield City School District | 321 | $3,210.00 |
| 1 | Atlantic | 4180 | Pleasantville Public School District | 1194 | $11,940.00 |
| 1 | Atlantic | 5760 | Weymouth Township School District | 64 | $640.00 |
| 3 | Bergen | 40 | Allendale Public School District | 354 | $3,540.00 |
| 3 | Bergen | 80 | Alpine Public School District | 68 | $680.00 |
| 3 | Bergen | 285 | Bergen County Special Services School District | 116 | $1,160.00 |
| 3 | Bergen | 1070 | Demarest School District | 273 | $2,730.00 |
| 3 | Bergen | 1230 | East Rutherford School District | 330 | $3,300.00 |
| 3 | Bergen | 1380 | Englewood Cliffs School District | 161 | $1,610.00 |
| 3 | Bergen | 1550 | Fort Lee School District | 1257 | $12,570.00 |
| 3 | Bergen | 1700 | Garfield Public School District | 1351 | $13,510.00 |
| 3 | Bergen | 1760 | Glen Rock Public School District | 771 | $7,710.00 |
| 3 | Bergen | 2050 | Harrington Park School District | 260 | $2,600.00 |
| 3 | Bergen | 2080 | Hasbrouck Heights School District | 447 | $4,470.00 |
| 3 | Bergen | 2090 | Haworth Public School District | 214 | $2,140.00 |
| 3 | Bergen | 2200 | Ho-Ho-Kus School District | 258 | $2,580.00 |
| 3 | Bergen | 2740 | Lodi School District | 869 | $8,690.00 |
| 3 | Bergen | 2900 | Mahwah Township Public School District | 765 | $7,650.00 |
| 3 | Bergen | 3170 | Midland Park School District | 285 | $2,850.00 |
| 3 | Bergen | 3350 | Moonachie School District | 133 | $1,330.00 |
| 3 | Bergen | 3550 | New Milford Public School District | 609 | $6,090.00 |
| 3 | Bergen | 3600 | North Arlington School District | 584 | $5,840.00 |
| 3 | Bergen | 3710 | Northern Valley Regional High School District | 61 | $610.00 |
| 3 | Bergen | 3740 | Norwood Public School District | 229 | $2,290.00 |
| 3 | Bergen | 3850 | Old Tappan Public School District | 299 | $2,990.00 |
| 3 | Bergen | 3870 | Oradell Public School District | 418 | $4,180.00 |
| 3 | Bergen | 3910 | Palisades Park School District | 536 | $5,360.00 |
| 3 | Bergen | 3930 | Paramus Public School District | 993 | $9,930.00 |
| 3 | Bergen | 3940 | Park Ridge School District | 357 | $3,570.00 |
| 3 | Bergen | 4310 | Ramsey School District | 608 | $6,080.00 |
| 3 | Bergen | 4380 | Ridgefield Park Public School District | 440 | $4,400.00 |
| 3 | Bergen | 4370 | Ridgefield School District | 424 | $4,240.00 |
| 3 | Bergen | 4470 | Rochelle Park School District | 178 | $1,780.00 |
| 3 | Bergen | 4610 | Saddle Brook School District | 545 | $5,450.00 |
| 3 | Bergen | 4620 | Saddle River School District | 71 | $710.00 |
| 3 | Bergen | 4845 | South Bergen Jointure Commission School District | 98 | $980.00 |
| 3 | Bergen | 4870 | South Hackensack School District | 103 | $1,030.00 |
| 3 | Bergen | 5150 | Teaneck School District | 849 | $8,490.00 |
| 3 | Bergen | 5330 | Upper Saddle River School District | 453 | $4,530.00 |
| 3 | Bergen | 5410 | Waldwick School District | 456 | $4,560.00 |
| 3 | Bergen | 5755 | Westwood Regional School District | 871 | $8,710.00 |
| 3 | Bergen | 5830 | Wood-Ridge School District | 453 | $4,530.00 |
| 3 | Bergen | 5880 | Woodcliff Lake School District | 310 | $3,100.00 |
| 5 | Burlington | 605 | Burlington County Special Services School District | 70 | $700.00 |
