

## SECTION C: WISCONSIN LDS PROJECT—BUDGET NARRATIVE

### Overall

Wisconsin's budget reflects our prior experience managing multi-year data system grants and leverages a mixture of new, existing, and contract staff to provide flexibility throughout the four-year period and to ensure that skills are matched to the work necessary for each outcome described in the Project Narrative. In this budget narrative, we first describe the costs in each reporting category for the entire grant. We then describe a detailed breakdown of costs specific to each proposed outcome. Each outcome is accompanied with a sub-budget table which describes the costs in each grant year by category.

#### 1. Personnel

The proposal includes hiring 1.0 FTE Project Manager for two key purposes:

- A. The Project Manager is needed to work across all outcomes and years. This person is responsible for ensuring all coordination, communications, reporting, and compliance actions are taken for project success. The Project Manager will work closely with the Applications Development Manager, the scrum master, the product owner, and business area staff to ensure all are engaged appropriately in carrying out the work. The Project Manager will serve as the primary liaison with the grant program officer to ensure all program requirements are met and that the appropriate level of communication is maintained throughout the entire grant timeline.
- B. The Project Manager will also serve as the primary liaison to UW-Madison for all activities associated with the research and evaluation activities. This includes logistical and communications tasks. A key aspect of this work is ensuring that there is alignment and coherence to the agency research agenda, especially as it supports the agency's equity driven mission on building continuous improvement capacities of regional and local education agencies. Therefore, the Project Manager will work closely with DPI's existing Research Analysts who monitor and maintain DPI's research agenda as part of their normal job duties.

The new Project Manager will be classified as a project position for the length of the grant. The position will be hired as soon as possible after the grant award is made. The position will charge to the project based on salary and fringe benefit rates.

Personnel costs related to IT development work are not included in this category. At DPI, IT work is funded by a chargeback model. Developers, regardless of whether they are contractors or permanent staff, are charged back to the program area that is developing the application. These costs are included within the *Contractual* budget line (see description below). All other DPI staff serving as leads for project Outcomes will be serving as in-kind contributions to the grant.

## **2. Fringe Benefits**

DPI's current fringe rate for all staff is 42.48%. This will be charged for all new and existing staff on the grant proportional to the amount of time they work on the grant.

## **3. Travel**

Travel costs are billed equally between the four Outcomes. DPI includes plans for the Project Manager and an additional senior staff member to attend the annual grantee meeting put on by the U.S. Department of Education for 3 days and 2 nights. Also included are costs for the Project Manager to attend two Council of Chief State School Officers Educational Information Management Advisory Committee meetings during the course of the project length. Travel expense reimbursements are made on the basis of actual and reasonable expenditures.

Payments are governed by Wisconsin State Statutes and Travel Regulations. Travel estimates are based on past accounting experience, past experience traveling to the annual SLDS grantee meeting, and allowable travel expenses based on the State of Wisconsin travel regulations.

The subcontracts with IRP and WCER also include travel funds for research staff and have included this travel within the cost of those contracts. For purposes of this proposal format, those travel costs are embedded as part of the Contractual budget line item for Outcome 4.

## **4. Equipment**

Not applicable.

## **5. Supplies**

Not applicable.

## **6. Contractual**

For Outcomes 1 through 3, the Contractual costs consist of the standard DPI IT chargeback rates. Using our Agile Scrum project planning approach, and using estimates from previous projects of a similar scope, we estimate each of Outcomes 1 through 3 to be large projects extending roughly 12 months in duration. We have on average 4 staff assigned to each Agile Scrum team. Combining the duration of each project with the number of staff at the standard chargeback rate, we arrive at the budget estimates presented below.

For Outcome 4, DPI proposes a subcontract with the UW-Madison. Wisconsin boasts one of the top education research centers in the world in the Wisconsin Center for Education Research (WCER) and the sole federally funded National Poverty Research Center in the United States in the Institute for Research on Poverty (IRP). Close collaboration with both is needed to strengthen our research-practice partnership and facilitate research projects enabled by and aligned to the priorities of this larger grant proposal (data infrastructure and school choice). The total subcontract amount by year is below. Detailed information on the expenditures in this subcontract by category is included in the outcome-by-outcome breakdown of the budget.

<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Total UW Subcontract</b>
\$130,871	\$147,174	\$148,326	\$143,061	\$569,433

## **7. Indirect Costs**

Indirect costs are applied based our negotiated Indirect Cost Rate Agreement with DOE per 34CFR 75.563 and 34 CFR 76.563. The current Restricted rate for 7/1/19-6/30/20 applied to the MTDC base is 6.5%.

## **8. Other**

This includes Fixed costs and IT desktop charges: DPI distributes fixed cost as a direct cost to each fund source based on salary dollars. Cost for office supplies, telephones, liability insurance, workers comp insurance, rent, copies, printing and postage are placed in a cost pool and allocated to all revenue sources. These costs are direct in nature and are a result of salaried employees. The US Department of Education Office of Chief Financial Officer has approved this methodology of allocating fixed cost as a direct cost and DPI has been following this procedure for many years. Each fiscal year this rate is adjusted based on actual salary dollars and fixed costs in the cost pool. IT desktop charges includes the cost to maintain and support each desk space with a computer hardware and software.

