



**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

This LOI application must be submitted via email to [loiapplications@tea.texas.gov](mailto: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	<input type="text" value="0"/>
Pathway 2	<input type="text" value="3"/>

**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.

Hawley ISD (HISD) has been planning and working towards improving the academic outcomes for students, and exploring ways to get the greatest results for students. Some of the areas identified in our reflective processes that need to be addressed are ways to improve Tier 1 instruction, supporting teachers in using best practices in the classroom through planning, feedback, and quality instruction, and using data as a tool to direct and drive instruction in the classroom. To help accomplish turning our areas of need into priorities and strengths, Hawley ISD is applying for the ESF Grant. HISD explored all of the partner VIP options from TEA, and decided that partnering with engage2learn (e2L) is a great fit with the current vision and mission of HISD to produce responsible, productive citizens by providing a competent staff who will teach a diverse curriculum in a safe, structured, and nurturing environment. e2L offers their Catalyst Coaching Program which is a targeted, multi-layer of support proven to accelerate learning gains while creating a positive school culture. This approach of executive training and coaching is unique to our district in that it will be revising our practices for support from the superintendent (principal supervisor) to the classroom educators utilizing best practices for adult learning, deliberate modeling by the coaches, and prioritizing observation and feedback cycles. Another aspect of partnering with e2L is that Hawley ISD will have a way for educators to track growth through the e2L online talent development platform, GroweLab, as HISD intentionally seeks to help educators grow, and ultimately improve student outcomes. This model of training and coaching is going to change our administrative team into high quality instructional leaders addressing Lever 1 of the Effective Schools Framework, which in turn is going to change and support all other levers of the Effective Schools Framework along with the prioritized focus areas listed in each campus' Targeted Improvement Plan. Hawley ISD will share the gathered ESF self-assessment data, and the comprehensive needs assessment with all stakeholders as they review their Campus Improvement Plans, and the campuses will address the Targeted Improvement Plan prioritizing the activities that will gain greatest results, ensuring they are monitored on an ongoing basis, and will modify the plans' activities based on frequently gathered data with clear established timelines for the three campuses. Hawley ISD will also collaborate with Region 14 Education Service Center to provide training and support in updating the current Campus Improvement Plans based on our current goals, as well as work on the school improvement process for the Targeted Improvement Plans. The campus and administrative teams have set aside work days this summer to analyze the areas of need, develop goals to address the needs with clear check-in timelines, and build strategies to address the most significant needs identifying resources that will be needed.

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 plan to help monitor the campuses receiving the ESF-Focused Support Grant has been thought out, and the understanding of all stakeholders that the Campus Improvement Plan with the incorporated Targeted Improvement Plan is that these are living documents, and must be reviewed routinely and needs addressed on a continuous basis. HISD will also review that instruction and assessments are aligned to the rigor of the TEKS, teachers use data to inform planning for first teach and reteach is incorporated, teachers create learning environments that are conducive to regular monitoring of metrics established in the TIP, ensure lesson plans include clear objectives with opening activities, and alignment to the YAG with differentiated paths of instruction incorporated to meet the needs of all learners, and daily formative assessments along with exemplar responses are used. Continuous monitoring and support will be given to the campuses to help ensure that timelines are being met, and data and artifacts will be gathered on an ongoing basis to support if goals are being met, and addressed immediately if not. Continuous communication between the campuses and district level will ensure that the Targeted Improvement Plans are updated as necessary, and all stakeholders are informed. The District Administrative Team will communicate regularly with e2L, Region 14 ESC, and TEA's School Improvement Staff. The information gleaned from these communications will be shared with campus leaders to help continuation of the success in the school improvement process, or the need to address additional change. e2L will meet with district and campus leadership teams to monitor the levers and supporting documentation at the 30-, 60-, 90-, and 120- day cycles to determine if any components were unsuccessful and celebrate teacher and leader growth aligned to the EAs. e2L will also provide project management services and scheduled biweekly meetings to continuously evaluate progress and identify needs in a timely manner (in addition to the 30-, 60-, and 90- day checkpoints identified in the plans). Any revisions of the plan will be made if necessary, and then communicated to campus staff for implementation of the revised goals/strategies/activities with new check-in timelines. In the ongoing cycle of working through school improvement, Hawley ISD will conduct a review of all data, conduct a comprehensive needs assessment, review and update the TIP, and determine if there were some areas that need to be addressed that were not successful at the end of the first year of the grant implementation period. The renewed focus will be looking at the goals set to ensure that the prioritized levers were addressed, identify what caused the goal to remain unmet, develop new ways to address the levers with all stakeholders committing to the adjustments needed to remove barriers and promote better student outcomes.



