Comprehensive Support and Improvement(CSI) Grant
FY24

School Support & Improvement

Comprehensive Support and Improvement (CSI) Grant Purpose

The purpose of the Comprehensive Support and Improvement Grant is to provide funding for CSI schools to implement the evidence-based strategies and action steps in the School Integrated Action Plan (IAP) aligned to the Comprehensive Needs Assessment (CNA) and Root Cause Analysis (RCA).

Eligible Applicants

- Federal Comprehensive Support and Improvement (CSI) Schools
  - Identified for low achievement (beginning fall 2022)

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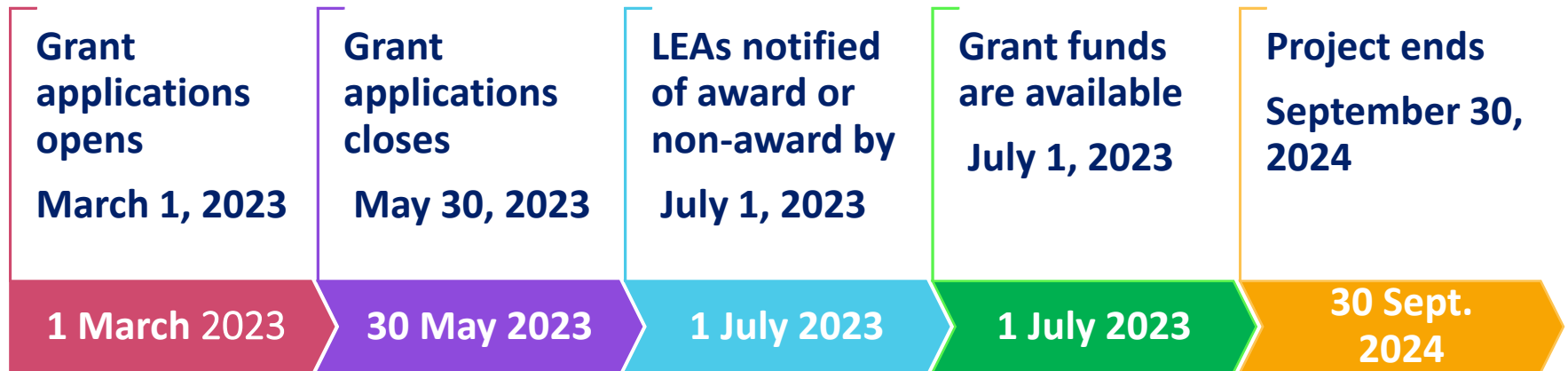
Important Notes

Competitive Process

- This is a ***competitive grant***
- Complete a detailed application
- Include all required elements and documentation
- Application is scored using the scoring rubric
- 70% of points is required for funding

Timeline

| Grant applications opens

March 1, 2023 | Grant applications closes

May 30, 2023 | LEAs notified of award or non-award by

July 1, 2023 | Grant funds are available

July 1, 2023 | Project ends

September 30, 2024 |
|---|---|---|---|---|
| **1 March** 2023 | **30 May 2023** | **1 July 2023** | **1 July 2023** | **30 Sept. 2024** |

Grant Evaluation Tools

- SSI Competitive grants
- Grant Funded Action Steps from IAP
- Evidence of impact
- Reflection on implementation of action step(s)
- Conclusion: have desired outcomes been achieved?
- Required for application of future grants
  - prior year grant evaluations are used to determine fidelity of use of funds

Additional Requirements

- **New** FY24 Comprehensive Needs Assessment
- Thorough root cause analyses (fishbones) for your primary needs
- Completed LEA and School IAPs including School Improvement required goals and appropriate CSI program and funding tags
- All items must be in GME in the Planning Tool