## **9. Training Stipends**

Not applicable.

### **Cost Breakdown by Outcome**

#### **Outcome 1: Rebuild Enterprise Database and School Directory Application**

The costs for this outcome are those associated with project coordination, travel for required grant related conferences, and application development expenses through the standard agency chargeback accounting system.

<b>Outcome 1</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Personnel	\$19,000	\$19,000	\$19,000	\$19,000
Fringe Benefits	\$8,071	\$8,071	\$8,071	\$8,071
Travel	\$3,000	\$0	\$0	\$1,000
Equipment	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Contractual	\$100,000	\$400,000	\$70,000	\$0
Construction	\$0	\$0	\$0	\$0

Other	\$9,643	\$9,643	\$9,643	\$9,643
Total Direct Costs	\$139,714	\$436,714	\$106,714	\$37,714
Indirect Costs	\$9,081	\$28,386	\$6,936	\$2,451
Training Stipends	\$0	\$0	\$0	\$0
Total Costs	\$148,795	\$465,100	\$113,650	\$40,165

### **Outcome 2: Integration of DPI's Education Choice Systems**

The costs for this outcome are those associated with project coordination, travel for required grant related conferences, and application development expenses through the standard agency chargeback accounting system.

<b>Outcome 2</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Personnel	\$19,000	\$19,000	\$19,000	\$19,000
Fringe Benefits	\$8,071	\$8,071	\$8,071	\$8,071
Travel	\$0	\$3,000	\$0	\$1,000
Equipment	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Contractual	\$100,000	\$200,000	\$400,000	\$0
Construction	\$0	\$0	\$0	\$0
Other	\$9,643	\$9,643	\$9,643	\$9,643
Total Direct Costs	\$136,714	\$239,714	\$436,714	\$37,714
Indirect Costs	\$8,886	\$15,581	\$28,386	\$2,451
Training Stipends	\$0	\$0	\$0	\$0
Total Costs	\$145,600	\$255,295	\$465,100	\$40,165

### **Outcome 3: Streamlining the PI-1563 Membership Collection**

The costs for this outcome are those associated with project coordination, travel for required grant related conferences, and application development expenses through the standard agency chargeback accounting system.

<b>Outcome 3</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Personnel	\$19,000	\$19,000	\$19,000	\$19,000
Fringe Benefits	\$8,071	\$8,071	\$8,071	\$8,071
Travel	\$0	\$0	\$3,000	\$1,000
Equipment	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Contractual	\$0	\$0	\$200,000	\$400,000
Construction	\$0	\$0	\$0	\$0
Other	\$9,643	\$9,643	\$9,643	\$9,643
Total Direct Costs	\$36,714	\$36,714	\$239,714	\$437,714
Indirect Costs	\$2,386	\$2,386	\$15,581	\$28,451
Training Stipends	\$0	\$0	\$0	\$0
Total Costs	\$39,100	\$39,100	\$255,295	\$466,165

**Outcome 4: Institutionalized partnership structure between DPI and UW-Madison connecting research, evaluation, and practice**

The costs for this outcome are those associated with project coordination and contracted services from UW-Madison. The contract estimates include initial budget estimates from WCER and IRP.

<b>Outcome 4</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Personnel	\$19,000	\$19,000	\$19,000	\$19,000
Fringe Benefits	\$8,071	\$8,071	\$8,071	\$8,071
Travel	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Contractual	\$130,871	\$147,174	\$148,326	\$143,091
Construction	\$0	\$0	\$0	\$0
Other	\$9,643	\$9,643	\$9,643	\$9,643
Total Direct Costs	\$167,585	\$183,888	\$185,040	\$179,805
Indirect Costs	\$3,938	\$3,958	\$4,033	\$4,017
Training Stipends	\$0	\$0	\$0	\$0
Total Costs	\$171,523	\$187,846	\$189,073	\$183,822

## **UW-Madison Contract Details**

### Personnel

All persons who work regularly for the Center are placed on the University of Wisconsin payroll in accordance with established University procedures. Titles and stipends are regulated and approved by Center management, the Dean of the School of Education, Madison Campus and University Central Administration. Salaries for professorial and professional staff are based on current salaries. Merit increments are calculated each year at 3% effective fall semester for professorial staff and 3% effective July 1st for professional staff and graduate assistants.

Dr. Annalee Good (10%, Years 1-4), Wisconsin Evaluation Collaborative (WEC) Co-Director and Director of the WCER Clinical Program will be project lead at WCER. She will oversee deliverables related to the Research and Evaluation Partnership outcome. She will be a member of the REP working group, supervise graduate students working on the rapid response projects, and will provide general methodological and content consultation on rapid response projects.

Dr. Steve Kimball (5%, Years 1-4), WEC Co-Director, will be a member of the REP working group and assist in strategizing and organizing research and evaluation convenings. He also will provide general methodological and content consultation on rapid response projects.

