Targeted Support and Improvement (TSI)
FY19 TSI Grant Application

Support and Innovation Unit

January 4th, 2019

Welcome!

Thank you for taking the time to view this webinar!

To see additional information and resources regarding Targeted School Improvement (TSI), please visit **http://www.azed.gov/improvement**

Please email us your questions at: **SupportandInnovationInbox@azed.gov**

Core Values
Trust, Compassion, Respect, Accountability, Service Oriented, Integrity, Transparency, Collaboration and Empowerment

Mission
To improve LEA and school systems in order to significantly increase and sustain quality outcomes for Arizona students.

Vision
Driving academic reform creating and sustaining highly effective schools by promoting systemic changes.

Support and Innovation Unit
Arizona Department of Education

Agenda

FY19 TSI Grant Opportunity Overview

FY19 TSI Grant Eligibility

TSI Expectations – Reference to TSI Resources

LEA Budget Based on School Allocation(s)

Allowable Expenditures

Overview of the Online FY19 TSI Grant Application

2018-2019 Timeline for TSI Schools

Next Steps: *Opportunities for Support*

FY19 TSI Grant Opportunity

LEAs with Targeted Support and Improvement (TSI) schools are eligible
- *For profit charter schools are NOT eligible*

This will be a **competitive** grant. While there are sufficient funds to award all successful applicants, a detailed application with all required elements and documents are required to be eligible for funding.

LEAs will apply on behalf of all of their TSI schools in **one** online LEA-level application on the ADE Grants Management system.

LEAs with TSI schools are eligible to apply for funds based on the sizes of their TSI schools. The total budget an LEA may apply for through the grant will be the sum of their TSI school allocations.

FY19 TSI Grant Timeline
Grant budget can support activities through September 30, 2019

- **Grant Opens:**   January 2, 2019
- **Grant Webinar:** January 4, 2019
- **Grant Closes:**   February 7, 2019

School Size	Allocation
~100	$ 7,000
101-350	$10,000
351-600	$12,500
601-900	$15,000
>900	$20,000

FY19 TSI Grant Eligibility

LEAs with Targeted Support and Improvement (TSI) schools are eligible to apply

- ***For profit charter schools are NOT eligible***

LEAs applying for funding on behalf of their TSI schools must meet all TSI expectations for their LEA and their TSI school(s) to be eligible to apply for funding through the FY19 TSI Grant

TSI Expectations
Resources & Examples

All the following information can also be found in the Targeted Support and Improvement School Guidance and Resources 2018-2019 guidance documents and as part of the TSI Overview Webinar on the Support and Improvement website at: www.azed.gov/improvement

- *Creating SMART Goals*
- *The CNA, RCA, IAP Process*
- *LEA Guiding Questions to Analyze School CNAs*
- *IAP Plan Development Worksheet Templates*
- *Example of School IAP (SIAP) Plan Development Worksheet*
- *Example of LEA IAP (LIAP) Plan Development Worksheet*
- *ESSA Evidence-Based Strategies*

LEA Budget Based on School Allocation(s)

School Size	Allocation
~100	$ 7,000
101-350	$10,000
351-600	$12,500
601-900	$15,000
>900	$20,000

LEAs will apply on behalf of their TSI schools. Each LEA can create budgets to support their LEA and School TSI Integrated Action Plans (IAPs).

The amount an LEA can apply for to create their budget is driven by the size of their TSI school(s).

EXAMPLE:
Arizona Unified School District has 3 TSI schools:

School	School Size	Allocation Cap
ABC Elementary	86	$7,000
DEF Middle School	75	$7,000
GHI High School	309	$10,000

The potential total amount of funds this district could apply for would be **$24,000**

LEA Budget Based on School Allocation(s)

Important Notes

An LEA does not need to budget the total amount of funds for which they are eligible to apply.

Applications should be driven by local needs and the TSI strategies and activities found in the LEA and School IAPs.

An LEA does not need to include all TSI schools in their application.

The LEA may choose to leverage their funds in the manner they feel will best serve their local needs in support of their TSI schools.

LEAs may budget more, or less, than the allocation amount for each TSI school. School allocations just inform the total amount of funds an LEA may apply for through the grant.

Allowable Expenditures

All Targeted 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 Plans (IAPs).

All activities must address the Needs and Root Causes identified in the schools' Comprehensive Needs Assessment (CNA) and advance the overall goal to increase academic achievement in their identified low performing subgroups.

