Arizona
Department of Education

Support and Innovation

Support and Innovation
Improved Outcomes for All

SI Grant Guidance

FY20

Contents

- **Open in GME on March 1, 2019 and close May 1, 2019;**
- **are competitive and require detailed high-quality applications;**
- **require newly (2019-20) completed CNA, root cause analyses and aligned IAP;**
- **all funded strategies and action steps must be evidence-based and aligned to CNA-RCA-IAP**

COMPREHENSIVE SUPPORT AND IMPROVEMENT (CSI) GRANT

Eligible Applicants

CSI Schools identified for low achievement. This is a competitive grant. A detailed application with all required elements and documents is required to be considered for funding.

Grant awards will not be made to Local Education Agencies (LEAs) that are out of compliance with state or federal requirements, fiscal or programmatic.

Purpose

To provide funding for CSI schools to implement the strategies and action steps in the School IAP.

Directions

1. LEA and School teams collaborate to write a strong, detailed application, provide all required documents and check and sign assurances.
   a. LEA's assigned specialist is available for assistance.
   b. Use the rubric when completing application narrative questions.
2. Application completion with all required documents and evidence in GME **by May 1, 2019** is required. Additional inquiries from ADE will not be made.
3. The application will be scored using the scoring rubric provided.
4. Seventy percent of points is required for funding.
5. LEAs will be notified of award or non-award by June 1.

Complete all sections in GME
Program Details

- FFATA and GSA Verification
- Contact Information
- Program Narrative Questions
- Assurances
- Related Documents
  - Signature Page in required related documents (required)
  - Evidence Based Summary Form/s in required related documents (required)
  - Graphs, tables and charts necessary for a complete application (optional, as needed)

Proposed Budget

Complete a *proposed* budget in GME. Be sure to include sufficient details in the narrative.

- Items must support improved student achievement and identified root causes.

- Be sure that the requests for funds are allowable. Out of state travel and large expenditures for capital items are generally not allowed. Check with your specialist, if you have questions or need assistance building your budget.

Requirements
- Completed **new** 2019-20 CNA uploaded in ALEAT
- Thorough root cause analyses (fishbones) uploaded in ALEAT
- Completed 2019-20 LEA and School IAP in ALEAT including SI required goals

Comprehensive Support and Improvement Grant Allowable Expenditures

All Comprehensive Support and Improvement School activities funded with Title I 1003 (a) School Improvement funds must be reasonable and necessary and directly related to the implementation of the LEA and School Integrated Action Plan. It must address the needs identified in the schools' Comprehensive Needs Assessment and root cause analyses and advance the overall goal to increase the academic achievement in low performing schools.

- Data driven decision-making process
- Strategies and action steps based on CNA and root cause analyses data
- Leadership Development activities
- Professional Learning activities (including conferences and related travel)
- Educational Service Provider (external provider) services based on specific needs identified in CNA and root cause analyses (selection process, scope of work and evaluation measures required)
- Supplies directly related to strategies and action steps
- Positions necessary for IAP implementation (job descriptions required)
- Off contract pay for work (above and beyond duties necessary to job function); planning committees, researching evidence-based interventions, curricula, assessments
  - Board approved hourly rate paid, must be reasonable
  - Requires time and effort logs

Generally, this grant will not fund large capital items.

This grant will NOT fund performance incentive pay or stipends.

Criteria for Compliance

Grant recipients are required to:
- Receive EPS approval for revisions prior to implementing any change in spending or program
- Submit revisions for any fiscal or programmatic change
- In accordance with sound accounting practices, LEAs are required to request reimbursements monthly.
- Keep necessary Time and Effort documentation
- Submit Completion Reports on time

Grantees failing to meet any single requirement of compliance are subject to possible funding forfeiture.

Comprehensive Support and Improvement Assurances

- Complete and submit School Comprehensive Needs Assessment (CNA) in ALEAT
- Complete thorough root cause analyses for CNA identified primary needs, submit fishbones in ALEAT
- Develop LEA and School (for each school in improvement) Integrated Action Plan (L/SIAP) as required based on the CNA and root cause analyses results submitted in ALEAT
- The L/SIAP includes meaningful evidence-based interventions to improve student achievement, Evidence Based Summary Form in GME
- Monitor, update, delete, retire or add strategies and action steps to the L/SIAP in ALEAT at least quarterly
- Ensure systems, processes, procedures, including operational flexibility are in place to actively to support Comprehensive Support and Improvement Schools
- Ensure effective organization of time for weekly professional learning communities (PLCs)
  - **If no, add strategies and action steps to L/SIAP**
- Implement a balanced assessment system including common interim/benchmark assessments at least three times a year.
- **If no, add strategies and action steps to L/SIAP**
- Implement written evidence and standards-based curriculum including materials
- **If not, add action steps to L/SIAP**
- Observation and feedback protocol implemented with fidelity
  - **If not, add strategies and action steps to L/SIAP**
- Submit quarterly interim/benchmark assessment data reports and reflective analysis in ALEAT
- Identify an LEA contact person who will oversee implementation activities, maintain contact with Support and Innovation (SI) staff, and accompany ADE SI staff during site visits at the school upon request
- If the LEA chooses an educational service provider (external provider) the LEA representative will provide ADE SI with a copy of the process for selecting external providers, job description and evaluation of educational service provider services
- Submit quarterly reimbursement requests
- LEA has written procedures to implement the requirement to minimize the time elapsing between receipt and expenditure of federal funds.
- LEA has written procedures for determining the allowability of costs
- LEA has a process ensuring equitable distribution of state funds to all schools regardless of other funding received
- I understand that at any time during the grant period, funds can be frozen or forfeited for lack of monthly reimbursement requests with evidence of use; misuse of funds; or lack of evidence of IAP implementation on the part of the school and/or LEA.
- I understand if the conditions herein are not adhered to or sufficient progress is not being made, a corrective action plan will be written and implemented.

