



**2021-2023 Title I, 1003 ESF-Focused Support Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 21, 2021**

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, 2021**.

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 Pathway Attachment
3. Pathway 2: Pathway 2 Supplemental Pathway Attachment

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 DUNS

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

RFA # SAS #

[Redacted]

[Redacted]

SAS #

[Redacted]

RFA #

- 9. For all pathways, the applicant will budget at least the minimum amount indicated in the Budget Object Code 6200 - Profession and Contracted Services.
- 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.
- 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.
- 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 WCAAG 2.0 AA Accessibility Guidelines.

Act Provisions and Assurances.

- 5. The applicant provides assurance that they accept and will comply with the requirements of Every Student Succeeds
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2021-2023 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.
- 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2021-2023 Title I, ESF-Focused Support Grant Program Guidelines.
- 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.
- 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.

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.

Statutory/Program Assurances

Pathway 2	0
Pathway 1	4

Number of Campuses Included in this Application

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

Shared Services Arrangements

Amendment #

Vendor ID

CDN

Statutory/Program Assurances, cont'd.

- 10. The applicant will identify a campus leader, on each awarded campus, who will be responsible for managing the grant project.
- 11. The applicant will provide access to TEA and its Vetted Improvement Partners for on-site visits to the district and campus(es) as appropriate.
- 12. The applicant will attend and participate in grant orientation meetings, technical assistance meetings, other periodic meetings of grantees, and sharing of best practices through the TEA program office.
- 13. 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 web-based improvement plan, submission of funding and pathway progress reports.

1. Describe how the LEA will support campus(es) in carrying out school support and improvement activities, including how the LEA will develop a web-based improvement plan for the eligible campuses selected for this grant.

Currently, the LEA partners with 806 Technologies and utilizes Plan4Learning as the web-based platform for district and campus improvement plans. The LEA will ensure that initiatives set forth by this grant are embedded into the web-based improvement plan and that those initiatives are tracked to ensure improvement on the campuses. The LEA plans to partner with ESC 11 to incorporate the Texas Instructional Leadership (TIL) model, which will provide training and support to district and campus leaders. This partnership will provide continuous improvement and provide the LEA with tangible data to analyze and support to track improvement. TIL administrators will partner with the district coordinator of school improvement (DCSI) and campus principals to track improvement, support campuses, and grow student achievement. The LEA plans to provide the most critical of the eligible campuses, an instructional coach to support teacher development. Each instructional coach will receive a job description that is centered around the work that ESC 11 (TIL) is incorporating, and the job description will be used to analyze the job performance of those individuals. The LEA plans to utilize a number of contracted services to support teacher training, development, and curriculum alignment. Each of the campuses currently in school improvement are eligible for this grant, so the LEA plans to use the prioritized focus areas in the current targeted improvement plans to analyze growth, as well as to use initiatives covered within this grant to amend the targeted improvement plans and add to the work already started by the LEA. The LEA plans to support the campuses by using the initiatives provided by ESC 11 (TIL) and other contracted services to ensure that teachers are creating objective driven lesson plans at the right level of rigor, implementing effective teaching practices, creating and implementing effective data driven instruction protocols, and using strategies to intervene on students based on the data collected through informal and formative data assessments. The LEA will coach campus leaders on effective professional learning communities (PLCs), which will be the basis of meeting with teachers to ensure that lesson plans are implemented effectively and data is being analyzed to support student achievement.

2. Describe how the LEA will monitor schools receiving the ESF-Focused Support Grant, including how the LEA will: (a) Monitor a web-based improvement plans upon submission and during implementation, and (b) Implement additional action following unsuccessful implementation of such plan after the first year of the grant cycle.

A. Currently, the LEA partners with 806 Technologies and utilizes the Plan4Learning web-based platform for district and campus improvement planning. The campus leadership is held responsible for formative and summative reviews in the web-based plan and next steps are drafted based on the needs of the campus. The LEA will ensure that initiatives set forth by this grant are embedded into the web-based improvement plan and that those initiatives are tracked to ensure improvement on the campuses. The DCSI will ensure that all initiatives that are in place via the targeted improvement plans are also present in the Plan4Learning platform to ensure continuity of campus action steps. The district coordinator of school improvement (DCSI) will support the campuses by participating in the committee meetings to draft the plan of action for the campuses, as well as provide feedback regarding improvements and areas of growth. Based on the goals set forth in the improvement plans, the DCSI will meet with the campus leadership teams regarding ways to implement the goals and how to track the improvement of the goals on the campus level. The DCSI will be instrumental in ensuring that the targeted improvement plans that are in place incorporate the goals set forth by this grant opportunity and that campuses are fully implementing the work set forth by the Texas Instructional Leadership (TIL) model, contracted services, evaluating campus fidelity and utilization of campus instructional specialists and instructional materials purchased to support student achievement. The LEA will coach campus leaders on effective professional learning communities (PLCs), which will be the basis of meeting with teachers to ensure that lesson plans are implemented effectively and data is being analyzed to support student achievement.

