

# **Maryland State Department of Education**

## **FY 2010 State Board Budget Review**

**August 2008**

### **Addenda**

- **Response to the Board's Request for information on the SAI application process**
- **Details on the New SAI Applicants**

**Maryland State Department of Education**  
**Division for Leadership Development**  
**State Aided Education Institutions Program (SAI)**

**Application Process**

The application process for the State Aided Education Institutions Program (SAI) is a multi-step, year-round process with the major activities beginning on April 1st of each year and ending in September. Institutions that are currently in the program, as well as new applicants, are required to submit the **“The Application for Qualification as a State Aided Education Institutions.”** For FY 2010, forty-seven applications were received requesting Augmentation/Enhancement funds (31 from the currently funded SAIs and 16 new applicants). In addition the 38 currently funded institutions are required to complete the application process for baseline funds, annually, for a total of 85 applications being reviewed for FY 2010. Criteria for institutions to qualify include program quality and alignment with Department priorities, program impact, funding requests, projected service numbers and safety factors.

**Fiscal Impact Statements**

Submitting a **Fiscal Impact Statement (FIS)** form to request Augmentation/ Enhancement funds is the first step in the application process. This form describes the educational program, the services to be provided and identifies the educational objectives, performance measures, and expected accomplishments of the program.

On April 1<sup>st</sup> the Fiscal Impact Statement form is sent to the currently funded institutions and new applicants that have inquired about the program throughout the year. New applicants find out about the program from the Department’s website ([marylandpublicschools.org/MSDE/divisions/leadership/programs/SAI](http://marylandpublicschools.org/MSDE/divisions/leadership/programs/SAI)), from legislators, institution advocates, program participants and by word of mouth. When new applicants inquire about the SAI program, contact information is gathered and a file is created for the next fiscal year’s budget process. The SAI specialist also shares basic information about the SAI program and asks the new applicants to submit a letter describing the program and the amount of funds that will be requested. All new applicants are sent the FIS form on April 1<sup>st</sup>. New applicants, from the prior year, that did not receive SAI funding, are also included in the application process and sent the

form. The FIS forms are due to the SAI program office by May 1<sup>st</sup>. A list of the institutions and the funding amounts requested are submitted to the MSDE budget office in May. The Application for Qualification is sent to the institutions upon receipt of the FIS. Completing the Application for Qualification is the second step in the application process.

### **Application Review Process**

Applications are due to the SAI program office on June 1<sup>st</sup>. Each application is checked to be sure the application is complete. Institutions are called to submit missing information. The application provides documentation according to the following criteria:

- The Institution is governed by an Independent Board. (Board of Trustees list)
- The Institution is a non-profit organization. ([501©(3)] certification)
- The Institution has an annual independent audit. (copy of most recent audit)
- The institution has liability insurance coverage (copy of insurance coverage)
- More than fifty percent (50%) of the Institution's operating budget is generated from sources other than State Grants. (list of State grants including requested SAI funds)
- The Institution provides a direct service to Maryland School groups or provides a direct service to individuals with disabilities. (Service numbers provided, by local school system and program materials.)

Applications are reviewed by Division staff, content specialists and a cross-divisional panel. The content specialists' reviews are focused on the viability of the requesting program to support the priorities of the Department and to be aligned with the Voluntary State Curriculum and Skills for Success. Division staff and the cross-divisional panel review the applications to assure the institutions are meeting the criteria listed above and the program is supportive of Department priorities. Materials to support the deliberations of the panel include a summary of the Division staff and content specialists' reviews, funding history of those requesting funds, the panels' individual reviews and the applications. The inter-divisional panel's funding recommendations are presented to the State Superintendent for consideration.

## Feedback to Applicants

All applicants requesting Augmentation/Enhancement funding are informed by letter of the State Board's decision by early September. Those institutions that are recommended for funding are informed of the funding amount. New applicants that are not recommended for funding are also informed of the decision by letter. The letter outlines specific reasons why the application was not approved for funding. In addition, the institution is encouraged to contact the SAI specialist, who provides technical assistance on upgrading the application for the next year. The state Specialist is also available to conduct a site visit of the program and give feedback.

## Programs and Service Numbers

The 38 SAI programs provide a variety of experiential, hands-on opportunities for Maryland students and teachers. Programs vary from one day experiences, outreach programs in the schools, overnight experiences to regular program experiences throughout the year.

