



2023-2025 Title I, 1003 ESF-Focused Support Grant
Letter of Interest (LOI) Application Due 11:59 p.m. CT, April 21, 2023

NOGA ID

Authorizing legislation

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

This LOI application must be submitted via email to loiapplications@tea.texas.gov.

The LOI application may be signed with a digital ID or it may be signed by hand. Both forms of signature are acceptable.

TEA must receive the application by **11:59 p.m. CT, April 21, 2023**.

Grant period from

Pre-award costs permitted from

Required Attachments

1. Excel workbook with the grant's budget schedules (linked along with this form on the TEA Grants Opportunities page)
2. Pathway 1: Pathway 1 Supplemental Attachment
3. Pathway 2: Pathway 2 Supplemental Attachment
4. Memo of Discussion

NOTE: All applicants MUST submit an appropriate Supplemental Pathway Attachment for EACH CAMPUS on behalf of which the applicant is applying.

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

Applicant Information

Organization CDN Campus ESC UEI

Address City ZIP Vendor ID

Primary Contact Email Phone

Secondary Contact Email Phone

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the LOI application, as applicable, and that these documents are incorporated by reference as part of the LOI application and Notice of Grant Award (NOGA):

- LOI application, guidelines, and instructions
- Debarment and Suspension Certification
- General and application-specific Provisions and Assurances
- Lobbying Certification

Authorized Official Name Title

Email Phone

Signature Date

Shared Services Arrangements

Shared services arrangements (SSAs) are NOT permitted for this grant.

Number of Campuses Included in this Application

Pathway 1
Pathway 2

Statutory/Program Assurances

The following assurances apply to this program. In order to meet the requirements of the program, the applicant must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- 1. The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this LOI will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- 2. The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
- 3. The applicant provides assurance to adhere to all the Statutory and TEA Program requirements as noted in the 2023-2025 Title I, ESF-Focused Support Grant Program Guidelines.
- 4. The applicant provides assurance to adhere to all the Performance Measures, as noted in the 2023-2025 Title I, ESF-Focused Support Grant Program Guidelines, and shall provide to TEA, upon request, any performance data necessary to assess the success of the program.
- 5. The applicant provides assurance that they accept and will comply with the requirements of [Every Student Succeeds Act Provisions and Assurances](#).
- 6. The applicant assures that any Electronic Information Resources (EIR) produced as part of this agreement will comply with the State of Texas Accessibility requirements as specified in 1 TAC 206, 1 TAC Chapter 213, Federal Section 508 standards, and the WCAG 2.0 AA Accessibility Guidelines.
- 7. Title I served Federally Identified campuses awarded this grant will engage in the Effective Schools Framework (ESF) continuous improvement process and create a plan to be submitted to TEA that addresses the selected pathway aligned to the Essential Actions (EA) from the ESF.
- 8. The applicant ensures it will notify the Vetted Improvement Program provider of intent to apply and, if awarded, will work in good faith with the Vetted Improvement Program.
- 9. The applicant will identify a campus leader, on each awarded campus, who will be responsible for managing the grant project.

Statutory/Program Assurances, cont'd.

- 10. The applicant will provide access to TEA and its Vetted Improvement Partners for on-site visits to the district and campus(es) as appropriate.
- 11. The applicant provides assurance it will participate in all grant requirements including but not limited to an ESF Self-Assessment and ESF Diagnostic, developing a Targeted Improvement Plan, and submission of funding and pathway progress reports.
- 12. The applicant provides assurance it will provide awarded campuses access to grant funding and funding information in a timely manner, so that funding can be used to meet the needs and action steps of the campus during the grant period.

Summary of Program

1. Describe how the LEA will support campus(es) in carrying out school improvement activities, including how the LEA will help develop a Targeted Improvement Plan for the eligible campus(es) selected for this grant.

COCISD will adhere to a systemic and sustainable approach to school improvement, focusing on strong school leadership and planning, high-quality instructional materials and assessments, effective instruction, and positive school culture. We are committed to utilizing grant funds to provide support and resources to each campus to implement the next steps in each campus ' s Targeted Improvement Plan. After analyzing various diagnostic data, all campuses, including the ESF Self-Assessment tool and ESF Diagnostic, will identify the two highest-need areas for capacity support. COCISD district leaders will assist campus leaders in planning and implementing their improvement plans.