GRADUATION RATE GRANT

Eligible Applicants

Schools identified as Comprehensive Support and Improvement Schools for low graduation rate. This is a competitive grant. A detailed application with all required elements and documents is required to be considered for funding.

Grant awards will not be made to Local Education Agencies (LEAs) that are out of compliance with state or federal requirements, fiscal or programmatic.

Purpose

To provide funding to implement Integrated Action Plan strategies and action steps to increase graduation rate.

Directions

1. LEA and School teams collaborate to write a strong, detailed application, provide all required documents and check and sign assurances.
    a. LEA's assigned specialist is available for assistance.
    b. Use the rubric when completing application narrative questions.
2. Application completion with all required documents and evidence in GME **by May 1, 2019** is required. Additional inquiries from ADE will not be made.
3. The application will be scored using the scoring rubric provided.
4. Seventy percent of points is required for funding.
5. LEAs will be notified of award or non-award by June 1.

Complete all sections in GME

Program Details

- FFATA and GSA Verification
- Contact Information
- Program Narrative Questions
- Assurances
- Related Documents
    o Signature Page in required related documents (required)
    o Evidence Based Summary Form/s in required related documents (required)
    o Graphs, tables and charts necessary for a complete application (optional, as needed)

Proposed Budget

Complete a *proposed* budget in GME. Be sure to include sufficient details in the narrative.

- Items must support improved achievement and identified root causes.
- Be sure that the requests for funds are allowable.
- Out of state travel and large expenditures for capital items are generally not allowed. Check with your specialist, if you have questions or need assistance building your budget.

Requirements

- Completed **new** 2019-20 CNA uploaded in ALEAT
- Thorough root cause analyses (fishbones) uploaded in ALEAT
- Completed 2019-20 LEA and School IAP in ALEAT including SI required goals

CSI Graduation Rate Grant Allowable Expenditures

All Comprehensive Support and Improvement School activities funded with Title I 1003 (a) School Improvement funds must be reasonable and necessary and directly related to the implementation of the LEA and School Integrated Action Plan. It must address the needs identified in the schools' Comprehensive Needs Assessment and advance the overall goal to increase graduation rate.

- Data driven decision-making process
- Strategies and action steps based on root cause/s identified for low graduation rate
    - Leadership Development
    - Professional Learning activities and related travel costs
    - Supplies directly related to action steps
- Off contract pay for work (above and beyond duties necessary to job function); planning committees, researching evidence-based interventions, curricula, assessments
    - Board approved hourly rate paid, must be reasonable
    - Requires time and effort logs

This grant will NOT fund positions, performance incentive pay or stipends or capital outlay items.

Criteria for Compliance

Grant recipients are required to:

- Receive EPS approval for revisions prior to implementing any change in spending or program
- Submit revisions for any fiscal or programmatic change
- In accordance with sound accounting practices, LEAs are required to request reimbursements monthly.
- Keep necessary Time and Effort documentation
- Submit Completion Reports on time

Grantees failing to meet any single requirement of compliance are subject to possible funding forfeiture.

Grad Rate Assurances
- Complete and submit School Comprehensive Needs Assessment (CNA) in ALEAT
- Complete thorough root cause analyses for CNA identified primary needs, submit fishbones in ALEAT
- Develop LEA and School (for each school in improvement) Integrated Action Plan (L/SIAP) as required based on the CNA and root cause analyses results in ALEAT
- The L/SIAP includes meaningful evidence-based interventions to improve student achievement, Evidence Based Summary Form submitted in GME
- Monitor, update, delete, retire or add strategies and action steps to the L/SIAP in ALEAT at least quarterly
- Ensure systems, processes, procedures, including operational flexibility are in place to actively to support schools in improvement.

- Identify an LEA contact person who will oversee implementation activities, maintain contact with Support and Innovation (SI) staff, and accompany ADE SI staff during site visits at the school upon request
- Complete and submit EDFacts data when requested by ADE
- If the LEA chooses an educational service provider (external provider) the LEA representative will provide ADE SI with a copy of the process for selecting external providers, job description and evaluation of educational service provider services
- Submit quarterly reimbursement requests (if applicable)
- LEA has written procedures to implement the requirement to minimize the time elapsing between receipt and expenditure of federal funds.
- LEA has written procedures for determining the allowability of costs
- LEA has a process ensuring equitable distribution of state funds to all schools regardless of other funding received
- Accurate and timely submission of all required documents including plan updates and data summaries
- I understand that at any time during the grant period, funds can be frozen or forfeited for lack of monthly reimbursement requests with evidence of use; misuse of funds; or lack of evidence of IAP implementation on the part of the school and/or LEA.