| 5 | Burlington | 620 | Burlington Township School District | 877 | $8,770.00 |
| 5 | Burlington | 1030 | Delanco Township School District | 150 | $1,500.00 |
| 5 | Burlington | 1250 | Eastampton Township School District | 241 | $2,410.00 |
| 5 | Burlington | 1280 | Edgewater Park Township School District | 404 | $4,040.00 |
| 5 | Burlington | 1910 | Hainesport Township School District | 223 | $2,230.00 |
| 5 | Burlington | 3070 | Medford Lakes School District | 186 | $1,860.00 |
| 5 | Burlington | 3360 | Moorestown Township Public School District | 1040 | $10,400.00 |
| 5 | Burlington | 3540 | New Hanover Township | 78 | $780.00 |
| 5 | Burlington | 3650 | North Hanover Township School District | 682 | $6,820.00 |
| 5 | Burlington | 4050 | Pemberton Township School District | 1245 | $12,450.00 |
| 5 | Burlington | 4450 | Riverside Township School District | 455 | $4,550.00 |
| 5 | Burlington | 4460 | Riverton School District | 105 | $1,050.00 |
| 5 | Burlington | 5720 | Westampton Township Public School District | 360 | $3,600.00 |
| 5 | Burlington | 5805 | Willingboro Public School District | 1078 | $10,780.00 |
| 5 | Burlington | 5890 | Woodland Township School District | 34 | $340.00 |
| 7 | Camden | 150 | Audubon Public School District | 308 | $3,080.00 |
| 7 | Camden | 190 | Barrington School District | 229 | $2,290.00 |
| 7 | Camden | 580 | Brooklawn Public School District | 101 | $1,010.00 |
| 7 | Camden | 1801 | Camden Prep, Inc. | 439 | $4,390.00 |
| 7 | Camden | 1799 | Kipp: Cooper Norcross, A New Jersey Nonprofit Corporation | 667 | $6,670.00 |
| 7 | Camden | 2540 | Laurel Springs School District | 93 | $930.00 |
| 7 | Camden | 2560 | Lawnside School District | 120 | $1,200.00 |
| 7 | Camden | 2670 | Lindenwold Public School District | 1010 | $10,100.00 |
| 7 | Camden | 2890 | Magnolia School District | 165 | $1,650.00 |
| 7 | Camden | 1802 | Mastery Schools of Camden, Inc. | 919 | $9,190.00 |
| 7 | Camden | 3110 | Merchantville School District | 156 | $1,560.00 |
| 7 | Camden | 3420 | Mt. Ephraim School District | 162 | $1,620.00 |
| 7 | Camden | 4060 | Pennsauken Township Board of Education School District | 1307 | $13,070.00 |
| 7 | Camden | 4110 | Pine Hill School District | 462 | $4,620.00 |
| 7 | Camden | 4590 | Runnemede Public School District | 333 | $3,330.00 |
| 7 | Camden | 4790 | Somerdale School District | 188 | $1,880.00 |
| 7 | Camden | 5080 | Stratford School District | 304 | $3,040.00 |
| 7 | Camden | 5560 | Waterford Township School District | 418 | $4,180.00 |
| 7 | Camden | 5820 | Winslow Township School District | 1410 | $14,100.00 |
| 7 | Camden | 5900 | Woodlynne School District | 171 | $1,710.00 |
| 9 | Cape May | 710 | Cape May City School District | 83 | $830.00 |
| 9 | Cape May | 715 | Cape May County Special Services School District | 49 | $490.00 |
| 9 | Cape May | 3130 | Middle Township Public School District | 670 | $6,700.00 |
| 9 | Cape May | 3680 | North Wildwood School District | 59 | $590.00 |
| 9 | Cape May | 3780 | Ocean City School District | 233 | $2,330.00 |
| 9 | Cape May | 5060 | Stone Harbor School District | 65 | $650.00 |
| 9 | Cape May | 5610 | West Cape May School District | 47 | $470.00 |