Allowable Expenditures

Examples of Allowable Expenditures

- Strategies and action steps based on CNA data analysis specific to subgroup achievement

- Data driven decision-making process

- Leadership Development

- Professional Learning activities specific to subgroup achievement (*including conferences and related travel*)

- Supplies directly related to action steps specific to subgroup achievement

- Pay for off contract work (above and beyond duties necessary to job function); committees, professional learning activities, research specific to subgroup achievement attendance
  - *Board approved hourly rate paid, must be reasonable*
  - *Requires time and effort logs*

Allowable Expenditures

Examples of Non-Allowable Expenditures

- Positions
- Capital items
- Performance incentive pay or stipends

Allowable Expenditures

Grant recipients are required to:

- Submit Revisions for any fiscal or programmatic change

- Receive Specialist approval for revisions prior to implementing any change in spending or program

- In accordance with sound accounting practices, LEAs are required to request reimbursements monthly

- Keep necessary Time and Effort documentation

- Submit Completion Reports on time

Substantial approval is required prior to any expenditures.

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

Overview of the FY19 TSI Grant Application in the GME System

The FY19 TSI Grant application may be accessed through the ADE Grants Management system at **gme.azed.gov**

You will need to sign in to the Grants Management system using your **ADEConnect** login information to access the application. Access to the Grants Management system may need to be granted to you by your local LEA ADEConnect Entity Administrator.

The Funding Application is named:
"**Targeted Support and Improvement Grant**"
under Fiscal Year **2019**

The following is a screenshot of the online application:

Overview of the FY19 TSI Grant Application in the GME System

Arizona Unified School District (086753090) - FY 2019 - Targeted Support and Improvement Grant - Rev 0

Application Status: Draft Started

Change Status To: Draft Completed

View ADE History Log
View Change Log

Description (View Sections Only View All Pages)
All
History Log
History Log
Create Comment
Allocations
Allocations
Targeted Support and Improvement Grant
District Level
Budget
Budget Overview
Targeted Support and Improvement Grant School Allocations
Contacts
Contacts
New Applicant Summary
New Applicant Summary
Targeted Support and Improvement Grant Checklist
Targeted Support and Improvement Grant Checklist
All

Overview of the FY19 TSI Grant Application in the GME System

The FY19 TSI Grant application includes budgets for the **District Level** and **School Level** for each TSI school, as applicable:

You can toggle between the District Level and School Level budget pages through using the dropdown menu:

Overview of the FY19 TSI Grant Application in the GME System

The dropdown menu in this section will **not** automatically be pre-populated with your eligible TSI schools.

You will need to create a new 'School' for each eligible TSI school you choose to fund in order to create a budget for them in the system. For example:
ABC Elementary School – (086753091)

Targeted Support and Improvement Grant
ABC Elementary School – (086753091)

Budget

Budget Overview

Program Details

Targeted Support and Improvement Grant School Allocations

Related Documents

Overview of the FY19 TSI Grant Application in the GME System

The 'District Level' selection only **automatically aggregates** the budget information from all 'School Level' budgets.

You will need to create a new 'School' labeled as your District name in order to create a budget for District-Level activities (*it's considered a 'School Level' budget in the system*). For example:
Arizona Unified School District - District Level Program(s)

Overview of the FY19 TSI Grant Application in the GME System

The **School Level** includes the Budget, Program Details, TSI School Allocations and Related Documents sections

The **Program Details** section has several required elements that must be completed for each TSI school

	Targeted Support and Improvement Grant
	ABC Elementary School – (086753090)
	Budget
	Budget Overview
	Program Details
	Targeted Support and Improvement Grant School Allocations
	Related Documents

Overview of the FY19 TSI Grant Application in the GME System

The **Program Details** section includes the following elements:

FUNDING DISCLAIMER

FFATA & GSA VERIFICATION

PROGRAM INFORMATION / INSTRUCTION

CONTACT INFORMATION

PROGRAM NARRATIVE QUESTIONS

ASSURANCES

Overview of the FY19 TSI Grant Application in the GME System

The first section of **Program Details** includes a standard Funding Disclaimer which is included on all ADE grant applications. No action is required for this element.