Targeted Support and Improvement Schools

Eligible Applicants

LEAs with schools identified as Targeted Support and Improvement Schools. *Grant awards will not be made to Local Education Agencies (LEAs) that are out of compliance with state or federal requirements, fiscal or programmatic.*

Purpose

to provide LEAs funding to support TSI schools to implement L/SIAP and increase achievement of identified subgroups.

Directions

1. LEA and School teams collaborate to write a strong, detailed application, provide all required documents and check and sign assurances.
    a. LEA's assigned specialist is available for assistance.
    b. Use the rubric when completing application narrative questions.
2. Application completion with all required documents and evidence in GME **by May 1, 2019** is required. Additional inquiries from ADE will not be made.
3. The application will be scored using the scoring rubric provided.
4. Awards will be made based on the scored. *Seventy percent of points is required for funding*.
5. LEAs will be notified of award or non-award by June 1.

Complete all sections in GME

Program Details
- FFATA and GSA Verification
- Contact Information
- Program Narrative Questions
- Assurances
- Related Documents
    o Signature Page in required related documents (required)
    o Evidence Based Summary Form/s in required related documents (required)
    o Graphs, tables and charts necessary for a complete application (optional, as needed)

Proposed Budget
- Complete a *proposed* budget in GME. Be sure to include sufficient details in the narrative.
- Items must support improved achievement and identified root causes.
- Proposed expenditures must be specific. Amounts for general items will be disallowed**.**
- Be sure that the requests for funds are allowable. Out of state travel and large expenditures for capital items are generally not allowed. Check with your specialist, if you have questions or need assistance building your budget.

Requirements
- Completed **new** 2019-20 CNA uploaded in ALEAT
- Thorough root cause analyses (fishbones) uploaded in ALEAT
- Completed 2019-20 LEA and School IAP in ALEAT including SI required goals

TSI Grant Allowable Expenditures

All TSI School activities funded with Title I 1003 (a) School Improvement funds must be reasonable and necessary and directly related to the implementation of the LEA and School Integrated Action Plan relative to increasing subgroup achievement based on the needs and root causes identified in the schools' Comprehensive Needs Assessment. **Proposed expenditures must be specific. Amounts for general items will be disallowed.**

- Data driven decision-making process
- Specific strategies and action steps based on root cause/s identified for increasing subgroup achievement
    - Leadership Development
    - Professional Learning activities and related travel costs
    - Specialized supplies directly related to supporting action steps
- Off contract pay for work (above and beyond duties necessary to job function); planning committees, researching evidence-based interventions, curricula, assessments
    - Board approved hourly rate paid, must be reasonable
    - Requires time and effort logs

This grant will NOT fund positions, performance incentive pay or stipends, capital outlay items or general supplies

Criteria for Compliance

Grant recipients are required to:

- Receive EPS approval for revisions prior to implementing any change in spending or program
- Submit revisions for any fiscal or programmatic change
- In accordance with sound accounting practices, LEAs are required to request reimbursements monthly.
- Keep necessary Time and Effort documentation
- Submit Completion Reports on time

Grantees failing to meet any single requirement of compliance are subject to possible funding forfeiture.

Targeted Support and Improvement LEA Programmatic Assurances

The LEA assures for each TSI School:
- Complete and submit a School Comprehensive Needs Assessment (CNA) in ALEAT
- Complete and submit a thorough root cause analysis (RCA) for CNA identified primary needs and upload fishbones into ALEAT
- Complete SIAP with all required sections in ALEAT
- Each SIAP includes meaningful evidence-based interventions to improve student

achievement

- Monitor and Update the SIAP quarterly by adding, deleting or retiring strategies and action steps The LEA assures

    The LEA assures it will/has:
- Complete analysis of TSI School CNAs and RCAs
- The LIAP will include strategies and action steps to address and support TSI schools Needs and root causes for those needs
- The LIAP has all required sections in ALEAT
- The LIAP includes meaningful evidence-based interventions to address subgroups and improve student achievement
- Monitor, update retire or add strategies and action steps to the LIAP in ALEAT at least quarterly
- Systems, processes and procedures, including operational flexibility are in place to actively to support Targeted Support and Improvement Schools
- Effective organization of time for weekly professional learning communities (PLCs)
- A balanced assessment system including common interim/benchmark assessments administered at least three times a year.
- Use of an observation and feedback protocol implemented with fidelity
- An LEA contact person who will oversee implementation activities, maintain contact with Support and Innovation (SI) staff
- Written procedures to implement the requirement to minimize the time elapsing between receipt and expenditure of federal funds.
- Written procedures for determining the allowability of costs
- Submit monthly reimbursement requests
- Written methodology to distribute state and local funds to its schools without regard to schools' Title I status or funding
- I understand that at any time during the grant period, funds can be frozen or forfeited for lack of timely reimbursement requests with evidence of use; misuse of funds or lack of evidence of IAP implementation on the part of the school and/or LEA.
- I understand if the conditions herein are not adhered to or sufficient progress is not being made, a corrective action plan will be written and implemented

SIG COHORT 4 YEAR 4 SUSTAINABILITY

Eligible Applicants

ONLY SIG Cohort 4 schools, who have successfully implemented SIG Cohort 4 Year 3 implementation grant.