Complete All Sections in GME

⊟	**FFATA & GSA Verification**
	FFATA & GSA Verification
⊟	**Program Information / Instruction**
	Program Information / Instruction
⊟	**Assurances**
	Assurance of Application Completion
	Program Assurances
⊟	**Contacts**
	LEA/Charter Holder Contact Information
	School Contact Information
⊟	**Program Narrative Questions - LEA District / Charter Holder Level**
	Program Narrative Questions - LEA District / Charter Holder Level
⊟	**Related Documents - LEA District / Charter Holder Level**
	Related Documents - LEA District / Charter Holder Level
⊟	**Capital Outlay Worksheet - (Comprehensive Support and Improvement Grant)**
	Capital Outlay Worksheet
⊟	**Comprehensive Support and Improvement Grant**
	District Level ⌄
	Budget
	Budget Overview
	Program Narrative Questions - School / Site Level

FFATA and GSA Verification

- Be sure to submit your FY24 General Statement of Assurance in GME

- Ensure your SAM.gov information is up to date

- Provide a short description of your grant funded project

Contacts

- LEA/Charter Holder Name
- Board President
- Superintendent
- Federal Programs Director
- School Name
- Principal

Assurances

Program Assurances

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

• Complete and submit School Comprehensive Needs Assessment (CNA) in GME.

☐ Yes

• Complete thorough root cause analyses for CNA identified primary needs, submit fishbones in GME.

☐ Yes

• 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 GME.

☐ Yes

• The L/SIAP includes meaningful evidence-based interventions to improve student achievement, Evidence Based Summary Form in GME.

☐ Yes

• Monitor, review, update, delete, retire or add strategies and action steps to the L/SIAP in GME at least quarterly

☐ Yes

• Ensure systems, processes, procedures, including operational flexibility are in place to actively to support Comprehensive Support and Improvement Schools

Program Narrative Questions

Use the Rubric!

School Program Narrative Questions

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?

2. List all **SMART goals (process and impact)** from the SY2022-23 (FY23) IAP with progress monitoring/evaluation data to demonstrate progress towards and/or achievement of your goals, what does the data tell you?

Goals	Progress Monitoring / Evaluation Name Measures	*Here's what… Actual Data Sets	Met? Yes or No	*So What?	*Now what?
Impact Goal	Benchmark	Specific data points		Reflection of data	Next steps

3. What CSI strategies and action steps from the 2022-23 IAP were implemented successfully*? What is your evidence of success?

Strategy	Action Step	Evidence of success

* Data must have been provided in Evaluation Tool submitted previously.

4. List any 2033-23 **successful*** strategies and action steps that will continue into 2023-24 that will be funded with the FY24 CSI LA grant. If not strategies from 2022-23 will continue to be funded with the FY24 grant, or if you did not have an FY23 CSI grant , write N/A.

Strategy	Action Step

5. As a result of your <u>new</u> 2023-24 CNA, identify the principles/indicators, primary needs, root causes, need statements, desired outcome, impact goals and process goals.

Principle/ Indicator	Primary Need	Root Cause	Need statement	Desired Outcome	Impact Goal/s	Process Goal/s

Add rows as needed

6. What strategies and action steps aligned to the CNA and the identified root cause in the school 2023-24 IAP <u>will be funded with the FY24 CSI LA grant?</u> Include timelines and responsible staff. Be sure to upload Evidence Based Summary Form/s in required related documents. Any site level positions-need job description and details uploaded in related documents. LEA positions are not allowed.

Strategy with Action Step	Responsible Staff	Timeline

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

- Proposed budget is **tightly aligned** to the CNA, identified root cause and SIAP
- Proposed budget in GME is accurate; line items and codes are correct, math is correct
- Requests for funds are allowable. District level positions are not allowed. 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.
- Site level positions require job description and further details in related documents.
- Proposed expenditures have adequate narrative details. See appendix

LEA Support Questions

*Complete Once if you have multiple CSI schools

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

Strategy	Action Steps	Responsible Staff	Timeline	Measures of success

2. 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.

Strategy/Action Steps	Monitoring Measures	Evaluation Measures	Responsible Staff	Timeline

3. Describe the LEA's plan to fiscally monitor school/s receiving CSI funds. Include actions, person/s responsible and timelines.

Action Steps	Responsible Staff	Timeline

Related Documents

- Required
    - Evidence Based Summary Form
    - Signature Page

- Required – if applicable to your budget
    - Tutoring Plan
    - Scope of Work (to include deliverables)
    - Quote
    - Conference Brochure
    - Job Description

- Optional
    - Graphs, tables and charts necessary for a complete application, optional, as 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.