We will continue a district-wide improvement plan by supporting High-Quality Instructional Materials (HQIM) at all campuses. In addition, we will continue to provide oversight, professional learning, and coaching as we build capacity in our teachers and campus leaders. We will also participate in a district-wide, positive school culture program and provide leadership coaching to strengthen our campus instructional leadership capacity.

2. Describe how the LEA will monitor schools receiving the ESF-Focused Support Grant, including how the LEA will: (a) Monitor Targeted Improvement Plans upon submission and during implementation, and (b) Implement additional actions as needed to meet barriers and challenges, after the first year of the grant cycle.

The LEA will complete monthly or bi-monthly visits, with a set, but flexible agenda, to monitor Targeted Improvement Plan implementation. These visits will include progress on specific actions outlined in each campus's TIP, discussion and action plans to reduce or eliminate barriers and challenges, and the next critical steps. Notes from the meeting will include discussion points, next steps, the responsible party, and what resources and support the campus needs from the LEA. After the first year of the grant cycle, the TIP meeting will focus on additional actions to decrease or eliminate overarching barriers or challenges. In addition, the Principal supervisors will provide constant support and coaching and bring in other outside assistance or resources as needed.

Goals, Objectives, and Strategies, Performance and Evaluation

1. Describe how the LEA will modify, as appropriate, practices and policies to provide operational flexibility to the awarded campus, that enables full and effective implementation of the Effective Schools Framework Essential Actions and aligned Targeted Improvement Plan.

ESF aligns with district initiatives and improvement efforts. The district initiatives will align with each campus's TIP efforts. The LEA will ensure that any barriers with practices and policies with operational flexibility towards school improvement are minimized or eliminated for each campus to fully and effectively implement the essential actions aligned with their TIP.

Budget Narrative

1. Describe how the proposed budget will meet the needs and goals of the program, including staffing, supplies and materials, contracts, travel, etc. Include a short narrative describing how adjustments will be made in the future to meet needs.

Our focus has been and will continue to be on capacity building of our campus leaders, teacher leaders, teachers, and staff. Our proposed budget will support the district initiatives that align with Lever 4: HQIM and Assessments, Lever 3: Positive School Culture, and Lever 5: Effective Instruction. As a leadership team, we have created a plan to build a foundation for positive school culture and high expectations for all students and staff. We want to budget the ESF/TIL training for Lever 3 with ESC 6. Throughout our training, we will utilize funds to ensure all supplies, materials, and needed extra resources are provided to each campus. We would like to pair this work with other consultants to bring a robust and systematic social-emotional/positive culture program to our teachers, parents, and students. For our work in Lever 5: Effective Instruction, we want to continue our professional learning of best practices, implement our HQIM and instructional strategies to maximize learning and build our campus administrator's capacity on observation and feedback using T-TESS. This will also enhance our work with TIA as the principals and APs become more calibrated in using T-TESS for formal and informal observations. We will adjust support as needed and provide the supplies and materials required as we monitor the progress of our plan. Should travel to see an “ exemplar ” system be warranted, the team would like to visit successful schools to see effective instruction and administrators providing effective and actionable feedback. The proposed budget will be strictly aligned with meeting our goals of overall school improvement, teacher and leader capacity building, and increased student achievement.

Budget Narrative, cont'd.

2. Describe how the LEA will ensure campus leaders have direct access to grant funding to ensure alignment to the Targeted Improvement Plan.

In addition to quarterly budget meetings, the LEA will work with campus leaders during our monthly or bi-monthly meetings to align grant funding directly to the actions outlined in each campus ' s TIP. The LEA will provide several vetted options and guidance to campus leaders that will assist in meeting the goals of the TIP.

Equitable Access and Participation

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this program.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this program.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>

Appendix I: Amendment Description and Purpose (leave this section blank when completing the initial application for funding)

An amendment must be submitted when the program plan or budget is altered for the reasons described in the "When to Amend the Application" document posted on the [Administering a Grant](#) page. The following are required to be submitted for an amendment: (1) Page 1 of the application with updated contact information and current authorized official's signature and date, (2) Appendix I with changes identified and described, (3) all updated sections of the application or budget affected by the changes identified below, and, if applicable, (4) Amended Budget Request. Amendment Instructions with more details can be found on the last tab of the budget template.

You may duplicate this page

Amended Section

Reason for Amendment