Grant awards will not be made to Local Education Agencies (LEAs) that are out of compliance with state or federal requirements, fiscal or programmatic.

Purpose

The purpose of the 1003(g) School Improvement Grant (SIG) is to provide local educational agencies (LEAs) that demonstrate the greatest need for the funds and the strongest commitment to use the funds to provide adequate resources in order to raise substantially the achievement of students in their lowest-performing schools and with the right investments, can serve as learning labs for the LEA to pilot and implement practices that could eventually have system-wide impact.

Directions

1. LEA and School teams collaborate to write a strong, detailed sustainability application, provide all required documents, provide evidence of compliance, if necessary, and check and sign assurances.
   a. LEA's assigned specialist is available for assistance.
   b. *Use the rubric when completing application narrative questions.*
2. Application completion with all required documents and evidence in GME **by May 1, 2019** is required. Additional inquiries from ADE will not be made.
   a. Required Documents
      i. Signature page
   b. Optional Documents
      i. Completed program details charts/graphs/tables

3. The application will be scored using the scoring rubric provided.
4. Awards will be made based on the scored application and the demonstrated capacity and commitment to continued implementation of selected model and sustainability plan. *Seventy percent of points is required for funding*.
5. LEAs will be notified of award or non-award by June 1.

Complete all sections in GME

Program Details
- FFATA and GSA Verification
- Contact Information
- Program Narrative Questions
- Assurances
- Related Documents
  - Signature Page in required related documents (required)
  - Graphs, tables and charts necessary for a complete application (optional, as needed)
- Completed **new** 2019-20 CNA uploaded in ALEAT

- Thorough root cause analyses (fishbones) uploaded in ALEAT
- Completed 2019-20 LEA and School IAP in ALEAT including SI required goals

Proposed Budget
- Complete a *proposed* budget in GME. Be sure to include sufficient details in the narrative.
- Items must support strategies and action steps based on the model being implemented and applicable CNA data and root cause analyses
- Be sure that the requests for funds are allowable. Check with your specialist, if you have a question or need assistance building your budget. All SIG activities funded with 1003 (g) School Improvement funds must be reasonable and necessary and directly related to the implementation of the LEA and School Integrated Action Plan and selected model. It must address the needs identified in the schools' Comprehensive Needs Assessment and advance the overall goal to increase the academic achievement in low performing schools.

Requirements
- Completed CNA uploaded in ALEAT
- Thorough root cause analyses with fishbones diagrams uploaded in ALEAT
- Completed L/SIAP in including SI required goals and tagged SIG at action step level
- Assurances in GME
- All sections in GME

SIG Allowable Expenditures

All SIG activities funded with 1003 (g) School Improvement funds must be reasonable and necessary and directly related to the implementation of the LEA and School Integrated Action Plan. It must address the needs identified in the schools' Comprehensive Needs Assessment and root cause analyses as well as the requires strategies in the selected model and advance the overall goal to increase the academic achievement in low performing schools.

- Data driven decision-making process
- Strategies and action steps based on selected model required strategies and CNA data and root cause analyses
- Strategies and action steps directly related to elements in selected Federal Model and IAP
    - Professional Learning activities (including conferences and related travel)
    - Educational Service Provider (external provider) services based on specific needs identified in CNA
    - Supplies directly related to implementation of model and/or IAP
    - Capital outlay items necessary to implement model and/or IAP
    - Position salaries necessary to implement model and/or IAP
- Off contract pay for work (above and beyond duties necessary to job function); planning committees, researching evidence-based interventions, curricula, assessments
    - Board approved hourly rate paid, must be reasonable
    - Requires time and effort logs
        - Board approved hourly rate paid, must be reasonable

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- ▪ Requires time and effort logs
- ▪

Criteria for Compliance

Grant recipients are required to:

- • Receive EPS approval for revisions prior to implementing any change in spending or program
- • Submit revisions for any fiscal or programmatic change
- • In accordance with sound accounting practices, LEAs are required to request reimbursements monthly.
- • Keep necessary Time and Effort documentation
- • Submit Completion Reports on time

Grantees failing to meet any single requirement of compliance are subject to funding forfeiture.

Continuation Funding Eligibility Criteria for FY21

- • Improved Student Outcomes
    - o Significant improvement in leading indicators
    - o Significant improvement in lagging indicators
        - ▪ Increase in the percent of proficient students in reading and math
        - ▪ Increase in graduation rate
- • Implementation of selected Model and IAP with Fidelity
    - o Met IAP goals
    - o Implementation of SIG model and IAP
- • Capacity to implement sustainability plan for Year 5
- • Programmatic and Fiscal Compliance
    - o Accurate and timely submission of all required programmatic and fiscal requirements
    - o Compliant with all state and federal funding requirements/programs
- • High quality application completed with necessary details and evidence.