Tables I and II show the numbers of students, teachers and chaperones served during FY 2007 with SAI funds and those served without SAI funds. This is the last complete year of services available and is provided in the FY 2010 application. Table I shows the services provided to public and non-public schools in Maryland. The public school numbers include charter schools and the non-public numbers include home schools and day care programs. The total numbers for public schools and non-public schools maintain the approximate percentages of public school students to non-public school students in Maryland. This 80 to 20 percentage for public school to non-public schools is an expectation followed by the SAIs. In addition to being aware of the public and non-public services, the SAIs are also asked to target schools with at-risk populations, i.e. Title I schools. Each year the SAIs are given the list of Title I schools. During FY 2007 the SAI funds provided experiences for over **480,649** students, teachers and chaperones/adults and served over 1,000 Title I schools.

These institutions are committed to serving Maryland students and teachers; Table II shows their support beyond the SAI funding. The institutions served an additional **479,021** students, teachers and chaperones/adults. These institutions provided over **900,000** educational experiences for Maryland students, teachers and chaperones/adults.

**Table I**

Maryland State Department of Education  
 State Aided Educational Institutions Program (SAI)  
 FY 2007 Public and Non-Public Numbers Served with SAI Funds

Organization	Public Schools*				Non-Public Schools**				GRAND TOTAL	Title I Schools Served
	Students	Teachers	Chaperones	TOTAL	Students	Teachers	Chaperones	TOTAL		
Alice Ferguson Foundation	2,459	210	472	3,141	506	42	141	689	3,830	22
Alliance of Southern Prince George's Communities, Inc.	683	60	223	966	0	0	0	0	966	4
American Visionary Art Museum	2,283	413	0	2,696	217	87	0	304	3,000	0
B & O Railroad Museum	4,071	342	671	5,084	950	87	318	1,355	6,439	27
Baltimore Museum of Industry	15,416	1,142	1,904	18,462	3,062	239	612	3,913	22,375	25
Baltimore Symphony Orchestra	25,568	0	745	26,313	9,390	0	376	9,766	36,079	38
Best Buddies	1,340	84	0	1,424	66	5	0	71	1,495	3
Chesapeake Bay Foundation, Inc.	9,308	686	597	10,591	4,310	530	148	4,988	15,579	41
Chesapeake Bay Maritime Museum	1,332	235	0	1,567	714	225	0	939	2,506	7
Citizenship Law-Related Education for the Schools of Maryland	2,535	235	171	2,941	496	34	26	556	3,497	0
CollegeBound Foundation	5,830	26	0	5,856	0	0	0	0	5,856	0
Dyslexia Tutoring Program	525	75	0	600	128	12	0	140	740	48
Echo Hill Outdoor School	2,437	184	0	2,621	0	0	0	0	2,621	0
Historic Sotterley Foundation	1,119	53	154	1,326	407	38	93	538	1,864	3
Imagination Stage, Inc.	15,881	843	1,061	17,785	0	0	0	0	17,785	73
Jewish Museum of Maryland	2,653	175	127	2,955	0	0	0	0	2,955	11
Junior Achievement of Central MD	701	32	152	885	13	1	4	18	903	8
Living Classrooms Foundation	14,185	1,368	0	15,553	0	0	0	0	15,553	50
Maryland Academy of Sciences/Maryland Science Center	70,539	5,219	10,324	86,082	17,186	1,631	5,300	24,117	110,199	75
Maryland Historical Society	13,688	431	86	14,205	1,312	50	20	1,382	15,587	11
Maryland Humanities Council	14,039	314	0	14,353	0	0	0	0	14,353	0
Maryland Leadership Workshops	2,614	0	0	2,614	0	0	0	0	2,614	0
Maryland Mentoring Partnership/State Mentoring Resource Ctr	5,010	1,477	0	6,487	0	0	0	0	6,487	41
Maryland MESA	2,508	211	154	2,873	144	5	3	152	3,025	32
Maryland Zoo in Baltimore	40,814	3,865	8,125	52,804	8,135	1,053	2,551	11,739	64,543	134
National Aquarium in Baltimore	37,089	7,736	0	44,825	1,721	454	0	2,175	47,000	110
National Museum Ceramic Art	2,300	30	0	2,330	0	0	0	0	2,330	3
Olney Theatre Center for the Arts	7,973	283	68	8,324	1,505	92	10	1,607	9,931	0
Outward Bound	697	100	0	797	78	16	0	94	891	6
Port Discovery, The Baltimore Children's Museum	18,335	3,165	0	21,500	2,560	787	0	3,347	24,847	0
Salisbury Zoo Commission	5,925	323	1,015	7,263	1,714	159	98	1,971	9,234	30
South Baltimore Learning Center	1,028	0	0	1,028	0	0	0	0	1,028	0
Sultana Projects, Inc.	1,050	75	75	1,200	0	0	0	0	1,200	14
SuperKids Camp	1,069	100	0	1,169	0	0	0	0	1,169	89
The National Great Blacks in Wax Museum	5,214	234	266	5,714	0	0	0	0	5,714	73
Village Learning Place, Inc.	2,275	51	72	2,398	0	0	0	0	2,398	2
Walters Art Museum	4,000	134	400	4,534	1,000	33	100	1,133	5,667	61
Ward Museum of Wildfowl Art	5,250	355	651	6,256	1,765	131	237	2,133	8,389	16
<b>TOTALS</b>	<b>349,743</b>	<b>30,266</b>	<b>27,513</b>	<b>407,522</b>	<b>57,379</b>	<b>5,711</b>	<b>10,037</b>	<b>73,127</b>	<b>480,649</b>	<b>1,057</b>