| 9 | Cape May | 5800 | Wildwood Crest Borough School District | 72 | $720.00 |
| 9 | Cape May | 5840 | Woodbine School District | 97 | $970.00 |
| 11 | Cumberland | 540 | Bridgeton City School District | 1606 | $16,060.00 |
| 11 | Cumberland | 950 | Commercial Township School District | 162 | $1,620.00 |
| 11 | Cumberland | 1020 | Deerfield Township School District | 111 | $1,110.00 |
| 11 | Cumberland | 1120 | Downe Township School District | 67 | $670.00 |
| 11 | Cumberland | 1820 | Greenwich Township School District | 34 | $340.00 |
| 11 | Cumberland | 2270 | Hopewell Township School District | 174 | $1,740.00 |
| 11 | Cumberland | 2570 | Lawrence Township School District | 171 | $1,710.00 |
| 11 | Cumberland | 3050 | Maurice River Township School District | 133 | $1,330.00 |
| 11 | Cumberland | 5070 | Stow Creek Township School District | 49 | $490.00 |
| 11 | Cumberland | 5390 | Vineland Public School District | 2651 | $26,510.00 |
| 13 | Essex | 660 | Caldwell-West School District | 740 | $7,400.00 |
| 13 | Essex | 1400 | Essex Fells School District | 133 | $1,330.00 |
| 13 | Essex | 1387 | Essex Regional Educational Services Commission | 1 | $10.00 |
| 13 | Essex | 2330 | Irvington Public School District | 2190 | $21,900.00 |
| 13 | Essex | 3310 | Montclair Public School District | 1717 | $17,170.00 |
| 13 | Essex | 3880 | Orange Board Of Education School District | 1643 | $16,430.00 |
| 13 | Essex | 5680 | West Orange Public Schools | 1938 | $19,380.00 |
| 15 | Gloucester | 5620 | West Deptford Township School District | 769 | $7,690.00 |
| 15 | Gloucester | 5860 | Woodbury City Public School District | 479 | $4,790.00 |
| 17 | Hudson | 1200 | East Newark School District | 90 | $900.00 |
| 17 | Hudson | 1850 | Guttenberg School District | 394 | $3,940.00 |
| 17 | Hudson | 2210 | Hoboken Public School District | 1092 | $10,920.00 |
| 17 | Hudson | 5240 | Union City School District | 3214 | $32,140.00 |
| 17 | Hudson | 5580 | Weehawken Public School District | 367 | $3,670.00 |
| 17 | Hudson | 5670 | West New York School District | 2069 | $20,690.00 |
| 19 | Hunterdon | 370 | Bethlehem Township School District | 156 | $1,560.00 |
| 19 | Hunterdon | 430 | Bloomsbury Borough School District | 44 | $440.00 |
| 19 | Hunterdon | 670 | Califon Borough School District | 30 | $300.00 |
| 19 | Hunterdon | 910 | Clinton-Glen Gardner School District | 183 | $1,830.00 |
| 19 | Hunterdon | 1040 | Delaware Township School District | 180 | $1,800.00 |
| 19 | Hunterdon | 1510 | Flemington-Raritan Regional School District | 1303 | $13,030.00 |
| 19 | Hunterdon | 1680 | Frenchtown Borough School District | 41 | $410.00 |
| 19 | Hunterdon | 1970 | Hampton Borough School District | 64 | $640.00 |
| 19 | Hunterdon | 2140 | High Bridge Borough School District | 132 | $1,320.00 |
| 19 | Hunterdon | 2220 | Holland Township School District | 214 | $2,140.00 |
| 19 | Hunterdon | 2590 | Lebanon Borough School District | 38 | $380.00 |
| 19 | Hunterdon | 2600 | Lebanon Township School District | 203 | $2,030.00 |
| 19 | Hunterdon | 4350 | Readington Township School District | 570 | $5,700.00 |
| 19 | Hunterdon | 5180 | Tewksbury Township School District | 194 | $1,940.00 |
| 19 | Hunterdon | 5270 | Union Township School District | 191 | $1,910.00 |