SIG Assurances

- • Complete and submit School Comprehensive Needs Assessment (CNA) in ALEAT
- • Complete thorough root cause analyses for CNA identified primary needs, submit fishbones in ALEAT
- • Develop LEA and School Integrated Action Plans (L/SIAP) as required based on the selected model and the CNA and root cause analyses results, submitted in ALEAT
- • Ensure the L/SIAP includes meaningful evidence-based interventions to improve student achievement
- • Ensure sustainability strategies and action steps are included in the IAP
- • Ensure the L/SIAP includes meaningful evidence-based interventions to improve student achievement
- • Ensure sustainability strategies and action steps are included in the IAP
- • Monitor, update, delete, retire or add strategies and action steps to the L/SIAP in ALEAT at least quarterly

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- Ensure systems, processes, procedures, including operational flexibility are in place to actively to support SIG Schools
- Implement observation and feedback protocol with fidelity
- Submit quarterly interim/benchmark assessment data reports and reflective analysis in ALEAT
- Identify an LEA contact person who will oversee implementation activities, maintain contact with Support and Innovation (SI) staff, and accompany ADE SI staff during site visits at the school upon request
- Complete and submit EDFacts data when requested by ADE
- If the LEA chooses an educational service provider (external provider) the LEA representative will provide ADE SI with a copy of the process for selecting external providers, job description and evaluation of educational service provider services
- Submit LEA and budget revisions for approval **prior** to implementation or spending funds differently than in approved budget
- Ensure all expenditures are allowable under 1003(g)
- Submit monthly reimbursement requests
- Ensure LEA has written procedures to implement the requirement to minimize the time elapsing between receipt and expenditure of federal funds.
- Ensure LEA has written procedures for determining the allowability of costs
- Ensure LEA has a process ensuring equitable distribution of state funds to all schools regardless of other funding received

SIG COHORT 5

This is a unique 2-year opportunity for funds to implement **whole school reform**. Select from Transformation, Turnaround, Early Learning or Evidence Based Whole School Reform Models. **The grant is highly competitive** and will fund up to 10-12 schools. Grant allocations will be between $50,000 and $400,000 depending on school size, model chosen, demonstrated needs and Integrated Action Plans. CSI Funds will be available for a year 3 sustainability grant for schools who have successfully implemented dramatic improvements in year 1 and 2.

Eligible Applicants

CSI Low achievement schools that were not previously funded in SIG cohorts 1, 2, 3, or 4.

Note: SIG is different than CSI school improvement grants.

Grant awards will not be made to Local Education Agencies (LEAs) that are out of compliance with state or federal requirements, fiscal or programmatic.

Purpose

The purpose of the 1003(g) School Improvement Grant (SIG) is to provide local educational agencies (LEAs) that demonstrate the greatest need for the funds and the strongest commitment to use the funds to provide adequate resources to substantially raise the achievement of students in their lowest-performing schools. This is a unique 2-year opportunity for funds to implement **whole school reform**; selecting from the following models: Transformation, Turnaround, Early Learning or an Evidence Based Whole School Reform Model.

Directions
1. LEA and School teams collaborate to write a strong, detailed application, provide all required documents, provide evidence of compliance, if necessary, and check and sign assurances.
   a. LEA's assigned specialist is available for assistance.
   b. Use the rubric when completing application narrative questions.
2. Application completion with all required documents and evidence in GME by May 1, 2019 is required. Additional inquiries from ADE will **not** be made.
   a. Required Documents
      i. Signature page
   b. Optional Documents
      i. Completed program details charts/graphs/tables necessary to answer the narrative questions
      ii. Evidence-based summary form

3. The application will be scored using the scoring rubric provided.
4. Awards will be made based on the scored applications and the demonstrated capacity and commitment to implement the selected model.
5. LEAs will be notified of award or non-award by June 15.

Complete All Sections In GME

Program Details
- FFATA and GSA Verification
- Contact Information
- Program Narrative Questions
- Assurances
- Related Documents
    - Signature Page in required related documents (required)
    - Graphs, tables and charts necessary for a complete application (optional, as needed)
    - Evidence based summary form (optional, if applicable)
- Completed new 2019-20 CNA uploaded in ALEAT
- Thorough root cause analyses (fishbones) uploaded in ALEAT
- Completed 2019-20 LEA and School IAP in ALEAT including SI required goals

Proposed Budget
- Complete a *proposed* budget in GME. Be sure to include sufficient details in the narrative.
- Items must support strategies and action steps based on the model being implemented and applicable CNA data and root cause analyses and IAP

Requirements
- Completed CNA uploaded in ALEAT
- Thorough root cause analyses with fishbones diagrams uploaded in ALEAT
- Completed L/SIAP in including SI required goals and tagged SIG at action step level
- Assurances in GME
- All sections in GME

Allowable Expenditures

All SIG activities funded with 1003 (g) School Improvement funds must be reasonable and necessary and directly related to the implementation of the LEA and School Integrated Action Plan. It must address the needs identified in the schools' Comprehensive Needs Assessment and root cause analyses as well as the requires strategies in the selected model and advance the overall goal to increase the academic achievement in low performing schools.

