

FY23 Comprehensive Support and Improvement-Low Achievement Grant Arizona Department of Education School Support and Improvement

**Grant application will open in GME on August 23, 2022 and closes Oct. 7, 2022**

**The purpose of this document is as a planning resource ONLY.**

**All information is required to be entered in GME**

**Comprehensive Support and Improvement (CSI) Grant FY23**

# This grant will open in August for LEAs for newly identified Comprehensive Support and Improvement schools.

**Purpose:**

To provide CSI schools with funding to implement aligned evidence-based strategies and action steps in the School IAP.

**Eligible Applicants**

Newly identified CSI Low Achievement Schools

**This is a competitive grant. A detailed application with all required elements and documents is required to be considered for funding.**

**No LEA out of fiscal and/or programmatic compliance will be considered eligible.**

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**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 Oct. 7, 2022,** required. Additional inquiries from ADE will not be made. **If all required documents are not in GME, the application will not be scored.**

3. The application will be scored using the scoring rubric provided.

4. Awards will be made based on the scored rubric. ***Seventy percent of points is required for funding***.

5. LEAs will be notified of award or non-award by Nov. 1.

**Complete all sections in GME**

**Program Details**

* FFATA and GSA Verification
* Contact Information
* Program Narrative Questions-thorough, detailed answers
* 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 achievement by addressing identified root causes.
* Items must be in IAP and aligned to CNA and RCA
* 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.
* Funded strategies, practices and programs must meet top three tiers of ESSA evidence.

**Requirements**

* Completed 2022-23 CNA in GME
* Thorough root cause analyses (RCA) (fishbone diagrams) in GME
* Completed 2022-23 LEA and School IAP in GME, including SSI required goals
* Alignment between CNA, RCA and IAP is required.

**LEA Contact Information (LEA complete once)**

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| LEA/Charter Name | NCES ID# | CTDS# | Entity ID# |
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| Board President | Email |
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| Superintendent/Charter Holder | **Email** | Phone # |
|  |  |  |
| Federal Programs Director | **Email** | Phone # |
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| Other- Title  | **Email** | Phone # |
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**School Contact Information**

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| --- | --- | --- | --- |
| School Name | NCES ID# | CTDS# | Entity ID# |
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| Principal | **Email** | Phone # |
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| School Name | **NCES ID#** | **CTDS#** | Entity ID# |
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| Principal | Email | Phone # |

**Add additional school information, if needed**

**Required Related Documents Signature Page - Signatures below denote commitment to implementation, monitoring and evaluation of strategies and action steps outlined in the IAP and the grant application.**

**Superintendent name Date**

**Signature ­­­­**

**Charter Holder name Date**

**Signature**

**Board President Name Date**

**Signature**

**Required Related Document-Evidence based summary form**

**School Narrative Questions**

1. To be completed/answered separately for each school/site

Vision:

Mission:

Shared/ Core Values/ Beliefs:

Latest revision date:

*Note if these are not available or have not been updated recently, it is a required action plan to develop them (no loss of points)*

**Comprehensive Needs Assessment (CNA), root cause analyses (RCA) and Integrated Action Plan (IAP)development process**

1. Describe the CNA, RCA, IAP process **in detail**. What process did you use? Include data gathering process and the consensus process. Who was involved? What was the timeframe?

3. As a result of your new 2022-23 CNA, identify the principles/indicators, primary needs, root causes, need statements and desired outcomes.

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| Principle | Primary Need | Root Cause | Desired Outcome |
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4. List both process and impact SMART goals from your IAP.

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| Principle | Process Goal | Impact Goal |
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5. What strategies and action steps in the school 2022-23 IAP will be funded with the FY23 CSI grant? Include timelines and responsible staff. Be sure to upload Evidence Based Summary Form/s in required related documents.

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| Strategy | Action Steps | Responsible Staff | Timeline |
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6. Think five years in the future…describe your school, what it looks like, feels like, sounds like…

7. Proposed budget with required detailed narrative in GME is accurate; line items and codes are correct, math is correct. CSI funding tags are accurate in IAP. Complete a *proposed* budget in GME. Be sure to include sufficient details in the narrative.

* Be sure that the requests for funds are allowable. Out of state travel and large capital items are generally not allowed. Check with your specialist if you have a question or need assistance building your budget.
* Proposed Expenditures are reflected in the IAP and aligned to the CNA and RCA.
* Proposed expenditures have adequate narrative details.
* Proposed expenditures are in correct function and object codes.
* Math is correct.

**LEA Narrative Questions (COMPLETE ONCE)**

1. Describe the LEA’s plan to support the schools as they implement their IAP. Include actions, person/s responsible, timelines and measures of success.

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| Strategy | Action Steps | Responsible Staff | Timeline | Measures of success |
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1. Describe the LEA’s plan to hold school/s accountable as they implement their IAP, including monitoring and evaluating measures. Include actions, person/s responsible, and timelines.

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| Strategy/Action Steps | Monitoring Measures | Evaluation Measures | Responsible Staff | Timeline |
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1. Describe the LEA’s plan to fiscally monitor school/s receiving CSI funds. Include actions, person/s responsible, and timelines.

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| Action Steps | Responsible Staff | Timeline |
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| **Comprehensive Support and Improvement: Low Achievement Assurances** |
| * Complete and submit School Comprehensive Needs Assessment (CNA) in GME.
* Complete thorough root cause analyses for CNA identified primary needs, submit fishbones in GME.
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| * Develop LEA and School (for each school in improvement) Integrated Action Plan (L/SIAP) as required, aligned to the CNA and root cause analyses results in GME.
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| * The L/SIAP includes meaningful evidence-based interventions to improve student achievement; Evidence Based Summary Form in GME.
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| * Monitor, review, update, delete, retire or add strategies and action steps to the L/SIAP in GME at least quarterly.
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| * Ensure systems, processes, procedures, including operational flexibility are in place to actively to support Comprehensive Support and Improvement Schools.
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| * Ensure effective organization of time for weekly professional learning communities (PLCs) during contract time.
* **If no, add action steps to L/SIAP.**
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| * Implement a balanced assessment system including common interim/benchmark assessments at least three times a year.
* **If no, add action steps to L/SIAP.**
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| * Implement written evidence and standards-based curriculum including materials.
* **If no, add action steps to L/SIAP**
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| * Observation and feedback protocol implemented with fidelity
* **If no, add action steps to L/SIAP.**
* Submit quarterly interim/benchmark assessment data reports and reflective analysis to assigned specialist.
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| * Identify an LEA contact person who will oversee implementation activities, maintain contact with School Support and Improvement (SSI) staff, and accompany ADE SSI staff during site visits at the school upon request.
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| * Complete and submit EDFacts data when requested by ADE.
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| * If the LEA chooses an educational service provider (external provider) the LEA representative will provide ADE SSI with a copy of the process for selecting external providers, job description and evaluation of educational service provider services.
* Submit quarterly reimbursement requests (at a minimum).
* 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.
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| * I understand that at any time during the grant period, funds can be frozen or forfeited with misuse of funds; or lack of evidence of IAP implementation on the part of the school and/or LEA.
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| * I understand if the conditions herein are not adhered to or sufficient progress is not being made, a corrective action plan may be written and implemented.
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