| 21 | Mercer | 1245 | East Windsor Regional School District | 1454 | $14,540.00 |
| 21 | Mercer | 1950 | Hamilton Township Public School District | 3494 | $34,940.00 |
| 21 | Mercer | 2280 | Hopewell Valley Regional School District | 946 | $9,460.00 |
| 21 | Mercer | 1431 | Marie H. Katzenbach School For The Deaf | 14 | $140.00 |
| 21 | Mercer | 3103 | Mercer County Special Services School District | 76 | $760.00 |
| 21 | Mercer | 5210 | Trenton Public School District | 4642 | $46,420.00 |
| 23 | Middlesex | 970 | Cranbury Township School District | 152 | $1,520.00 |
| 23 | Middlesex | 3145 | Educational Services Commission Of New Jersey | 169 | $1,690.00 |
| 23 | Middlesex | 4090 | Perth Amboy Public School District | 2804 | $28,040.00 |
| 23 | Middlesex | 4130 | Piscataway Township School District | 2054 | $20,540.00 |
| 23 | Middlesex | 4910 | South Plainfield School District | 1079 | $10,790.00 |
| 23 | Middlesex | 4970 | Spotswood Public School District | 360 | $3,600.00 |
| 25 | Monmouth | 100 | Asbury Park School District | 357 | $3,570.00 |
| 25 | Monmouth | 225 | Bayshore Jointure Commission School District | 10 | $100.00 |
| 25 | Monmouth | 1000 | Deal Boro School District | 68 | $680.00 |
| 25 | Monmouth | 1490 | Farmingdale Public School District | 69 | $690.00 |
| 25 | Monmouth | 1640 | Freehold Borough School District | 627 | $6,270.00 |
| 25 | Monmouth | 2930 | Manasquan School District | 186 | $1,860.00 |
| 25 | Monmouth | 3500 | Neptune City School District | 111 | $1,110.00 |
| 25 | Monmouth | 3510 | Neptune Township School District | 835 | $8,350.00 |
| 25 | Monmouth | 4520 | Roosevelt Borough Public School District | 49 | $490.00 |
| 25 | Monmouth | 4570 | Rumson Borough School District | 348 | $3,480.00 |
| 25 | Monmouth | 4690 | Sea Girt Borough School District | 46 | $460.00 |
| 25 | Monmouth | 4770 | Shrewsbury Borough School District | 195 | $1,950.00 |
| 25 | Monmouth | 4980 | Spring Lake Borough | 52 | $520.00 |
| 25 | Monmouth | 4990 | Spring Lake Heights School District | 115 | $1,150.00 |
| 25 | Monmouth | 3810 | Township Of Ocean School District | 840 | $8,400.00 |
| 25 | Monmouth | 5640 | West Long Branch School District | 244 | $2,440.00 |
| 27 | Morris | 450 | Boonton Town Public School District | 357 | $3,570.00 |
| 27 | Morris | 630 | Butler Public School District | 283 | $2,830.00 |
| 27 | Morris | 1090 | Denville Township K-8 School District | 716 | $7,160.00 |
| 27 | Morris | 2650 | Lincoln Park School District | 365 | $3,650.00 |
| 27 | Morris | 2870 | Madison Public School District | 704 | $7,040.00 |
| 27 | Morris | 3240 | Mine Hill Township School District | 189 | $1,890.00 |
| 27 | Morris | 3380 | Morris Plains School District | 259 | $2,590.00 |
| 27 | Morris | 3410 | Mount Arlington Public School District | 167 | $1,670.00 |
| 27 | Morris | 3950 | Parsippany-Troy Hills Township School District | 2189 | $21,890.00 |
| 27 | Morris | 4330 | Randolph Township School District | 1281 | $12,810.00 |
| 27 | Morris | 4440 | Riverdale School District | 104 | $1,040.00 |
| 27 | Morris | 4480 | Rockaway Borough School District | 251 | $2,510.00 |
| 27 | Morris | 4490 | Rockaway Township School District | 975 | $9,750.00 |