\* Includes Charter Schools  
 \*\* Includes Home Schools

Source: FY 2010 Application for Qualification as a State Aided Educational Institution

Revised: 8/18/2008

**Maryland State Department of Education**  
**FY 2007 Services to Maryland Students and Teachers**  
**Not Funded by State Aided Educational Institutions Program (SAI)**

**Table II**

INSTITUTION	Students	Teachers	Chaperones/ Adults	TOTALS
Alice Ferguson Foundation	2,200	220	430	2,850
Alliance of Southern P.G. Communities	0	0	0	0
American Visionary Art Museum	1,515	80	505	2,100
B & O Railroad Museum	1,901	0	124	2,025
Baltimore Museum of Industry	52,813	3,125	9,402	65,340
Baltimore Symphony Orchestra	31,228	0	1,047	32,275
Best Buddies	467	236	45	748
Chesapeake Bay Foundation	0	0	0	0
Chesapeake Bay Maritime Museum	1,200	50	0	1,250
Citizenship Law-Related Education	2,789	247	181	3,217
Collegebound Foundation	3,830	0	0	3,830
The Dyslexia Tutoring Program, Inc.	0	0	0	0
Echo Hill Outdoor School	2,437	184	0	2,621
Historic Sotterley Foundation	3,940	347	781	5,068
Imagination Stage	2,108	62	80	2,250
Jewish Museum of Maryland	2,198	565	210	2,973
Junior Achievement of Central Maryland	7,115	339	1,388	8,842
Living Classrooms Foundation	4,998	684	0	5,682
Maryland Academy of Sciences	56,805	6,676	0	63,481
Maryland Historical Society	62,548	1,947	599	65,094
Maryland Humanities Council	14,039	314	0	14,353
Maryland Leadership Workshops	1,166	0	0	1,166
Maryland Mentoring Partnership	46,174	14,207	0	60,381
Maryland MESA	0	0	0	0
Maryland Zoo in Baltimore	18,834	41	6,924	25,799
National Aquarium in Baltimore	29,396	4,785	0	34,181
National Great Blacks in Wax Museum	11,250	335	410	11,995
National Museum of Ceramic Art	10,500	40	0	10,540
Olney Theatre for the Arts	0	0	0	0
Outward Bound	775	116	0	891
Port Discovery	15,728	2,621	0	18,349
Salisbury Zoo	4,704	35	252	4,991
South Baltimore Learning Center	551	0	0	551
Sultana Projects	1,262	85	289	1,636
SuperKids Camp	0	0	0	0
Village Learning Place, Inc.	1,957	44	62	2,063
Walters Art Museum	15,464	157	157	15,778
Ward Museum	5,623	381	697	6,701
<b>TOTALS</b>	<b>417,515</b>	<b>37,923</b>	<b>23,583</b>	<b>479,021</b>