Dr. Brad Carl (5%, Years 1-4), WEC Co-Director, will be a member of the REP working group and assist in strategizing and organizing research and evaluation convenings. He also will provide general methodological and content consultation on rapid response projects.

Dr. Eric Grodsky (4%, Years 1-4), Professor of Sociology and Intern Director for ITP, will be a member of the REP Working Group and assist in coordinating and supervising graduate students working on “rapid response projects”.

Dr. Percival Matthews (4%, Years 1-4), Associate Professor of Educational Psychology and Co-Director of WCER Fellows, will be a member of the REP Working Group and assist in coordinating and supervising graduate students working on “rapid response projects”.

Dr. Hilary Shager (up to 5%, Years 1-4): Associate Director of the Institute for Research on Poverty, will be a member of the REP working group and assist in strategizing and organizing research and evaluation convenings.

Members of REP Working Group (up to 5%, Years 1-4): We request funds to support UW-Madison faculty or academic staff to be members of the REP working group to consult on research agendas, partnership coordination, convenings, and selection of rapid response project topics. Percentage will be dependent upon whether they also are involved in rapid response projects.

WEC Project Manager (15%, Year 1; 10%, Year 2; 7%, Years 3-4): We request funds to support a portion of WEC outreach and project management staff to assist in coordinating convenings,

managing the logistics of rapid response projects, and assist in the development of report and dissemination formats and platforms that will lead to the greatest accessibility and use.

Project Assistant (35%, Years 1-4): We request funds to cover a graduate project assistant who will assist in coordinating briefings and presentations of rapid response projects, and the dissemination of these project findings and reports into platforms usable by Wisconsin educators (i.e., WISELearn).

Graduate Student Hourlies (250 hours, Year 1; 400 hours, Years 2 & 3; 400 hours, Year 4): We request funds to cover the time of graduate students doing data collection, analysis and dissemination related to the rapid response projects, paid on an hourly basis.

### Fringe Benefits

Fringe benefit rates vary by employee classification. Classifications and rates are established by UW-Madison. In recent years, fringe benefit rates have increased consistently on an annual basis and are increased slightly following June 30.

### Travel

We request travel funds for a trip (airfare, hotel, per diem) to one research conference per year to disseminate findings related to both the REP work itself, as well as the rapid response projects. We also request funds to cover day trips within the state to better facilitate dissemination and coordination with educators and communities.

### Supplies

We request funds to purchase necessary research supplies including a computer to assist in project coordination, as well as data collection, data analysis and dissemination of rapid response projects.

### Tuition

We request funds to cover tuition remission associated with the one project assistant.

### Indirect Costs

The Educational Technical Assistance Act of 2002 requires that funds made available under the SLDS grant program be used to supplement, and not supplant, other State or local funds used for developing or using State data systems. The cost rate that States should use for indirect costs for SLDS funding is the restricted cost rate, as opposed to the unrestricted cost rate. According to EDGAR section 76.563, this requirement also extends to their subgrantees and this budget includes an indirect cost rate of 8% on total direct costs.

## Proposed UW-Madison Subcontract

### UW-MADISON SUBCONTRACT

#### DPI SLDS

#### 4-Year Summary (1/1/20 - 12/30/23)

	<u>YEAR 1</u> <u>1/20-12/20</u>	<u>YEAR 2</u> <u>1/21-12/21</u>	<u>YEAR 3</u> <u>1/22-12/22</u>	<u>YEAR 4</u> <u>1/23-12/23</u>	<u>TOTAL</u> <u>BUDGET</u>
<b>TOTAL SALARIES AND WAGES</b>	\$79,452	\$92,220	\$92,757	\$88,588	\$353,017
<b>FRINGE BENEFITS</b>	\$24,602	\$28,930	\$29,459	\$28,632	\$111,623
<b>TRAVEL</b>					
1. Domestic & Local	\$2,273	\$2,273	\$2,273	\$2,024	\$8,843
<b>TOTAL TRAVEL</b>	\$2,273	\$2,273	\$2,273	\$2,024	\$8,843
<b>OTHER DIRECT COSTS</b>					
1. Materials and supplies	\$2,350	\$350	\$350	\$750	\$3,800
6. Other	\$12,500	\$12,500	\$12,500	\$12,500	\$50,000
<b>TOTAL OTHER DIRECT COSTS</b>	\$14,850	\$12,850	\$12,850	\$13,250	\$53,800
<b>TOTAL DIRECT COSTS</b>	\$121,177	\$136,273	\$137,339	\$132,494	\$527,283
<b>INDIRECT COSTS</b>					
WCER (3.3%)	\$4,054	\$4,559	\$4,595	\$4,432	\$17,639
UW (4.7%)	\$5,640	\$6,343	\$6,393	\$6,166	\$24,541
<b>TOTAL INDIRECT COSTS</b>	\$9,694	\$10,902	\$10,987	\$10,597	\$42,180
<b>TOTAL DIRECT AND INDIRECT</b>	\$130,871	\$147,175	\$148,326	\$143,091	\$569,463