| 27 | Morris | 5770 | Wharton Borough School District | 291 | $2,910.00 |
| 29 | Ocean | 230 | Beach Haven School District | 23 | $230.00 |
| 29 | Ocean | 320 | Berkeley Township School District | 1122 | $11,220.00 |
| 29 | Ocean | 1150 | Eagleswood Township School District | 74 | $740.00 |
| 29 | Ocean | 2350 | Island Heights School District | 73 | $730.00 |
| 29 | Ocean | 2360 | Jackson Township School District | 1829 | $18,290.00 |
| 29 | Ocean | 2500 | Lakehurst School District | 157 | $1,570.00 |
| 29 | Ocean | 2520 | Lakewood Township School District | 1137 | $11,370.00 |
| 29 | Ocean | 2760 | Long Beach Island Consolidated School District | 96 | $960.00 |
| 29 | Ocean | 3800 | Ocean Gate School District | 63 | $630.00 |
| 29 | Ocean | 3820 | Ocean Township School District | 253 | $2,530.00 |
| 29 | Ocean | 4190 | Plumsted Township School District | 303 | $3,030.00 |
| 29 | Ocean | 4710 | Seaside Heights School District | 79 | $790.00 |
| 29 | Ocean | 5020 | Stafford Township School District | 1226 | $12,260.00 |
| 31 | Passaic | 1920 | Haledon Public School District | 383 | $3,830.00 |
| 31 | Passaic | 2700 | Little Falls Township Public School District | 397 | $3,970.00 |
| 31 | Passaic | 3970 | Passaic City School District | 3066 | $30,660.00 |
| 31 | Passaic | 4400 | Ringwood School District | 405 | $4,050.00 |
| 31 | Passaic | 5570 | Wayne Township Public School District | 2124 | $21,240.00 |
| 31 | Passaic | 5690 | Woodland Park School District | 475 | $4,750.00 |
| 33 | Salem | 60 | Alloway Twp School District | 108 | $1,080.00 |
| 33 | Salem | 1350 | Elsinboro Township School District | 50 | $500.00 |
| 33 | Salem | 2950 | Mannington Township School District | 67 | $670.00 |
| 33 | Salem | 3860 | Oldmans Township School District | 106 | $1,060.00 |
| 33 | Salem | 4075 | Pennsville School District | 488 | $4,880.00 |
| 33 | Salem | 4635 | Salem County Special Services School District | 27 | $270.00 |
| 33 | Salem | 5320 | Upper Pittsgrove Twp School District | 138 | $1,380.00 |
| 33 | Salem | 5910 | Woodstown-Pilesgrove Regional School District | 335 | $3,350.00 |
| 35 | Somerset | 240 | Bedminster Township Public School District | 161 | $1,610.00 |
| 35 | Somerset | 490 | Bound Brook School District | 516 | $5,160.00 |
| 35 | Somerset | 2170 | Hillsborough Township Public School District | 1820 | $18,200.00 |
| 35 | Somerset | 3670 | North Plainfield School District | 976 | $9,760.00 |
| 35 | Somerset | 4805 | Somerset County Educational Services Commission School District | 13 | $130.00 |
| 35 | Somerset | 4815 | Somerset Hills Regional School District | 312 | $3,120.00 |
| 35 | Somerset | 4850 | South Bound Brook Public School District | 185 | $1,850.00 |
| 35 | Somerset | 5470 | Warren Township School District | 693 | $6,930.00 |
| 35 | Somerset | 5540 | Watchung Borough School District | 289 | $2,890.00 |
| 37 | Sussex | 1560 | Frankford Township Consolidated School District | 207 | $2,070.00 |
| 37 | Sussex | 1630 | Fredon Township School District | 94 | $940.00 |
| 37 | Sussex | 1800 | Green Township School District | 155 | $1,550.00 |
| 37 | Sussex | 1930 | Hamburg School District | 105 | $1,050.00 |
| 37 | Sussex | 1980 | Hampton Township School District | 149 | $1,490.00 |