**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.

Hawley ISD recognizes the unique needs of the three campuses due to the age bands of the students at each campus, and allows the operational flexibility of the campus to address the needs of the students and educators to help improve student outcomes and school improvement while implementing the ESF Essential Actions aligned with the Targeted Improvement Plan. As the district moves through this process, campuses naturally will differentiate themselves individually, as they are working towards their goals, and adjusting their processes to what works best for their campus to make lasting systemic change to fully implement the Effective Schools Framework Essential Actions. Using the Targeted Improvement plan as a working tool, this will keep the conversation relevant and timely by updating the TIP quarterly and checking for progress towards completing the goals, and work that still needs to be completed. With the support of e2L's systems, the district will support campuses in increasing student engagement and achievement through targeted, multi-layered instructional support for teachers, campus leaders and principal supervisors. Building capacity across the district will create lasting systemic change, and transform Hawley ISD. e2L partnering with Hawley ISD will collaborate with the district to ensure a common district vision and direction. e2L Certified Executive Coaches will work with the Principal Supervisor on specific critical moves for supporting campus leaders related to each focus area to ensure continuity and long-term sustainability of continuous improvement processes across all campuses. e2L will align training and coaching outcomes to the Effective Schools Framework Essential Actions that HISD has chosen to focus on for the grant cycle. This ensures training is relevant and timely for each individual by being able to "coach in the moment." Hawley ISD is committed to addressing the learning gaps that our students have, and knows that by partnering with e2L, Hawley ISD's campuses will have well-supported, competent and committed leadership teams that will be able to support faculty, and guide them to the change needed to close the learning gaps.

**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.

Hawley ISD will budget all funds to be expensed only towards the identified ESF Essential Actions identified by the District and campuses to be served. The targeted support may include, but is not limited to, additional staffing, contracted services through a VIP (engage2learn), and professional development deemed necessary to meeting the Effective School Framework Essential Actions. e2L will provide leadership training to principals, assistant principals, and other campus leaders, including instructional coaches, leadership coaching and calibrations that provide implementation support to help campus leaders design systems for securing and retaining the best teaching faculty, transforming the campus culture, and increasing elements of effective instruction across all grade levels and subjects. Training for the Principal Supervisor will be a two-day Coaches Academy, followed by seven (7) coaching sessions on specific critical moves for supporting campus leaders related to each of the Prioritized Focus Areas listed in the campus Targeted Improvement Plans. Training for the campus leaders will include the initial intensive training with seven (7) follow-up coaching sessions to ensure the capacity-building is effective and sustainable. e2L will provide teachers targeted, intensive support through a three-day training and personalized follow-up coaching focused on effective instruction and instructional strategies that improve both objective-driven daily lesson plans and data-driven instruction. The training also includes TEKS-aligned unit design.

**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.

Hawley ISD will intentionally allocate and monitor all Federal, State, local, and grant funds to ensure expenditures support all district and campus academic needs as revealed by the district and campuses' needs assessment. The District will rely on a variety of Federal, State, and local funding sources to support this grant project as needed. The district will align the District Improvement Plan to focus on areas of need, and each campus will align its Campus Improvement Plan along with the Campus Targeted Improvement Plan in prioritizing work towards the chosen focused ESF Essential Actions. e2L will provide Principal Supervisors executive training and coaching on specific critical actions for supporting campus leaders related to operational flexibility and fiscal responsibility.



**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**