Application Template for 2025 Parent Pathways Grant Program

This is **not** the official grant application. This is a template provided to help applicants collaborate with partners, organize submission information, and draft responses prior to completing the application in the Pennsylvania Department of Education (PDE) eGrants system.

Parent Pathways grant applications must be submitted via the PDE eGrants system no later than 2:00 PM on Monday, February 3, 2025.

To apply:

1. Review the 2025 Parent Pathways Grant Request for Application. All applicants must meet the requirements outlined in this document.
2. If you do not have access to eGrants, please request access by filling out the eGrants Request Form. Please allow at least one week after submission of this form to obtain access.
3. Review the application questions below and coordinate with partner(s) to answer the application questions.
4. Only one proposal will be accepted from each institution. Applicants may not apply as a consortium. For campuses with multiple locations, the main campus should complete the application. If awarded, funds may be distributed to additional locations as deemed appropriate.
5. Applications that do not include all required information as stated on the application will not be considered for funding.
6. PDE reserves the right to contact applicants to request or recommend amendments to the proposal or budget for further consideration of the grant application.
7. Direct questions to RA-EDPPLN@pa.gov.
8. Submit the completed application via the eGrants system by 2:00 PM on Monday, February 3, 2025.

Area 1. Applicant Information
1. Institution Name:
2. Mailing Address:
3. City:
4. State:
5. Zip Code:
6. Project Director Name:
7. Project Director Title:
8. Project Director Email Address:
9. Project Director Phone Number:
10. Number of Enrolled Students:
    - *Help Button Text: The institution can use data submitted from their latest IPDES submission.*
11. Number of Parenting Students Living on Campus (if applicable):

Area 2. Program Information

Project Overview - In this section, the institution will provide the project overview, including the title of the project, estimated start date (no sooner than **June 1, 2025**), estimated completion date (no later than **May 31, 2026**), estimated total project cost, and grant amount requested.

1. Project Title:
2. Estimated Start Date (no sooner than June 1, 2025):
3. Estimated Completion Date (no later than May 31, 2026):
4. Estimated Total Project Cost:
5. Grant Amount Requested:

Area 3. Narratives

Proposal Narrative – The proposal narrative addresses the institution's specific plans to implement the proposed programs. The institutions should ensure their response is detailed and provide specific examples of how the initiative will be further developed on campus and include the mentioned eligible programming options above. These should also be related to the policy recommendations of the Parent Pathways Learning Network which include Data, Food and Housing Security, Child Care, and Financial Aid. Institutions are encouraged to upload letters of commitment for proposed partners and how they will be instrumental in the execution of the proposed goals/objectives. The narrative should also address how their IHE supports their parenting learners and how they are planning to implement or expand supports in the coming year.

Select the eligible program(s) the institution is seeking funding for:

☐ Parent Services Funding

☐ Parenting Student Scholarships

☐ Emergency Funding

Provide a detailed narrative on the proposed goals/objectives the institution plans to execute. The narrative should explain how the Parent Pathways initiative will be implemented or further developed on campus and include the mentioned eligible programming options. Institutions are encouraged to upload letters of commitment for proposed partners and how they will be instrumental in the execution of the proposed goals/objectives.
Help Text: These should also be related to the policy recommendations of the Parent Pathways Learning Network, which include Data, Food and Housing Security, Childcare, and Financial Aid.

Expected Outcome - In this section, the institution will tie each specific goal or objective stated in the goals/objectives section of this application to an expected outcome —what the institution hopes to see happen to show that the objective was met. The institution should state the expected outcomes in measurable terms, including baseline information and expected improvements, and explain how program impact will be assessed. Prior recipients are asked to address outcomes from prior Parent Pathways grant years and how the institution plans to build on those outcomes.

Area 4. Budget

Instruction - Provide a budget that demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the Parent Pathways program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: Round amounts to the nearest whole dollar. All budgets will be reviewed to evaluate appropriateness and connection to proposed grant activities and goals.*

Function	Object	Description of Services	Total Amount

Purchased Professional and Technical Services - Provide a budget that demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the Parent Pathways program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

Contracted Services - Provide a budget that demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the Parent Pathways program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

Supplies - Provide a budget that demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the Parent Pathways program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

Equipment - Provide a budget that demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the Parent Pathways program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

Budget Narrative - Provide an explanation of the proposed budget items and how they relate to the objectives of your proposal. Ensure that the budget narrative demonstrates how funds will be used equitably for supporting parenting students.

Budget Summary - Displays a read-only table showing totals by function/object codes.
*Displays a **read-only** table showing totals by function/object codes.*

	100 Salaries	200 Benefits	300 Purchased Professional and Technical Services	500 Other Purchased Services	600 Supplies	700 Property	800 Other Objects	Totals
1000 – Instruction	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
2000 – Support Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
3000 – Operation of Non-Instructional Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
Totals	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Compliance Obligations - All grantees will be required to sign a grant agreement with PDE. All grant funds must be spent, and services performed/products received on or before **May 31, 2026**. PDE shall seek repayment of funds if it determines that funds were not utilized for the originally stated and approved purpose. Grantees will be required to submit reports in the eGrants system on forms supplied by PDE. Final Expenditure Reports must be submitted no later than **June 30, 2026**. Grantees are also expected to participate in PDE evaluation research, including staff interviews and student surveys. Are you able to meet these compliance obligations?
- ☐ Yes – we are able to meet compliance obligations
- ☐ No – we are not able to meet compliance obligations