FUNDING DISCLAIMER

The Grantee acknowledges and agrees that the Arizona Department of Education's award and/or payment of funds under this agreement is contingent upon ADE receiving funds from Federal, State, or other funding sources to support the grant. Notwithstanding any other provisions of this agreement, in the event that ADE funding is reduced or rescinded by Federal, State, or other funding sources, ADE may immediately reduce the amount of funds awarded or terminate this agreement by written notice to the Grantee.

Overview of the FY19 TSI Grant Application in the GME System

FFATA & GSA VERFICATION

FFATA & GSA VERIFICATION

1. The district/organization has submitted OR will be submitting the annual General Statement of Assurance

☐ Yes

2. The district/organization information on the GME Entity Information page has been reviewed and verified that it matches the information found at https://sam.gov

https://sam.gov

☐ Yes

☐ No

If no, provide current information:

☐ 3. The district/organization understands that if ADE is not updated with the organization's SAM.gov information, including CCR expiration, that funding for the organization can be placed on hold.

☐ Yes

4. Please provide a short description of your project in one to two paragraphs:

Overview of the FY19 TSI Grant Application in the GME System

PROGRAM INFORMATION / INSTRUCTION

Eligibility: LEAs with Schools identified as Targeted Support and Improvement Schools

· This is a competitive process. High quality application, CNA, root cause analyses and LEA and School IAP are all required to receive funding

· Allocations will be based on quality of application, number of students and number of identified subgroups.

This section includes information and instructions for the application. Included here is guidance to complete the following sections:

- **Proposed Budget**

- **Program Details Page**

- **Required Related Documents**

- **Requirements**

Overview of the FY19 TSI Grant Application in the GME System

PROGRAM INFORMATION / INSTRUCTION

Proposed Budget

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

Items must support the completion of the planning strategies and objectives based on the data from the CNA and careful Root Cause Analysis

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 a question or need assistance building your budget

Overview of the FY19 TSI Grant Application in the GME System

Program Details Page

Complete ALL sections of Program Details page including Contacts, Program Narrative Questions and Assurances.

NOTE: Use scoring rubric found in Grants Management Resource Library (formerly Document Library), accessed from the main GME menu; click on Support & Innovation heading to find individual grant information.

Overview of the FY19 TSI Grant Application in the GME System

PROGRAM INFORMATION / INSTRUCTION

Related Documents

Evidence Based Summary Form

Support and Innovation Grants Signature Page

LEAs are required to upload these two required documents through the Optional Related Documents page.

LEAs with multiple TSI schools should upload these two documents to the District-Level programs 'school' that you created in their dropdown menu. For example:

Arizona Unified School District - District Level Program(s)

Overview of the FY19 TSI Grant Application in the GME System

PROGRAM INFORMATION / INSTRUCTION

Requirements

Completed CNA uploaded in ALEAT

Thorough Root Cause Analysis included in upload to ALEAT

Completed L/SIAP in ALEAT including TSI required SMART goals tagged TSI (ELA, Math) as well as identified leading indicators

Assurances in ALEAT in GME

Evidence Based Summary Form

Overview of the FY19 TSI Grant Application in the GME System

CONTACT INFORMATION

CONTACT INFORMATION

LEA/Charter Holder

Name:

Contact information is required for the following LEA personnel:
- **LEA/Charter Holder**
- **Board President**
- **Superintendent**
- **Federal Programs Director**
- **Other Contact (as needed)**

Also, please provide required information for each TSI school, to include the contact information for the school Principal

Overview of the FY19 TSI Grant Application in the GME System

PROGRAM NARRATIVE QUESTIONS - School

SCHOOL

SCHOOL section must be completed for each identified site within the funding application.

Comprehensive Needs Assessment and Integrated Action Plan

School	NCES

Each funded TSI school will need to complete the following 4 questions within provided text boxes:

1. Describe the School Comprehensive Needs Assessment process, the original (17-18) and review and revise processes. Who was involved? What was the process used, including the consensus process? What was the timeframe?

2. Based on the School CNA and leading and lagging indicator data analysis, what are the needs relative to each identified subgroup's low achievement?

Overview of the FY19 TSI Grant Application in the GME System

3. Root Cause Analysis: what root causes were identified for the needs above?

Need	Root Cause

4. List desired outcomes and SMART goals for the identified subgroup/s based on CNA and leading and lagging indicator data analysis. They are required in SIAP. Indicate which Principles include these Goals.