**MARYLAND STATE DEPARTMENT OF EDUCATION**  
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**FY 2010 NEW SAI APPLICANTS DESCRIPTIONS**  
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**SUPERINTENDENT'S RECOMMENDATION**

Name of Institution	Program Description and Recommendations from Panel Meeting (6-17-08)	Augmentation Req./Rec.
<b>Previously Approved by the State Board: Recommend for Funding in FY 2010</b>		
<b>Chesapeake Bay Environmental Center (CBEC)</b>	<p>CBEC offers educational programs focusing on the conservation and ecology of wetlands. Programs are designed to 1) allow students and teachers to participate in restoration and conservation projects in the field and 2) to support stewardship efforts in schools and on school property. Students gain skills in applying science in solving problems and making personal decisions about issues affecting the individual, society and the environment. Requested funds will serve approximately 7,000 more students to increase service to 19,000 and increase service to 250 more teachers for a total of 500 teachers.</p> <p><b>RECOMMENDATION: \$15,000 to increase student services.</b> CBEC was recommended by the State board in FY08 &amp; FY09 for \$20,000 each year.</p>	<p>Req.: \$200,000</p> <p>Rec.: \$15,000</p>
<b>Chesapeake Bay Field Lab, Inc. (CBFL)</b>	<p>The Chesapeake Bay Field Lab offers a variety of natural and cultural history field trips on an authentic skipjack of the historic fleet and one of the last four oyster shucking houses in Southern Maryland. Educational programming is geared toward 5th – 9th graders and aligns with the Voluntary State Curriculum in science and social studies pre-K -12. Requested funds will serve approximately 6,500 students and 480 teachers from 7 local school systems.</p> <p><b>RECOMMENDATION: \$15,000 to increase student services.</b> CBFL was recommended by the State Board in FY 08 and 09 for \$20,000 per year. The program received \$20,000 in FY 08 using funds other than those from the State Aided Educational Institutions program.</p>	<p>Req.: \$147,700 (in FIS-requested \$245,000)</p> <p>Rec.: \$15,000</p>
<b>Environmental Science (Grades 1- 12)</b>		



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Name of Institution	Program Description and Recommendations from Panel Meeting (6-17-08)	Augmentation Req./Rec.
<b>Irvine Nature Center</b>  <b>Environmental Science (Pre-K – 12)</b>	<p>The Irvine Nature Center is a 31 year old non-profit environmental education organization that offers programs of environmental studies and natural science that are aligned with the Voluntary State Curriculum. Funding is requested to support three experiential and interactive educational programs: School Field Trips, Nature in the Classroom and Schoolyard Discovery in their new Central Maryland location. Requested funding will serve approximately 10,955 students and 335 teachers from 8 local school systems.</p> <p><b>RECOMMENDATION: \$15,000 to increase student services.</b> Irvine Nature Center was recommended by the State Board in FY 08 and FY 09 for \$20,000 per year.</p>	Req.: \$45,000  Rec.: \$15,000
<b>Maryland BioLab (MDBioLab)</b>  <b>Science (High School 9-12)</b>	<p>MDBioLab is a mobile bioscience laboratory designed to increase bioscience literacy in Maryland's high school students and encourage them to consider pursuing careers in science. The mobile lab stays at each school for one week and is available to all Maryland public high schools free of charge. Two scientists lead classes through cutting edge lab experiments aligning with the Maryland Science Core Learning Goals and the STEM Program while using state-of-the-art equipment. Requested funds will serve approximately 8,000 students and 200 teacher/chaperones from 15 local school systems. MD BioLab hosts the Governor's Academy of Science for Biology.</p> <p><b>RECOMMENDATION: \$15,000 to increase student services.</b> MD BioLab was recommended by the State Board in FY 08 for \$20,000.</p>	Req.: \$122,908  Rec.: \$15,000
<b>New Applicants Recommended for Funding in FY 2010</b>		
<b>Pyramid Atlantic Art Center</b>  <b>Fine Arts (Grades 1 – 12)</b>	<p>Pyramid Atlantic's <i>Making Connections and Discoveries</i> brings arts education workshops to children K-12 at their schools and at Pyramid's studios in Silver Spring. Working directly with professional artists, children are engaged through the arts learning new forms of self-expression, building visual literacy skills, developing art techniques and skills, and experimenting with media and ideas. Teacher professional development is also offered to classroom teachers. These programs focus on integrating art and literacy through book making. Requests will double services from 500 to 1,260 students.</p> <p><b>RECOMMENDATION: \$15,000 to increase student services.</b></p>	Req.: \$85,000  Rec.: \$15,000