Signature _____

Board President _____ Date _____

Signature _____

Superintendent _____ Date _____

Signature _____

Charter Holder _____ Date _____

Upload to the Related Documents – LEA District/Charter Holder Level area

Required Documents		
Type	**Document Template**	**Document/Link**
Signature Page [Upload at least 1 document(s)]	Signature Page	Upload Signature Page

Required Related Documents

Related Documents - School / Site Level

Arizona Department of Education (000111000) Test District - FY 2021 - Global Hold(s): (2019, 2020, 2021) - Targeted Support and Improvement Grant - Rev 0 - Targeted

| Go To ▶ |

ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION. Organizations uploading documents to GME must ensure that the information contained in the document other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.

		Required Documents
Type	**Document Template**	**Document/Link**
Evidence Based Summary Form [Upload at least 1 document(s)]	Evidence Based Summary Form	Upload Evidence Based Form

		Optional Documents
Type	**Document Template**	**Document/Link**
Additional Assurances [Upload up to 1 document(s)]	Additional Assurances	
Charts/Graphs/Tables (LEAs own documents)	N/A	
Other	N/A	

Evidence Based Summary Form

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

REQUIRED

Research

Grade Level	Community	ESSA Tier
☐ Preschool	☐ Urban	☐ Strong
☐ Elementary	☐ Rural	☐ Moderate
☐ Middle School	☐ Suburban	☐ Promising
☐ High School		

Evidence-Based Practices, Strategies, Programs and Intervention Articles and Resources

Evidence Based Guidance

Search Evidence-Based Resources Database

Arizona Department of Education does not endorse or require the use of any specific evidence-based clearinghouse; districts may use the clearinghouses or stand-alone research reviews conducted by a third party. We also provide a variety of resources to support the identification of evidence based practices and programs to support your school and district transformation.

	Program/Intervention	Topic
20	ASSISTments	Math,Technology
21	AVID	Instructional system
22	Better Futures Program	SEL College and Career Readiness
23	Beyond Textbooks - New	Curriculum Frameworks
24	Bilingual cooperative Integrated Reading and Composition (BCIRC)	English Language Learners
25	Blended Learning	Practice, academic achievement
26	Bright Beginnings	ELA and Math

General Info | **Programs, interventions** | Practices | School reform | Blueprints SEL | CASEL-SEL

Evidence Based Summary Form

Describe Program

Refer to Evidence-Based Resources Database

Evidence Based Summary Form

LEA Grade
- ☐ Preschool
- ☒ Elementary
- ☐ Middle School
- ☐ High School

LEA Community
- ☐ Urban
- ☐ Rural
- ☒ Suburban

Research

Grade Level	Community	ESSA Tier
☐ Preschool	☐ Urban	☐ Strong
☒ Elementary	☐ Rural	☐ Moderate
☒ Middle School	☐ Suburban	☒ Promising
☒ High School		

Program or Strategy Description or Research Paper Abstract: Must be third party research (no white papers will be accepted).

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

123 Elementary School will be purchasing and implementing Beyond Textbooks as a supplemental curriculum. This program is recognized on the School Support and Improvement's *"Search Evidence-Based Resources Database"* on the Program/Intervention tab on line #23.

Professional Learning

1 → **Evidence-Based Practices**

**Strengths-Based Leadership**

School Improvement Guidance and Grant Information

LEA Contact Form

Evidence-Based Research Requirements (ESSA) Module Helpful Resources:

- Evidence Based Summary Form
- Evidence Review and Effective Practices Briefs **2** ←
- Evidence-Based Resource Websites (ESSA)
- ESSA-Evidence Based Requirements and Resource Spreadsheet
- Sample Evidence-Based Summary Form
- Evidence-Based Research Requirements (ESSA) Module
- Using the WWC to Find ESSA Tiers of Evidence
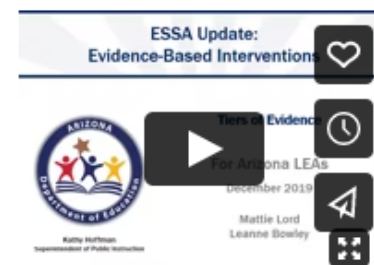
Evidence Based Summary Form

