



2023-2025 Title I, 1003 ESF-Focused Support Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 21, 2023

NOGA ID

Authorizing legislation

This LOI application must be submitted via email to loiapplications@tea.texas.gov.

The LOI application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, April 21, 2023**.

Grant period from

Pre-award costs permitted from

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
2. Pathway 1: Pathway 1 Supplemental Attachment
3. Pathway 2: Pathway 2 Supplemental Attachment
4. Memo of Discussion

NOTE: All applicants MUST submit an appropriate Supplemental Pathway Attachment for EACH CAMPUS on behalf of which the applicant is applying.

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

Applicant Information

Organization CDN Campus ESC UEI

Address City ZIP Vendor ID

Primary Contact Email Phone

Secondary Contact Email Phone

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

- LOI application, guidelines, and instructions
- Debarment and Suspension Certification
- General and application-specific Provisions and Assurances
- Lobbying Certification

Authorized Official Name Title

Email Phone

Signature Date

Shared Services Arrangements

Shared services arrangements (SSAs) are NOT permitted for this grant.

Number of Campuses Included in this Application

Pathway 1	<input type="text" value="1"/>
Pathway 2	<input type="text" value="0"/>

Statutory/Program Assurances

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2023-2025 Title I, ESF-Focused Support Grant Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2023-2025 Title I, ESF-Focused Support Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 5. The applicant provides assurance that they accept and will comply with the requirements of [Every Student Succeeds Act Provisions and Assurances](#).
- 6. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.
- 7. Title I served Federally Identified campuses awarded this grant will engage in the Effective Schools Framework (ESF) continuous improvement process and create a plan to be submitted to TEA that addresses the selected pathway aligned to the Essential Actions (EA) from the ESF.
- 8. The applicant ensures it will notify the Vetted Improvement Program provider of intent to apply and, if awarded, will work in good faith with the Vetted Improvement Program.
- 9. The applicant will identify a campus leader, on each awarded campus, who will be responsible for managing the grant project.

Statutory/Program Assurances, cont'd.

- 10. The applicant will provide access to TEA and its Vetted Improvement Partners for on-site visits to the district and campus(es) as appropriate.
- 11. The applicant provides assurance it will participate in all grant requirements including but not limited to an ESF Self-Assessment and ESF Diagnostic, developing a Targeted Improvement Plan, and submission of funding and pathway progress reports.
- 12. The applicant provides assurance it will provide awarded campuses access to grant funding and funding information in a timely manner, so that funding can be used to meet the needs and action steps of the campus during the grant period.

Summary of Program

1. Describe how the LEA will support campus(es) in carrying out school improvement activities, including how the LEA will help develop a Targeted Improvement Plan for the eligible campus(es) selected for this grant.

The DCSI and the superintendent will support the campuses in implementing school improvement activities by:

- 1) Working with the campus leadership team to create an ESF-aligned improvement plan that reflects district goals. The DCSI will coordinate with the CLT to review the recommendation from the 2022-2023 ESF diagnostic conducted by ESC 08 staff and to verify the essential actions are included in the improvement plan.
- 2) The ESF-aligned improvement plan will be monitored for implementation and needed adjustment during each cycle will be made to ensure an environment of continuous improvement. The DCSI and CLT will meet quarterly to review adjustments needed to the improvement plan.
- 3) The district commits to supporting the Texas Instructional Leadership process with dedicated professional development, on-site observation and feedback processes for campus administrators, teacher support, and support by the ESC for administrators and the DCSI.

2. Describe how the LEA will monitor schools receiving the ESF-Focused Support Grant, including how the LEA will: (a) Monitor Targeted Improvement Plans upon submission and during implementation, and (b) Implement additional actions as needed to meet barriers and challenges, after the first year of the grant cycle.