- Data driven decision-making process
- Strategies and action steps based on selected model required strategies and CNA data and root cause analyses
- Strategies and action steps directly related to elements in selected Federal Model and IAP
    - Professional Learning activities (including conferences and related travel)
    - Educational Service Provider (external provider) services based on specific needs identified in CNA
    - Supplies directly related to implementation of model and/or IAP
    - Capital outlay items necessary to implement model and/or IAP
    - Position salaries necessary to implement model and/or IAP

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- Off contract pay for work (above and beyond duties necessary to job function); planning committees, researching evidence-based interventions, curricula, assessments
  - Board approved hourly rate paid, must be reasonable
  - Requires time and effort logs

Criteria for Compliance

Grant recipients are required to:

- Receive EPS approval for revisions prior to implementing any change in spending or program
- Submit revisions for any fiscal or programmatic change
- In accordance with sound accounting practices, LEAs are required to request reimbursements monthly.
- Keep necessary Time and Effort documentation
- Submit Completion Reports on time

Grantees failing to meet any single requirement of compliance are subject to funding forfeiture.

Continuation Funding Eligibility Criteria for FY21

- Improved Student Outcomes
  - Significant improvement in leading indicators
  - Significant improvement in lagging indicators
    - Increase in the percent of proficient students in reading and math
    - Increase in graduation rate
- Implementation of selected Model and IAP with Fidelity
  - Met IAP goals
  - Implementation of SIG model and IAP
- Capacity to implement selected school wide model for Year 2
- Programmatic and Fiscal Compliance
  - Accurate and timely submission of all required programmatic and fiscal requirements
  - Compliant with all state and federal funding requirements/programs
- High quality application completed with necessary details and evidence.

SIG Assurances

- Complete and submit School Comprehensive Needs Assessment (CNA) in ALEAT
- Complete thorough root cause analyses for CNA identified primary needs, submit fishbones in ALEAT
- Develop LEA and School Integrated Action Plans (L/SIAP) as required based on the selected model and the CNA and root cause analyses results, submitted in ALEAT
- Ensure the L/SIAP includes meaningful evidence-based interventions to improve student achievement
- Ensure sustainability strategies and action steps are included in the IAP
- Monitor, update, delete, retire or add strategies and action steps to the L/SIAP in ALEAT at least quarterly

- Ensure systems, processes, procedures, including operational flexibility are in place to actively to support SIG Schools
- Implement observation and feedback protocol with fidelity
- Submit quarterly interim/benchmark assessment data reports and reflective analysis in ALEAT
- Identify an LEA contact person who will oversee implementation activities, maintain contact with Support and Innovation (SI) staff, and accompany ADE SI staff during site visits at the school upon request
- Complete and submit EDFacts data when requested by ADE
- If the LEA chooses an educational service provider (external provider) the LEA representative will provide ADE SI with a copy of the process for selecting external providers, job description and evaluation of educational service provider services
- Submit LEA and budget revisions for approval **prior** to implementation or spending funds differently than in approved budget
- Ensure all expenditures are allowable under 1003(g)
- Submit monthly reimbursement requests
- Ensure LEA has written procedures to implement the requirement to minimize the time elapsing between receipt and expenditure of federal funds.
- Ensure LEA has written procedures for determining the allowability of costs
- Ensure LEA has a process ensuring equitable distribution of state funds to all schools regardless of other funding received
- I understand that at any time during the grant period, funds can be frozen or forfeited for lack of monthly reimbursement requests with evidence of use; misuse of funds; or lack of evidence of IAP implementation on the part of the school and/or LEA.
- I understand if the conditions herein are not adhered to or sufficient progress is not being made, a corrective action plan will be written and implemented.

NEW SYSTEMIC LEADERSHIP DEVELOPMENT GRANT

Eligible Applicants
LEAs with schools identified as Comprehensive Support and Improvement Schools (CSI) in 2017-18 and/or Targeted Support and Improvement Schools identified in 2018-19

Purpose
To provide funding to LEAs with CSI and/or TSI Schools for participation in approved systemic leadership education or executive leadership programs and any required related costs

Due date: May 1, 2019

Complete all sections in GME
- **Program Details**
  - Contact Information
  - Narrative questions
  - Assurances
- **Proposed budget** with detailed narrative
- **Required Related Documents**
  - Signature Page
  - Selected Leadership Program application/information
    - Official program description or brochure including benefits, details program long-term and short-term goals, program elements, participant eligibility, participation dates, length of program, program research base
- **Optional Related Documents**
  - Funding release form as needed
  - Evidence based Summary Form as needed

Systemic Leadership Development Grant Allowable Expenditures
- Cost of approved program
- Related travel costs
- Cost of any required program coach or mentor

Systemic Leadership Development Grant Assurances

- Commitment to make the selected leadership program a top priority
- Adherence to all program requirements including:
  - Completion of program's planning requirements (i.e. 90-day plans)
  - Participation of the top LEA leadership (including Superintendent) in systemic program/process/plan implementation, monitoring and evaluation required by selected program
  - Participation of the school leadership team in systemic program/process/plan implementation, monitoring and evaluation required by selected program