Name of Institution	Program Description and Recommendations from Panel Meeting (6-17-08)	Augmentation Req./Rec.
<b>US Hispanic Youth Entrepreneurship (USHYEE)</b>  <b>Career/Life Skills (Grades 9-12 High School)</b>	<p>USHYEE provides Hispanic youth with comprehensive and innovative tools, leading to enhanced opportunities for building successful individuals and successful businesses. The program is well designed using financial and business-related content to increase entrepreneurship awareness and skill levels among students, teachers and parents. USHYEE's <i>Achieve Form</i> plans to serve 500 students and 400 teachers/chaperones with SAI funds.</p> <p><b>RECOMMENDATION: \$15,000 to expand the program.</b></p>	<p>Req.: \$200,000</p> <p>Rec.: \$15,000</p>
<b>Young Audiences of Maryland, Inc. (YA)</b>	<p>Young Audiences of Maryland, Inc. strives to ensure that the arts are integrated into the life and education of every child in the state of Maryland. YA achieves this goal by providing live performances, hands-on-workshops, in-depth arts experiences, and professional development of the highest artistic level for Maryland's students and teachers. In FY 07 YA served 226,265 students and teachers/chaperones. The program is a strong hands-on fine arts program and is integrated across the curriculum. With SAI funds, YA will serve an additional 12,000 students in 22 local school systems.</p> <p><b>RECOMMENDATION: \$15,000 to increase services to students.</b></p>	<p>Req.: \$44,000</p> <p>Rec.: \$15,000</p>
<b>Not Recommended for Funding</b>		
<b>Anacostia Watershed Society</b>  <b>Environmental Science (Grades 1-12)</b>	<p>Anacostia Watershed provides an environmental education program to increase awareness, knowledge, skills, and a sense of stewardship that will result in changes in behavior of Maryland's waterways. Using SAI funds, the Society will provide in-class education, field experiences, and service-learning restoration opportunities to 360 students and 14 educators in Montgomery and Prince George's counties.</p> <p><b>NOT RECOMMENDED</b></p>	<p>Req.: \$100,000</p> <p>Rec.: \$0</p>



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Name of Institution	Program Description and Recommendations from Panel Meeting (6-17-08)	Augmentation Req./Rec.
<b>Arts on Stage</b>	Arts on Stage provides professional productions from all over the world for Maryland students and teachers at various locations throughout the state. Programs are educationally focused based on the various content areas. SAI funds will be used to service <b>17,350</b> students and <b>400</b> teachers in Anne Arundel, Baltimore, Carroll, Frederick, Harford, Howard, Prince George's, and Worcester Counties as well as Baltimore City.	Req.: \$72,000
<b>Fine Arts (Pre-K-12)</b>	<b>NOT RECOMMENDED</b>	Rec.: \$0
<b>Baltimore Opera Company</b>	The Baltimore Opera Company's (BOC) focus is a three-fold <i>Opera to Go, Opera in the Curriculum</i> and <i>Student Matinee</i> . The program serves approximately 40,000 students and <i>Opera in the Curriculum</i> 1,300 students. BOC requests funds to develop the <i>Student Matinee</i> for students to attend a performance with a total student audience/question & answer session afterward with the characters from the opera. BOC plans to serve <b>20,000</b> students and <b>400</b> teachers from <b>60</b> title one schools, from <b>5</b> local school systems with SAI funds.	Req.: \$100,000
<b>Fine Arts (Pre-K-12)</b>	<b>NOT RECOMMENDED</b>	Rec.: \$0
<b>Big Brothers Big Sisters of Central MD &amp; Lower Eastern Shore</b>  <b>Mentoring-Social /Academic (Grades 9-12)</b>	The proposed program, <i>b4Students Program</i> , will serve Maryland public high school students in need of academic support and social enrichment. The program will provide 90 adult volunteer mentors who will do one-on-one mentoring. The program will serve 90 students in 12 high schools. (Currently the program is only in Baltimore City; however the application mentioned expansion.)  <b>NOT RECOMMENDED</b>	Req.: <b>\$100,000</b> (In FIS requested: <b>\$200,000</b> )  Rec.: \$0



