



**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

Elementary and Secondary Education Act (ESEA), P.L. 114-95, Section 1003, School Improvement

This LOI application must be submitted via email to [loiapplications@tea.texas.gov](mailto: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 **July 3, 2023-September 30, 2025**

Pre-award costs permitted from **Award Date**

**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   
Pathway 2

**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.

Mansfield ISD is a destination district committed to excellence who values students first and continuous improvement. If awarded, campuses will be supported by:

1. Newly created district role of School Improvement Officer, who will (a) collaborate with campus leaders while providing guidance and additional support of implementation of the Effective Schools Framework (ESF); (b) coordination between campus and district teams to ensure protected time is provided to campus leaders for planning and implementation of Effective Schools Framework; and (c) facilitate planning across district departments to provided campuses with additional support in an effort to carryout school improvement activities.
2. The Department of Instruction will allocate additional support through increased time to campuses from district Instructional Coaches. Coaching opportunities will be provided based on instructional needs and student achievement data to improve instructional delivery through the use of the district's curriculum. Additionally, Instructional Coaches will provide on-campus support to assist with the implementation of the ESF targeted essential actions.
3. The district will ensure professional development on research based instructional strategies are provided to awarded campuses including training on aligment of the written, taught, and tested curriculum utilizing the 3 C's model. Training will also be provided on instructional resources that aligned with campus Targeted Improvement Plan.
4. The district will participate in the creation and development of Targeted Improvement Plan by meeting with campus intervention teams to dissagregate multiple data sources, (ESF Self-Assessment, observation & evaluation data, MAP data and state assessment data), to determine specific needs to improve student outcomes.

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.

Mansfield ISD will monitor awarded campuses implementation of the Targeted Improvement Plan (TIP) by:

1. School Improvement Team, (School Improvement Officer, principal supervisor Executive Director and Area Superintendent of Curriculum & Instruction), will engage in bi-weekly instructional calibration walks with campus leaders that will include look-fors based on the district's written curriculum, learning objectives, instructional delivery and evidence of student learning. Calibration walks will be followed-up with a written summary submission to campus leaders, principal supervisors, Area Superintendent, and Associate Superintendent of Curriculum & Instruction. Summary submission will include observation feedback, fidelity of Targeted Improvement Plan implementation, and campus formative assessment data.
2. TIP Progress Monitoring Meetings will be held with School Improvement Officer and Campus Intervention Teams to evaluate implementation, progress, and identify adjustments needed in order to meet goals unique to campus student population and grant requirements. This process will include review of Essential Actions and their effectiveness student learning goals teacher capacity.
3. Ensuring campus' Cadence of Accountability (COA) teacher fidelity performance measures are aligned with TIP. Each campus will determine an area of focus for the school year. Campus leaders are expected to determine a fidelity measure of what teacher behaviors will be monitored and performance measures to determine student impact. Camp. leaders will report on fidelity and performance measures three times a year in the district's COA. This process includes presenting lead performance data to the superintendent and cabinet members.
4. Utilize campus data to identify at-risk students and provide campus tiered campus support accordingly, including but not limited to, data analysis, instructional leadership development, and defined instructional expectations. The district will review progress monitoring data and feedback from campus leaders to adjust and provide additional support to eliminate challenges found in implementation of Targeted Improvement Plan.

**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 awarded campuses will have the support and flexibility to ensure full and effective implementation in the following ways:

1. Flexibility in the professional development schedule and content to ensure targeted training based on the ESF essential actions and TIP.
  - a. Awarded campuses will be allowed to select professional development experiences that align to their essential actions and TIP plan in collaboration with the School Improvement Officer and will not be expected to adhere to some of the required district training and topics unless it aligns to the targeted goals.
2. Academic schedule flexibility to create protected time for intervention teams to collaborate and plan for implementation prior to each TIP cycle.
  - a. Awarded campuses may extend school beyond the regular school day or school week (and pay teachers for extra duty) to provide for additional learning time and student intervention.
3. Dedicated support, coaching, and leadership development by a School Improvement Officer.
  - a. Although all campuses have a principal supervisor, school improvement campuses will be provided additional support to assist the principal and ensure full/effective implementation.
4. Additional support allocated to increase the amount of time instructional coaches are on campus to assist with the implementation of the ESF essential actions targeted.
  - a. Awarded campuses will have access to an instructional coach 1 additional day per week beyond what other non-school improvement campuses are provided.
5. Increased flexibility in selection of resources and utilization of funds in collaboration with the School Improvement Officer.
  - a. The awarded campuses will be allowed to utilize school improvement funds and their campus budgets as needed to ensure the unique needs and goals of their campus are addressed and teachers are fully supported. The School Improvement Officer will review purchases to ensure alignment with the TIP plan (and grant requirements) and to make sure the purchase is high-quality and research-based.

**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 budget is developed in a manner that ensures each campus has the flexibility to meet the unique needs and goals of their campus. Awarded campuses will prioritize funding for services to support tutoring, interventions, and on-site support with students. Extra duty pay for staff is allowed to support campuses in creating flexible schedules, added collaboration, and additional professional learning opportunities in order to meet the essential actions under levers 1 and 5. Building teacher and leader capacity will be a prioritized focus of the awarded campuses therefore some travel costs have been included to support campus visits and professional development that may be requested to support the needs of the campus.

**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.

District will ensure local budget code is created to allocate funds to awarded campuses. School Improvement Officer will work closely with campus leaders to ensure flexibility and autonomy based on needs and monitor expenditures for research based training and resources that are aligned to TIP. Budget will also be reviewed with campus leaders each TIP cycle to ensure funds are utilized in a timely manner based on campus needs.

**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	<input type="text" value="Emergent Bilingual"/>	Barrier	<input type="text" value="Dialect and language barriers (Pashto-Eastern Iranian language)"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>



**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**