| 37 | Sussex | 2240 | Hopatcong Borough School District | 446 | $4,460.00 |
| 37 | Sussex | 2490 | Lafayette Township School District | 88 | $880.00 |
| 37 | Sussex | 3590 | Newton Public School District | 363 | $3,630.00 |
| 37 | Sussex | 5105 | Northern Hills Academy School District | 3 | $30.00 |
| 37 | Sussex | 3840 | Ogdensburg Borough School District | 105 | $1,050.00 |
| 37 | Sussex | 4650 | Sandyston-Walpack Consolidated School District | 78 | $780.00 |
| 37 | Sussex | 4960 | Sparta Township Public School District | 916 | $9,160.00 |
| 37 | Sussex | 5030 | Stanhope School District | 129 | $1,290.00 |
| 37 | Sussex | 5100 | Sussex-Wantage Regional School District | 480 | $4,800.00 |
| 39 | Union | 310 | Berkeley Heights School District | 590 | $5,900.00 |
| 39 | Union | 850 | Clark Township Public School District | 632 | $6,320.00 |
| 39 | Union | 980 | Cranford Public School District | 1078 | $10,780.00 |
| 39 | Union | 1710 | Garwood Boro | 152 | $1,520.00 |
| 39 | Union | 2660 | Linden Public School District | 1759 | $17,590.00 |
| 39 | Union | 3395 | Morris-Union Jointure Commission School District | 26 | $260.00 |
| 39 | Union | 3470 | Mountainside School District | 330 | $3,300.00 |
| 39 | Union | 3560 | New Providence School District | 635 | $6,350.00 |
| 39 | Union | 4290 | Rahway Public School District | 1090 | $10,900.00 |
| 39 | Union | 5245 | Union County Educational Services Commission | 18 | $180.00 |
| 39 | Union | 5810 | Winfield Township | 60 | $600.00 |
| 41 | Warren | 70 | Alpha Borough School District | 85 | $850.00 |
| 41 | Warren | 280 | Belvidere School District | 76 | $760.00 |
| 41 | Warren | 400 | Blairstown Elementary Township School District | 221 | $2,210.00 |
| 41 | Warren | 1620 | Franklin Township School District | 108 | $1,080.00 |
| 41 | Warren | 1670 | Frelinghuysen Township School District | 56 | $560.00 |
| 41 | Warren | 1785 | Great Meadows Regional School District | 274 | $2,740.00 |
| 41 | Warren | 2040 | Harmony Township School District | 58 | $580.00 |
| 41 | Warren | 2250 | Hope Township School District | 56 | $560.00 |
| 41 | Warren | 2470 | Knowlton Township School District | 92 | $920.00 |
| 41 | Warren | 2790 | Lopatcong Township School District | 268 | $2,680.00 |
| 41 | Warren | 2970 | Mansfield Township Elementary School District | 295 | $2,950.00 |
| 41 | Warren | 3890 | Oxford Township School District | 97 | $970.00 |
| 41 | Warren | 4200 | Pohatcong Township School District | 118 | $1,180.00 |
| 41 | Warren | 5480 | Washington Borough School District | 275 | $2,750.00 |
| 41 | Warren | 5780 | White Township Consolidated School District | 114 | $1,140.00 |
| 80 | Charters | 6076 | Benjamin Banneker Preparatory Charter School | 160 | $1,600.00 |
| 80 | Charters | 6100 | Bridgeton Public Charter School | 108 | $1,080.00 |
| 80 | Charters | 6022 | Burch Charter School of Excellence | 232 | $2,320.00 |
| 80 | Charters | 6107 | Camden's Promise Charter School | 718 | $7,180.00 |
| 80 | Charters | 6101 | College Achieve Central Charter School | 439 | $4,390.00 |
| 80 | Charters | 7891 | College Achieve Greater Asbury Park Charter School | 151 | $1,510.00 |
| 80 | Charters | 7892 | College Achieve Paterson Charter School | 414 | $4,140.00 |
