Plan Overview

A Data Management Plan created using DMPTool-Stage

DMP ID: https://doi.org/10.48321/D1D88G

Title: Talent Search

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Affiliation: University of North Texas (unt.edu)

Funder: United States Department of Education (ed.gov)

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Project abstract:

The University of North Texas, located in Denton, Texas, proposes a cooperative
partnership with two school districts to sponsor a five-year Talent Search Program for eligible
students in two (2) middle schools and three (3) high schools in North Texas. The target area is
made up of two high poverty rural areas: (1) parts of the city of Denton, a mid-sized town located
just north of the Dallas-Fort Worth area; and (2) Gainesville, a small, rural, isolated town just north
of Denton. These low achieving schools are not being served by another Talent Search Program.
The need for a Talent Search Project in the proposed target area is well-documented.
15,246 families are living below 150% of the poverty level with children who would be eligible
for the Talent Search program, and 64% of the target school students qualify for the free and
reduced lunch program. 73% of adults living in the target area do not have a college degree. The
target school dropout rate (19%) is 8% more than the "flagship" school in the area. 26% of target
school students fail to persist, the graduation rate is 76% and only 43% of graduates enroll in
college.
The proposed project will provide eligible participants with specific mandated services
such as tutoring, academic skill workshops, individualized mentoring and coaching, college tours
and assistance with FAFSA to support them in attaining their educational goals.
The project will also address Talent Search Competitive Preference Priorities (CPP) 1, 2
and 3 as follows: 1) CPP1 - Job Shadow Career Day(s) will be held to instruct students in time
management, job seeking, and interpersonal skills, 2) CPP2 – a STEM camp will be offered to
increase access to coursework in Computer Science, and 3) CPP3 – "Summer Melt" will be

addressed by having college students mentor UNT TS seniors the summer after high school graduation to assist them to follow through with postsecondary enrollment in the fall

Start date: 08-31-2021

End date: 08-30-2026

Last modified: 08-07-2023

Copyright information:

Talent Search

Student Records Management and Security

In accordance with the requirements specified in the Education Department General Administrative Regulations (EDGAR) and Talent Search Program guidelines, the Project Director will maintain and secure accurate records relating to program requirements and performance for a period of three years from the date of submission of the final expenditure report. Participant records will be maintained in paper files and secure electronic database files in the Talent Search Administrative Office.

Physical (paper) files will be considered confidential and maintained in secure and locked filing cabinets in the UNT Talent Search Administrative Office as per the guidelines of the Family Educational Rights and Privacy Act (FERPA). Individual participant files will contain the following information and any other data deemed pertinent by the Director:

1. UNT Talent Search Student Application and Needs Assessment
2. Student Eligibility and Income Verification documents

University of North Texas (c) Plan of Operation

3. Verification of Eligibility and Selection Form – Rationale for Selection
4. GRADS Individual Education Plans
5. Report Cards/Transcripts and Diploma/Certificate Documents
6. College Acceptance/Verification of Enrollment

All participants' records detailing program services provided will be documented in the project database. The UNT TS Project plans to contract with Lacai Student Contact Management System designed specifically for TRIO programs. The contract will ensure cyber safety and technical support for student electronic files. Lacai uses industry standard 256-bit AES encryption (SSL) supported by all major web browsers to provide a secure connection between staff computers and the Lacai database system server. Student information is also encrypted on the server with 256-bit AES encryption as an extra layer of protection. Servers are behind a firewall and actively monitored for intrusions. From this system, the Project Director will generate rosters, student service reports, contact logs and other data relevant to the delivery of services. Quarterly internal audits will be conducted to ensure accurate delivery and documentation of project services and activities.

All UNT TS Staff will be trained on the guidelines stated in the Family Educational Rights and Privacy Act (FERPA) to protect the privacy of participants' educational records.

Question not answered.

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All matters pertaining to Talent Search student data will be managed by all staff members complying with UNT Code of Ethics as well as all ED regulations and legislature pertaining to this topic.

Question not answered.

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Question not answered.

None.

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Data will not be shared with any entity who does not have an educational purpose for the information. Data will be shared, only if needed, with the Denton ISD and the Gainesville ISD school district administrators. Data will be shared in a FERPA approved manner.

Question not answered.

Talent Search staff and Talent Search Director

Question not answered.

Planned Research Outputs

Dataset - "Department Of Education Annual Performance Report"

All data entered into the Talent Search Lacai Database Management System will result in an annual report detailing total numbers of certain categories such as ethnicity groups or the number of participants who submitted a FAFSA. The data output will not be assigned to a name or ID number.

Planned research output details

Title	Type	Anticipated release date	Initial access level	Intended repository(ies)	Anticipated file size	License	Metadata standard(s)	May contain sensitive data?	May contain PII?
Department Of Education Annual Performance Report	Dataset	2021-11-08	Open	None specified		None specified	None specified	No	No