- o Top LEA leadership (including Superintendent) and school leadership teams attendance and active, positive participation in every convening/training/meeting School leadership (principal and other appropriate personnel) regularly conduct short cycle observation and feedback classroom visits in addition to evaluation observation
  - o Effective organization of time for weekly structured professional learning communities (PLCs)
  - o LEA leadership (including Superintendent) regularly conduct site visits to focus on successful planning and implementation of program plans (i.e. 90-day plans) and/or Integrated Action Plan
  - o Planning for sustainability of systematic changes made as a result of the program
- Submission of timely reimbursement requests
- Submission of summary reports as requested by ADE

SYSTEMIC LEADERSHIP DEVELOPMENT GRANT-CONTINUATION

This is a continuation grant

Eligible Applicants

LEAs who received FY19 Systemic Leadership Development Grant funding *for the same program*

Purpose

To provide funding to LEAs with CSI AND TSI Schools for **continued** participation in the same approved systemic education or executive leadership programs and any related costs

Due date: May 1, 2019

Complete all sections in GME

- **Program Details**
  - Contact Information
  - Narrative questions
  - Assurances
- **Proposed budget with detailed narrative**
- **Required Related Documents**
  - Signature Page
  - Selected Leadership Program application/information - Official program description or brochure including benefits, details program long-term and short-term goals, program elements, participant eligibility, participation dates, length of program, program research base
- **Optional Related Documents**
  - Funding release form as needed
  - Evidence based Summary Form as needed

Systemic Leadership Development Grant Allowable Expenditures

- Cost of approved program
- Related travel costs
- Cost of any required program coach or mentor

Systemic Leadership Development Grant Assurances

- Commitment to make the selected leadership program a top priority
- Adherence to all program requirements including:
  - Completion of program's planning requirements (i.e. 90-day plans)
  - Participation of the top LEA leadership (including Superintendent) in systemic program/process/plan implementation, monitoring and evaluation required by selected program
  - Participation of the school leadership team in systemic program/process/plan implementation, monitoring and evaluation required by selected program

- - Top LEA leadership (including Superintendent) and school leadership teams attendance and active, positive participation in every convening/training/meeting School leadership (principal and other appropriate personnel) regularly conduct short cycle observation and feedback classroom visits in addition to evaluation observation
  - Effective organization of time for weekly structured professional learning communities (PLCs)
  - LEA leadership (including Superintendent) regularly conduct site visits to focus on successful planning and implementation of program plans (i.e. 90-day plans) and/or Integrated Action Plan
  - Planning for sustainability of systematic changes made as a result of the program
- Submission of timely reimbursement requests
- Submission of summary reports as requested by ADE

EVIDENCE-BASED IMPROVEMENT ESSA GUIDANCE

Evidence-based improvement, as outlined by Every Student Succeeds Act (ESSA) of 2015, requires states, LEAs, and schools to base improvement efforts on those strategies, practices, programs, and interventions[i] which have a solid evidence-base. ESSA (Section 8002) outlines four tiers of evidence. The table below includes ESSA's definition for each of the four tiers, along with a practical interpretation of each tier.

Tier	ESSA definition	What does it mean?
Tier 1 **Strong**	**Strong** evidence from at least one well-designed and well-implemented experimental study.	Experimental studies have demonstrated that the intervention improves a relevant student outcome (e.g., reading scores; attendance rates). Experimental studies (e.g., Random Control Trials) are those in which students are randomly assigned to treatment or control groups, allowing researchers to speak with confidence about the likelihood that an intervention *causes* an outcome. Well-designed and well implemented experimental studies meet the What Works Clearinghouse (WWC) evidence standards *without* reservations. The research studies use large, multi-site samples. No other experimental or quasi-experimental research shows that the intervention negatively affects the outcome. Researchers have found that the intervention improves outcomes for the specific student subgroups that the district or school intends to support with the intervention.
Tier 2 **Moderate**	**Moderate** evidence from at least one well-designed and well-implemented quasi-experimental study.	Quasi-experimental studies have found that the intervention improves a relevant student outcome (e.g., reading scores,

		attendance rates). Quasi-experimental studies (e.g., Regression Discontinuity Design) are those in which students have not been randomly assigned to treatment or control groups, but researchers are using statistical matching methods that allow them to speak with confidence about the likelihood that an intervention *causes* an outcome. Well-designed and well-implemented quasi- experimental studies meet the What Works Clearinghouse (WWC) evidence standards *with* reservations. The research studies use large, multi-site samples. No other experimental or quasi-experimental research shows that the intervention negatively affects the outcome. Researchers have found that the intervention improves outcomes for the specific student subgroups that the district or school intends to support with the intervention.
Tier 3 **Promising**	**Promising** evidence from at least one well-designed and well-implemented correlational study.	Correlational studies (e.g., studies that can show a *relationship* between the intervention and outcome but cannot show *causation)* have found that the intervention likely improves a relevant student outcome (e.g., reading scores, attendance rates). The studies do not have to be based on large, multi-site samples. No other experimental or quasi-experimental research shows that the intervention negatively affects the outcome.