| 80 | Charters | 6021 | Community Charter School Of Paterson | 399 | $3,990.00 |
| 80 | Charters | 6089 | Compass Academy Charter School | 121 | $1,210.00 |
| 80 | Charters | 6102 | Cresthaven Academy Charter School | 306 | $3,060.00 |
| 80 | Charters | 6410 | East Orange Community Charter School | 347 | $3,470.00 |
| 80 | Charters | 6420 | Elysian Charter School | 132 | $1,320.00 |
| 80 | Charters | 6103 | Empowerment Academy Charter School | 480 | $4,800.00 |
| 80 | Charters | 6430 | Englewood On the Palisades Charter School | 130 | $1,300.00 |
| 80 | Charters | 6665 | Gray Charter School | 156 | $1,560.00 |
| 80 | Charters | 6635 | Greater Brunswick Charter School | 178 | $1,780.00 |
| 80 | Charters | 6041 | Hatikvah International Academy Charter School | 309 | $3,090.00 |
| 80 | Charters | 6720 | Hoboken Charter School District | 89 | $890.00 |
| 80 | Charters | 6036 | Hoboken Dual Language Charter School | 201 | $2,010.00 |
| 80 | Charters | 6740 | Hope Academy Charter School | 121 | $1,210.00 |
| 80 | Charters | 6810 | International Charter School Of Trenton | 72 | $720.00 |
| 80 | Charters | 6910 | Jersey City Community Charter School | 259 | $2,590.00 |
| 80 | Charters | 6093 | Jersey City Global Charter School | 247 | $2,470.00 |
| 80 | Charters | 6915 | Jersey City Golden Door Charter School | 293 | $2,930.00 |
| 80 | Charters | 6099 | Link Community Charter School | 125 | $1,250.00 |
| 80 | Charters | 7735 | Maria L. Varisco-Rogers Charter School | 260 | $2,600.00 |
| 80 | Charters | 6069 | Millville Public Charter School | 128 | $1,280.00 |
| 80 | Charters | 7290 | New Horizons Community Charter School | 117 | $1,170.00 |
| 80 | Charters | 6029 | Newark Educators Community Charter School | 85 | $850.00 |
| 80 | Charters | 7320 | North Star Academy Charter School | 2168 | $21,680.00 |
| 80 | Charters | 7893 | Ocean Academy Charter School | 244 | $2,440.00 |
| 80 | Charters | 7500 | Pace Charter School of Hamilton | 216 | $2,160.00 |
| 80 | Charters | 6025 | Paul Robeson Charter School For The Humanities | 50 | $500.00 |
| 80 | Charters | 6106 | Philips Academy Charter School Of Paterson | 366 | $3,660.00 |
| 80 | Charters | 6094 | Phillips Academy Charter School | 326 | $3,260.00 |
| 80 | Charters | 7540 | Princeton Charter School | 175 | $1,750.00 |
| 80 | Charters | 6104 | Principle Academy Charter School | 253 | $2,530.00 |
| 80 | Charters | 7727 | Ridge And Valley Charter School | 60 | $600.00 |
| 80 | Charters | 6026 | Riverbank Charter School Of Excellence | 153 | $1,530.00 |
| 80 | Charters | 7730 | Robert Treat Academy Charter School | 314 | $3,140.00 |
| 80 | Charters | 6058 | Roseville Community Charter School | 239 | $2,390.00 |
| 80 | Charters | 7830 | Soaring Heights Charter School | 123 | $1,230.00 |
| 80 | Charters | 7325 | Team Academy Charter School | 2229 | $22,290.00 |
| 80 | Charters | 7890 | Teaneck Community Charter School | 180 | $1,800.00 |
| 80 | Charters | 6030 | The Ethical Community Charter School School District | 161 | $1,610.00 |
| 80 | Charters | 7600 | The Queen City Academy Charter School District | 107 | $1,070.00 |
| 80 | Charters | 8140 | The Village Charter School | 160 | $1,600.00 |