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Name of Institution	Program Description and Recommendations from Panel Meeting (6-17-08)	Augmentation Req./Rec.
<b>Eubie Blake National Jazz Institute &amp; Cultural Center</b>	<p>Eubie Blake Center seeks to bring creative expression and urban consciousness to Baltimore and the State of Maryland through visual and performing arts education and development opportunities for students and teachers. <i>The Cultural Arts Program</i> operates a 3 week MSDE Gifted and Talented summer program for 50 students funded by MSDE as part of the Gifted and Talented Program. SAI funds will allow the Center to enhance school curricula and encourage innovative teaching practices as well as contribute to the development of the expansion of the arts outside of the classroom. SAI funds will service <b>3,000</b> students and <b>100</b> teachers.</p> <p><b>NOT RECOMMENDED</b></p>	<p>Req.: \$100,000</p>
<b>Fine Arts (Grades 4-8)</b> <b>National Foundation for Teaching Entrepreneurship, Inc.</b>	<p>NFTE, through entrepreneurship education, helps young people from low-income communities in Baltimore City Public Schools (FY 07 worked with <b>515</b> students, 45 chaperones, 12 teachers) start and run their own businesses. NFTE plans to purchase texts, technology for classroom, train teachers, take field trips (New York City), and provide start-up capital for student businesses. NFTE plans to expand to <b>3,900</b> students and <b>235</b> teachers/chaperones in FY 10 with SAI funds. Vague and incomplete alignment with VSC and MFR outline exists in the proposal. Proposal seems to offer similar programs that currently exist in school curriculums. FY10 Projected operating budget is incomplete and unclear about how the funds will be used.</p> <p><b>NOT RECOMMENDED</b></p>	<p>Rec.: \$0</p> <p>Req.: \$200,000</p>
<b>Business Education/Career/ Life Skills (Grades 6-12)</b>	<p><b>NOT RECOMMENDED</b></p>	<p>Rec.: \$0</p>
<b>Sports Legends Museum at Camden Yards</b>	<p>The Sports Legends Museum uses biographical sketches and photographs of the more than 200 athletes inducted into the Maryland Athletic Hall of Fame for a two-pronged program focusing on teamwork and character development. The on-site program includes a docent-led tour and a group writing exercise. With SAI funds, the Museum will serve approximately <b>2,556</b> students and <b>149</b> teachers for free admission, and pre-visits for teachers (train the trainer), direct mail, and other forms of publicity.</p> <p><b>NOT RECOMMENDED</b></p>	<p>Req.: \$26,000</p> <p>Rec.: \$0</p>
<b>Social Studies/Language Arts (Grades 1 - 8)</b>	<p><b>NOT RECOMMENDED</b></p>	<p>Rec.: \$0</p>



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Name of Institution	Program Description and Recommendations from Panel Meeting (6-17-08)	Augmentation Req./Rec.
<b>ThorpeWood, Inc.</b>	<p>ThorpeWood (TW) is a mountain retreat serving the education and development needs of at-risk elementary and middle school youth. Currently TW services 62 students, 16 teachers, and 42 parents/chaperones in Baltimore City and Frederick County. TW is requesting funds to expand the Boy's Reading Club, an educational support partnership with Southwest Baltimore Charter School (SBCS). The mission of the Boy's Reading Club education enrichment program is to address and correct the reading deficits of low reading level, low income African American males. This expanded program would serve 24 students, 4 teachers, 15 chaperones, 36 parents/caregivers in one school. Funds would be used to hire P.T.E. staff at ThorpeWood and SBCS.</p>	Req.: \$50,000
<b>Reading Program (Grades 1-8)</b>	<p><b>NOT RECOMMENDED</b></p>	Rec.: \$0
<b>World Artists Experiences (WAE)</b>	<p>WAE plans to use SAI funds to provide students with immersion experiences for cultural ambassadors &amp; administrators in schools; international art exchanges with materials &amp; artists in residence; educational packages for celebrating International Month.</p>	Req.: \$62,000
<b>Fine Arts/History (Grades 1-12)</b>	<p><b>NOT RECOMMENDED</b></p>	Rec.: \$0