Describe Practice

Refer to Evidence Review and Effective Practices Briefs document

Evidence Based Summary Form

LEA Grade
- ☐ Preschool
- ☐ Elementary
- ☐ Middle School
- ☒ High School

LEA Community
- ☐ Urban
- ☐ Rural
- ☒ Suburban

Research

Grade Level	Community	ESSA Tier
☐ Preschool	☐ Urban	☒ Strong
☐ Elementary	☐ Rural	☐ Moderate
☐ Middle School	☐ Suburban	☐ Promising
☐ High School		

Program or Strategy Description or Research Paper Abstract: Must be third party research (no white papers will be accepted).

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

456 High School will be working with Consulting Company PDQ to align our professional development related to improving our instructional practices to our observation and walk-through protocols. This process of *"Aligning classroom observations with professional development"* is rated as strong on the School Improvement website in the Evidence Review and Effective Practices Briefs document on page 9.

Evidence Based Summary Form

Evidence Based Summary Form

Describe Strategy

Research Abstract

Evidence Based Summary Form

LEA Grade
- ☐ Preschool
- ☐ Elementary
- ☐ Middle School
- ☒ High School

LEA Community
- ☐ Urban
- ☐ Rural
- ☒ Suburban

Research

Grade Level	Community	ESSA Tier
☐ Preschool	☐ Urban	☒ Strong
☐ Elementary	☐ Rural	☐ Moderate
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☒ High School		

Program or Strategy Description or Research Paper Abstract: Must be third party research (no white papers will be accepted).

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

Carnegie Learning High School Math Solution curriculum combines traditional textbook and workbook materials with self-paced individualized instruction via automated tutoring software.

https://www.evidenceforessa.org/programs/math/middlehigh-school/carnegie-learning-high-school-math-solution

Three studies, all involving high school students, were evaluated. Results for the second cohort were significantly positive which qualified this blended curriculum for the ESSA "strong" category.

White papers, theories of action, reviews of literature, and pre/post test data are not sufficient and do not meet ESSA's requirements

Evidence Based Resources

Additional resources available:
https://www.azed.gov/improvement/evidencebased-practices

Proposed Budget

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

- Items must address identified root causes leading to improved student achievement.

- Be sure that the requests for funds are allowable.

- Remember these funds are supplemental.

Allowable Expenditures

Items requested in the budget must address identified root causes leading to improved achievement

- Data driven decision making processes
- Leadership development
- Strategies and action steps aligned with the CNA and root cause analyses data
- Professional learning activities and related travel costs
- Supplies directly related to the action steps
- Positions directly aligned to CNA-IAP
- External service providers based on specific needs identified
- Off contract pay for work such as planning committees, researching evidence-based interventions or curricula, conducting or attending professional learning or implementation of an intervention
  - Board approved hourly rate paid
  - Requires time and effort logs

Note: COVID related expenses, including technology, need to be addressed using CARES/ESSER funding sources.

Expenditures Not Allowed

- Performance or incentive pay
- Miscellaneous or general office supplies
- Student rewards/incentives
- Large expenditures for capital items are generally not allowed
- ***Out of state travel may be approved only if absolutely necessary.***

Proposed Budget In GME

- *Proposed expenditures have adequate narrative details; are in correct function and object codes; math is correct; line items match narrative totals*

6100 Salaries

Function Code 1000 (direct instructional contact with students)
Board adopted salary or hourly rate

Detail needed: # of staff x # of hours x hourly rate = total; FTE x salary = total
What is the pay for? (example: after school tutoring, substitutes)
Position example: reading interventionist
Job description required for positions
Tutoring plan required for tutoring programs
Stipend amounts are not allowed – must break down hours x hourly rate

Function Code 2100, 2200, 2600, 2700 (staff)
Board adopted rates

Detail needed: # of staff x # of hours x hourly rate = total; FTE x salary = total
What is the pay for? (example: off contract committee work to research math curriculum)
Position example: data coach
Job description required for positions
Stipend amounts are not allowed – must break down hours x hourly rate