| 80 | Charters | 6081 | Thomas Edison Energysmart Charter School | 199 | $1,990.00 |
| 80 | Charters | 8010 | Union County Teams Charter School-High School/College La | 71 | $710.00 |
| 80 | Charters | 6028 | Vineland Public Charter School | 162 | $1,620.00 |

Appendix B- Universal Literacy Screening Criteria

**Universal Literacy Screener Evaluation Worksheet**

The criteria listed below outline the minimum requirements for Universal Literacy Screeners to meet New Jersey’s standards for an appropriate screener tool, in accordance with P.L. 2024 c.52. Use the worksheet to evaluate whether the tool meets each criterion. Please refer to the technical manual provided by the screener vendor to confirm the information required for this evaluation.

**Criterion 1: Assessment of research-based indicators:** When evaluating a tool, it must assess the following skill areas at each grade level, as indicated by the check box. Place a mark in the box if the tool meets the criterion.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Letter** **Naming** | **Phonemic Awareness** | **Phonics &**  **Decoding** | **Oral Reading Fluency** | **Comprehension** |
| **Kindergarten** | 𝩋 | 𝩋 | 𝩋 |  |  |
| **Grade 1** | 𝩋 | 𝩋 | 𝩋 | 𝩋 |  |
| **Grade 2** |  |  | 𝩋 | 𝩋 | 𝩋 |
| **Grade 3** |  |  | 𝩋 | 𝩋 | 𝩋 |
| **Grades 4+** |  |  |  | 𝩋 | 𝩋 |

Review the following criteria, indicate yes or no and provide evidence for each criterion.

|  |  |  |
| --- | --- | --- |
| **Criterion** | **Yes/No** | **Findings/Decisions** |
| **Criterion 2:** Time efficient (less than 10 minutes per student) |  |  |
| **Criterion 3:** Sufficiency of items for assessing each skill |  |  |
| **Criterion 4:** Requires student oral production responses for letter/sound, word reading, and reading connected text |  |  |
| **Criterion 5:** Ease of administration and scoring |  |  |
| **Criterion 6:** Use of standardized scoring rules |  |  |
| **Criterion 7:** Use of common skills criteria for benchmark attainment |  |  |
| **Criterion 8:** Availability of companion progress monitoring tools |  |  |
| **Criterion 9:** Evidence of reliability and validity |  |  |
| **Criterion 10:** Evidence of Accuracy in predicting reading proficiency |  |  |
| **Consideration for Diverse Learners:** Available in other languages, in addition to English. |  |  |

Some screening tools also assess oral language skills, which can provide valuable insights into students’ language comprehension and other potential risk factors. For universal screening systems without measures of oral language skills, a brief rating scale can be used by teachers as an efficient means of screening for potential oral language concerns (e.g., Developmental Language Disorder). Additional oral language assessments can be administered to students for which educators suspect potential oral language weaknesses.

This criterion was developed and adapted through the **New Jersey Tiered System of Supports – Early Reading (NJTSS-ER) Project** that aligns with evidence-based literacy assessment practices. It reflects research, expert input, and stakeholder feedback from the Working Group on Student Literacy to support effective instruction and intervention for a full range of learners.