Subgroup	Principle #	Desired Outcome	SMART Goal

Overview of the FY19 TSI Grant Application in the GME System

PROGRAM NARRATIVE QUESTIONS – LEA Support

LEA SUPPORT

The LEA SUPPORT section below must be completed ONLY ONCE, the LEA Support questions

1. List each Targeted Support and Improvement School and Identified

The LEA SUPPORT section must be completed **ONLY ONCE**, and should be entered on the page for the **District** site added to the drop-down list.

On any additional school pages enter "See (District Site)" as the response for the LEA Support questions

Overview of the FY19 TSI Grant Application in the GME System

PROGRAM NARRATIVE QUESTIONS – LEA Support

1. List each Targeted Support and Improvement School and Identified Subgroup/s - **(NOTE: If copying/pasting please include only text; do not include formatting)**

2. It is the LEA's responsibility to support and monitor each school with low achieving subgroups. Describe LEA plan to hold all identified schools accountable for implementation of the TSI Goals, Strategies and Action Steps in the SIAP. Include the structure, methodology, who, when and the monitoring and evaluation measures

Overview of the FY19 TSI Grant Application in the GME System

PROGRAM NARRATIVE QUESTIONS – LEA Support

3. Analyzing the CNAs and leading and lagging indicator data for all schools with low achieving subgroups, what overall trends can be identified? Are there similar root causes? Can schools be grouped or will each school need different support and resources from the LEA? Be specific.

4. Based on the School CNA, root cause analysis and School IAP, the LEA IAP must include strategies and action steps to support each school's successful implementation, increasing subgroup achievement and attainment of SMART goals (tagged TSI action). Summarize here:

Overview of the FY19 TSI Grant Application in the GME System

5. School improvement is the core of student achievement. Other funding sources will be used to ensure increased student achievement across all subgroups ensuring equity and equality. Depending on the subgroups identified, there are other funding sources. Which LEA action steps will be funded in part or in full with TSI school improvement funds?

Overview of the FY19 TSI Grant Application in the GME System

ASSURANCES

ASSURANCES

Checking each box indicates "Yes, the LEA ensures the action described"

Complete and submit School Comprehensive Needs Assessment (CNA) in ALEAT

☐ Yes

All assurances are required to be eligible to receive funding through the FY19 TSI grant. Each assurance must be checked in this section.

Some assurances have a 'No' option. If you answer no to these assurances, then Action Steps will be required to be added to the LEA and School IAPs, as applicable.

Overview of the FY19 TSI Grant Application in the GME System

Targeted Support and Improvement Grant Checklist

Targeted Support and Improvement Grant Checklist

Targeted Support and Improvement Grant Checklist

The checklist is used by Support and Innovation staff as part of the application review process. Each item on the checklist is required to be completed in order for an application to be approved.

Some are items that need to completed by ADE staff, and require no action by the LEA. These include:
- **Reviewed LEA for outstanding Issues**; and,
- **Reviewed for High Risk Status**

Overview of the FY19 TSI Grant Application in the GME System

Targeted Support and Improvement Grant Checklist

General Statement of Assurance (GSA) has been submitted
- GSA location to review submission status: GME Main Menu > Entity Information > General Statement of Assurances link
- If no, contact Grants Management through history log and select No from dropdown of checklist

FFATA & GSA Verification information has been completed on Program Details page
- Description is included
- All LEA information has been submitted

Reviewed LEA for outstanding Issues
- Outstanding Completion Report(s)
- Outstanding Refund(s)
- Programmatic Holds(s)

Overview of the FY19 TSI Grant Application in the GME System

Targeted Support and Improvement Grant Checklist

Reviewed for High Risk Status
- Is this LEA under a high risk status
- Program area may need to apply additional monitoring

CNA
- CNA completed and uploaded into ALEAT

IAP Meets Requirements
- The LEA IAP includes the LEA's plans to support schools in improvement
- The School IAP strategies and action steps address root causes and need statements identified in the CNA; all grant funded activities are included in strategies and action steps
- Action Steps are tagged appropriately