B. The LEA will ensure that consistent checkpoints are in place to evaluate performance, based on the goals and initiatives set forth by the grant. If the implementation is unsuccessful, the LEA will evaluate the actions taken within the first year, revamp the plan of action, and put additional supports in place to support the campuses. Additional actions and supports for the following year include frequent meetings with the campus leadership team to monitor implementation and provide specific feedback, evaluation of the contracted services provided to ensure that those services are the correct fit for the campus, and working with the Texas Instructional Leadership team to revamp the district approach if needed and evaluating the campus fidelity and utilization of campus instructional specialists.

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 aligned web-based Improvement Plan.

The LEA is committed to leadership, teacher, and student growth. The goals placed in the improvement plans will align to the district to ensure consistency and alignment. Currently, the LEA partners with 806 Technologies and utilizes the Plan4Learning web-based platform. The campus leadership is held responsible for formative and summative reviews in the web-based plan and next steps are drafted based on the needs of the campus. Campus leaders will receive support by the Texas Instructional Leadership (TIL), the same support the district leadership team will receive. The TIL team will support the LEA on the selected Effective Schools Framework (ESF) Levers and help to prioritize supports needed for each of the eligible campuses. The district coordinator of school improvement (DCSI) also serves as the principal supervisor and will ensure that initiatives put in place for the campuses align to the goals related to implementing the Effective Schools Framework Essential Actions. Each campus currently in school improvement has identified Essential Actions and is working to improve on those actions. This grant opportunity will further support those efforts and the DCSI will ensure that full implementation is occurring via meetings with the TIL team, walkthroughs on the campuses, meetings with the campus leadership teams, and aligning support for campus principals via the current targeted improvement plans and the Effective School Framework Essential Actions.

Budget Narrative

CDN 220910

Vendor ID 1756002344

1. Describe how the proposed budget will meet the needs and goals of the program, including for staffing, supplies and materials, contracts, travel, etc. If applicable, include a high-level snapshot of funds currently allocated to similar programs. Include a short narrative describing how adjustments will be made in the future to meet needs.

The LEA plans to partner with ESC 11 in an effort to implement the Texas Instructional Leadership (TIL) model to support campus principals and lesson planning and effective data driven instruction protocols. There is a significant need to support the eligible campuses with effective approaches to observation and feedback to support teacher development and student achievement. The cost over 2 years is approximately \$40,000 and will allow for all campus principals and the district coordinator of school improvement (DCSI) to receive strategic support. Due to the level of performance on multiple campuses, the LEA plans to add instructional coaches to the campuses with the greatest need, costing approximately \$237,000 for payroll for the 1.33 Full Time Equivalents (FTEs) to support the 3 eligible elementary schools over the course of the 2 years. Each of the eligible campuses within the LEA will receive funds for contracted services to support professional development and other costs associated with teacher training and development. The LEA plans to send teachers and administrators to trainings and to purchase STAR aligned materials/supplies for the campus, totaling \$68,000 spread across each of the eligible campuses. With the support of the TIL team, contracted services, and effective instructional materials, the LEA will be able to coach the leadership teams on each campus to monitor lesson planning to provide teachers with meaningful feedback, coach teachers on effective data-driven instruction protocols, and to provide the added instructional specialists with the capacity to coach teachers and support student achievement efforts on the eligible campuses. Currently, the LEA provides 5 instructional coaches for campus support with other funding sources at a cost of \$422,632 annually. The LEA plans to re-purpose one current FTE to eligible campuses and add two. Of the current and additional FTEs, 1.33 will be paid from this grant program. All others will be paid from Title 1 Basic Programs, Title 2 Supporting Effective Instruction, PIC 36 Early Childhood Allotment, and State Compensatory Education funds.

Budget Narrative, cont'd.

2. Describe how the LEA will align other Federal, State, and local resources to carry out the activities supported with funds received under this grant.

The LEA will integrate services and programs to upgrade the entire educational program, thus helping all students reach proficient and advanced levels of achievement. Based upon program intent and purpose, the LEA will coordinate programs and services that have common requirements. The LEA plans to align the goals and initiatives under this grant to the goals and initiatives currently put in place that aim to support the campuses in school improvement. The LEA plans to reserve less than the allowable 30% of the funds for instructional materials, contracted services, extra duty pay, and professional development/travel to support campuses who feed within one level from the campuses eligible for this grant opportunity. With the support of the TIL team, contracted services, and effective instructional materials, the LEA will be able to coach the leadership teams on each campus to monitor lesson planning to provide teachers with meaningful feedback, coach teachers on effective data-driven instruction protocols, and to provide the added instructional coaches with the capacity to coach teachers and support student achievement efforts on the eligible campuses.

Group		Barrier	
Group		Barrier	
Group		Barrier	
Group		Barrier	

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.

Equitable Access and Participation

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.

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Amended Section

Reason for Amendment

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