6300 Purchased Professional Services

Function code 2100, 2200, 2600, 2700 (staff)
TBD based on provider services or conference fees

Educational Service Provider (external provider/consultant)
    Detail needed: Who? What? When? For whom? *Must include date*
    How much? # of days x daily rate =
        Scope of work with deliverables required for external providers/consultants
Professional Learning Activities
    Detail needed: Who? What? When? For whom? *Must include date*
    How much? # of days x daily rate =
    Conference registration   *Conference brochure or agenda required*
    Detail needed: Conference name, location? length? Who is attending?
    Registration cost x # of staff =

Function Code 2300, 2400, 2500, 2900 (administrators)
TBD based on provider services or conference fees

Leadership Development
    Detail needed: Who? What? When? For whom? *Must include date*
    How much? # of days x daily rate =
        Scope of work with deliverables required for external providers/consultants
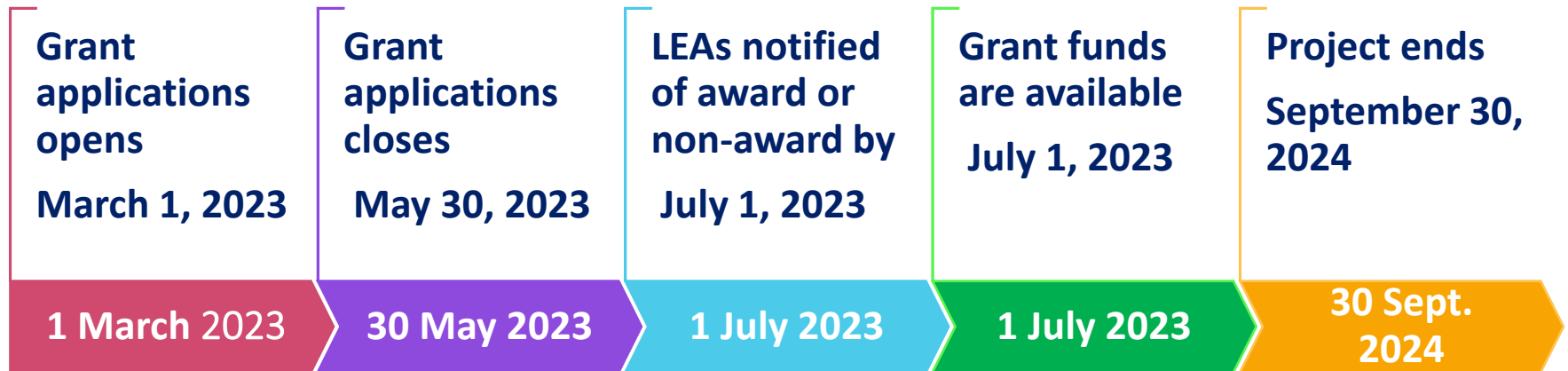
Prior to Grant Submission

- Ensure all GME requirements are completed
- Ensure program narrative questions are answered completely and with specific details
  - Use the scoring rubric to verify you have included the required details
- Verify you have uploaded all the required documents and any additional documents to support your application in Related Documents
- Validate that the FY24 CNA and Root Cause Analysis fishbones are in GME
- Confirm the LEA and School Integrated Action Plans include all the strategies and actions steps for school improvement and are tagged CSI
- Ensure the proposed budget is closely aligned to the CNA, root causes, strategies and actions steps

Timeline

Grant applications opens March 1, 2023	Grant applications closes May 30, 2023	LEAs notified of award or non-award by July 1, 2023	Grant funds are available July 1, 2023	Project ends September 30, 2024
1 March 2023	**30 May 2023**	**1 July 2023**	**1 July 2023**	**30 Sept. 2024**

School Support & Improvement

Devon Isherwood (Deputy Associate Superintendent)
602-364-0379
Christina Aldrich (Director)
602-364-2202
Russel Potter (Data Specialist)
602-542-3281

Education Program Specialists

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Thank you

Visit www.azed.gov/improvement for all grant resources, guidance documents, webinars, and training modules.

If you have any questions, feel free to message SchoolImprovementInbox@azed.gov or contact your assigned program specialist for support.