		An intervention that would otherwise be considered Tier 1 or Tier 2, except that it does not meet the sample size requirements, is considered Tier 3.
~~Tier 4 Demonstrates a Rationale~~ **Cannot be used with School Improvement funds**	~~Demonstrates a rationale based on high quality research findings or positive evaluation that such, strategy or intervention is likely to improve student outcomes or other relevant outcomes.~~	~~Based on existing research, the intervention cannot yet be defined as a Tier 1, Tier 2 or Tier 3.~~ ~~However, there is good reason to believe -- based on existing research and data — that the intervention could improve a relevant student outcome.~~ ~~Before using a Tier 4 intervention, districts should:~~ ~~Explore Existing Research: Why do we believe this intervention will meet our needs?~~ ~~Develop a Logic Model: How will the intervention improve student outcomes?~~ ~~Plan to Evaluate: How will we know that the intervention is improving student outcomes?~~

School Improvement Grants fund strategies and action steps using strategies, practices, programs, and interventions[ii] with **strong, moderate, or promising evidence**. "Demonstrating a Rationale" is not an allowable evidence base for schools in school improvement.

Evidenced-based improvement allows states and schools flexibility in choosing interventions however, it also brings more local responsibility. It becomes the combined responsibility of the state and the school to ensure that they align improvement efforts, at all tiers of instruction, to solid evidence.

LEA and school leadership teams can utilize multiple resources to determine whether a strategy, practice, program or intervention meets the Strong, Moderate, or Promising ESSA evidence requirements based on rigorous studies from a reputable **third-party evaluator**.

==**NEW RESOURCE AVAILABLE HERE: ESSA-Evidence Based Requirements and Resources**==
==*Searchable data base of evidence-based programs, practices and interventions*==

See Guidance on the ESSA Levels of Evidence for School Improvement Grants
http://www.azed.gov/improvement/all-schools/ and the ESSA Module
http://www.azed.gov/improvement/2018-19-modules/ for specific information, support and resources.

Evidence Based Summary Form

	LEA Grade	LEA Community
	☐Preschool	☐Urban
	☐Elementary	☐Rural
	☐Middle School	☐Suburban
	☐High School	

Research Summary

Target grade	Community	ESSA Rating	Effect Size
☐Preschool	☐Urban	☐Strong	☐0.0 to .39
☐Elementary	☐Rural	☐Moderate	☐0.4 to .49 (1-year growth)
☐Middle School	☐Suburban	☐Promising	☐0.5 and above (highly recommended)
☐High School			

Program or Strategy Description or Research Paper Abstract:

Please upload research report and/or job description to support your strategy to related documents.

*Please include website if applicable:

If you have any questions or need support, contact your Education Program Specialist.

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BUDGET GUIDELINES

Below are examples of the level of detail required in the budget narrative.

Off contract pay 6100

Instruction 1000 (direct contact with students)		
Function Code	Object Code	Total Amount
salaries	6100	

Detail needed: # of staff x # of hours x Board adopted hourly rate = total

What is the specifically pay for? (example: increase learning time- tutoring)

Position (example: reading interventionist)

Job description required for positions

Support Services 2100, 2200, 2600, 2700 (staff)		
Function Code	Object Code	Total Amount
salaries	6100	Board adopted hourly rate

Detail needed: # of staff x # of hours = total

What is the pay for? (example: committee to research Math supplemental materials)

Position (example: data coach)

Job description required for positions

Educational Service Providers 6300

Support Services 2100, 2200, 2600, 2700 (staff)		
Function Code	Object Code	Total Amount
Purchased Professional Services	6300	TBD based on provider services

Educational Service Provider (external provider)
Detail needed: Who? What? When? For whom?
How much? # of days x daily rate =

Leadership Development
Detail needed: Who? What? When? For whom?
How much? # of days x daily rate =

Professional Learning Activities
Detail needed: Who? What? When? For whom?
How much? # of days x daily rate =

Conference registration
Detail needed: Conference name, location? dates? who is attending? Registration cost x # of staff =

Support Services 2300, 2400, 2500, 2900 (administrators)		
Function Code	Object Code	Total Amount
Purchased Professional Services	6300	TBD

Leadership Development
Detail needed: Who? What? When? For whom?
How much? # of days x daily rate =
Professional Learning Activities

Detail needed: Who? What? When? For whom?
How much? # of days x daily rate =
Conference registration
Detail needed: Conference name, location? dates? who is attending? Registration cost x # of staff =

Travel Costs 6500

Support Services 2100, 2200, 2600, 2700 (staff)		
Function Code	Object Code	Total Amount
Other purchased services	6500	TBD

Travel expenses related to conferences attended by staff.
Detail needed: Conference name and date
Transportation cost x # of staff =
Hotel room cost x nights x # of staff =
Per Diem x # days x # of staff =

Support Services 2300, 2400, 2500, 2900 (administrators)		
Function Code	Object Code	Total Amount
Other purchased services	6500	TBD

Detail needed: Conference name and date
Transportation cost x # of administrators =
Hotel room cost x nights x # of administrators =
Per Diem x # days x # of administrators =

If you have any questions, please call your EPS.

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[i] In ESSA, the term "intervention" is used broadly to encompass strategies, practices, programs, and interventions

[ii] In ESSA, the term "intervention" is used broadly to encompass strategies, practices, programs, and interventions

SI FY20 Grant Guidance/I drive/FY20Grants/2.22.19