The DCSI and superintendent will commit to the following efforts to support the ESF-aligned improvement efforts:

- 1) The ESF-aligned improvement plan will be monitored for implementation and needed adjustment during each cycle to ensure an environment of continuous improvement. The DCSI and CLT will meet quarterly to review adjustments need to the improvement plan.
- 2) The CLT will engage in Data-Driven Instruction training under the Texas Instructional Leadership model and will use the best practices to support improved instruction.
- 3) TEKS-aligned common assessments will be tracked by quarters along with benchmarks and reported to the DCSI and superintendent for review towards meeting goals in the campus improvement plan.
- 4) Due to close-monitoring and coaching, early detection of potential issues can be addressed and adjustments made.
- 5) Using the processes of DDI and coaching through TIL, the CLT will monitor and report the success to LEA leadership concerning:
 - a) Daily lesson plans include aligned objectives, activities, and exit tickets
 - b) Daily lesson plans are aligned to the scope and sequence, the daily objective is aligned to the standard(s), and all lesson activities are aligned to the formative assessment in rigor and scope
 - c) Teachers consistently engage students with effective instructional materials with key ideas, essential questions, recommended resources, and content relevant and responsive to students' background (when applicable) in each content area

Goals, Objectives, and Strategies, Performance and Evaluation

1. Describe how the LEA will modify, as appropriate, practices and policies to provide operational flexibility to the awarded campus, that enables full and effective implementation of the Effective Schools Framework Essential Actions and aligned Targeted Improvement Plan.

The LEA has chosen the TEKS Resource System, TEXGuide, and ITRS as their primary curriculum for planning instruction, and a few state-adopted textbooks are used for planning lessons. TEKS-aligned assessments are administered each nine weeks and benchmarks are administered twice per year. According to the ESF diagnostic conducted during the 2022-2023 school year, the use of aligned and rigorous instructional materials for daily lessons, formative assessment and exit tickets is lacking. Teachers are purchasing materials that are not aligned to state standards or the rigor of the state assessment, and there is a lack of connection between daily instruction and grade level standards. The LEA is providing the campus leaders the flexibility through the process of implementation of TIL and DDI to incorporate campus-wide high-quality instructional materials that are aligned to research-based instructional strategies, and meet the needs of all students, including special populations.

Along with the flexibility to implement the high-quality instructional materials, the LEA will support the campus's efforts in implementing Data-Driven Instruction with fidelity:

- 1)The campus administrators will actively participate in TIL training sessions and work with the TIL coach to coordinate on-going coaching model throughout the grant to ensure the practices and essential actions are being implemented with integrity and providing the desired results.
- 2)Campus leaders will be expected to establish procedures and processes under TIL/DDI to support the review of disaggregated data while tracking the progress of students.
- 3)Quarterly meetings with the DCSI and the campus administrators will be scheduled at the beginning of they school year to dedicate time to review the tracking of data, look for trends, and make adjustments.
- 4)Regularly scheduled PLCs will continue on the campuses with teachers meeting by grade level and subject for both vertical and horizontal alignment.
- 5)Teachers will receive the training needed to implement the high-quality instructional materials and to make data driven decisions based on mastery of skills.

Budget Narrative

1. Describe how the proposed budget will meet the needs and goals of the program, including staffing, supplies and materials, contracts, travel, etc. Include a short narrative describing how adjustments will be made in the future to meet needs.

The proposed budget is designed to provide maximum support for students, teachers and campus administrators who are entering into the 2023-2024 school year with understanding to provide aggressive student monitoring and targeted high-quality instructional material to address educational gaps.

The planned budget for the ESF grant will support the following:

- 1) Texas Instructional Leadership costs to focus on campus leadership coaching support in data-driven instruction and support
- 2) Since daily use of high-quality instructional materials is a need as indicated on the 2022-2023 diagnostic, not only will the campus teachers receive professional development on implementing high-quality instructional materials, but money will be budgeted to receive hard copies. Other materials and supplies needed to meet the goal of the grant will be included.
- 3) Stipends are part of the planned budget expense to honor the additional teacher commitment for summer professional learning.
- 4) Travel expenses to attend grant required events.

Budget Narrative, cont'd.

2. Describe how the LEA will ensure campus leaders have direct access to grant funding to ensure alignment to the Targeted Improvement Plan.

The campus leaders will have access to the grant funding as soon as the NOGA is received. Using our finance software, they will be able to enter requisitions to obtain purchase orders. Once the purchase orders are generated, the campus leaders can procure any and all items approved in the grant that ensures alignment to the targeted improvement plan.

Equitable Access and Participation

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this program.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this program.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group		Barrier	
Group		Barrier	
Group		Barrier	
Group		Barrier	

Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section

Reason for Amendment