Overview of the FY19 TSI Grant Application in the GME System

Targeted Support and Improvement Grant Checklist
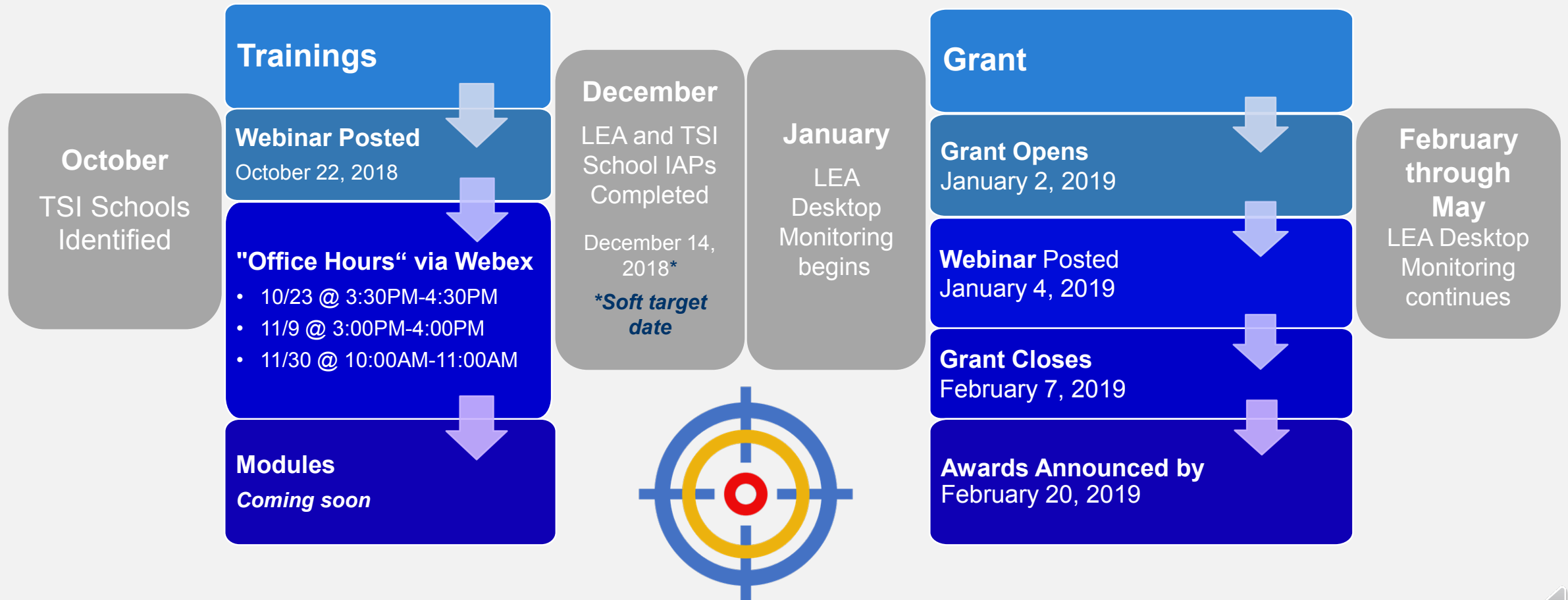
Budget Meets Requirements
- The budget narrative matches the strategies and actions steps in the LEA/ School IAP
- All budget items are on the correct budget line
- Proposed expenditures are allowable

Total Budget
- The total budget matches the exact allocation

2018-2019 Timeline for TSI Schools

October
TSI Schools Identified

Trainings

Webinar Posted
October 22, 2018

"Office Hours" via Webex
- 10/23 @ 3:30PM-4:30PM
- 11/9 @ 3:00PM-4:00PM
- 11/30 @ 10:00AM-11:00AM

Modules
Coming soon

December
LEA and TSI School IAPs Completed

December 14, 2018*

Soft target date

January
LEA Desktop Monitoring begins

Grant

Grant Opens
January 2, 2019

Webinar Posted
January 4, 2019

Grant Closes
February 7, 2019

Awards Announced by
February 20, 2019

February through May
LEA Desktop Monitoring continues

Next Steps: *Opportunities for Support*

Virtual **'Office Hours' webinars** are scheduled for these dates:

- **January 11th @ 3:00PM-4:00PM**
- **January 23rd @ 3:00PM-4:00PM**

FAQ will be created and posted based on questions submitted to the Support and Innovation Inbox, to Specialists and during Office Hours sessions

Thank You!

To see additional information and resources regarding Targeted School Improvement (TSI), please visit **http://www.azed.gov/improvement**

Contact Us

Please email us your questions at:
SupportandInnovationInbox@azed.gov

Support and Innovation
Improved Outcomes for All