Texas Education Agency
Standard Application System (SAS)

642018–2019 Technology Lending

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Program authority:	General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85th Texas Legislature; Texas Education Code Section 32.301	Write NOGA ID here:
Grant Period:	May 1, 2018, to August 31, 2019	Place date stamp here.
Application deadline:	5:00 p.m. Central Time, February 6, 2018	
Submittal information:	Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address: Document Control Center, Grants Administration Division Texas Education Agency, 1701 North Congress Ave. Austin, TX 78701-1494	*[date stamp:] 2018 FEB -5 PM 2:18 DOCUMENT CONTROL CENTER GRANTS ADMINISTRATION TEXAS EDUCATION AGENCY RECEIVED*
Contact information:	Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087	
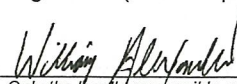
Schedule #1—General Information

Part 1: Applicant Information

Organization name	County-District #			Amendment #
Memphis ISD	096904			
Vendor ID #	ESC Region #			
	16			

Mailing address		City	State	ZIP Code
1501 High Street		Memphis	TX	79245

Primary Contact

First name	M.I.	Last name	Title
William		Alexander	Superintendent
Telephone #	Email address		FAX #
806-259-5900 ext 1001	walexander@memphisisd.net		806-259-2515

Secondary Contact

First name	M.I.	Last name	Title
Jennifer		Lindsey	Technology Director
Telephone #	Email address		FAX #
806-259-5900 ext. 1901	jlindsey@memphisisd.net		806-259-2515

Part 2: Certification and Incorporation

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 further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
William		Alexander	Superintendent
Telephone #	Email address		FAX #
806-259-5900 ext.1001	walexander@memphisisd.net		806-259-2515

Signature (blue ink preferred)　　　　　　　　　　　Date signed

[signature: William Alexander]　　　　　　1-31-18

Only the legally responsible party may sign this application.

Schedule #1—General Information	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	☒	☒
2	Required Attachments and Provisions and Assurances	☒	N/A
4	Request for Amendment	N/A	☒
5	Program Executive Summary	☒	☐
6	Program Budget Summary	☒	☐
8	Professional and Contracted Services (6200)	See Important Note For Competitive Grants*	☐
9	Supplies and Materials (6300)		☐
10	Other Operating Costs (6400)		☐
11	Capital Outlay (6600)		☐
12	Demographics and Participants to Be Served with Grant Funds	☒	☐
13	Needs Assessment	☒	☐
14	Management Plan	☒	☐
15	Project Evaluation	☒	☐
16	Responses to Statutory Requirements	☒	☐
17	Responses to TEA Requirements	☒	☐

*IMPORTANT NOTE FOR COMPETITIVE GRANTS: Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, **the application will be disqualified**.

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Schedule #2—Required Attachments and Provisions and Assurances	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
1	LEA Technology Plan Template	If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.
Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
☒	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
☒	I certify my acceptance of and compliance with the program guidelines for this grant.
☒	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
☒	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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Schedule #2—Required Attachments and Provisions and Assurances	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances

☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
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 grant 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 assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home
5.	The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.
12.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data

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Schedule #4—Request for Amendment	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail *or* by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Grants Administration Division, Texas Education Agency, 1701 N. Congress Ave., Austin, TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-9564.

The last day to submit an amendment to TEA is listed on the TEA Grant Opportunities page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment Is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend the Application" guidance posted in the Amendment Submission Guidance section of the Grants Administration Division Administering a Grant page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

			A	B	C	D
#	Schedule #	Class/ Object Code	Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
1.	Schedule #8: Contracted Services	6200	$	$	$	$
2.	Schedule #9: Supplies and Materials	6300	$	$	$	$
3.	Schedule #10: Other Operating Costs	6400	$	$	$	$
4.	Schedule #11: Capital Outlay	6600	$	$	$	$
5.	Total direct costs:		$	$	$	$
6.	Indirect cost (%):		$	$	$	$
7.	Total costs:		$	$	$	$

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Schedule #4—Request for Amendment (cont.)			
County-district number or vendor ID: 096904		Amendment # (for amendments only):	
Part 4: Amendment Justification			
Line #	Schedule # Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

With the Technology Lending Grant our targeted campus will be Austin Elementary which severs grades 3rd, 4th and 5th.

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

Memphis Independent School District is highly committed to continually and substantially raising academic achievement for all students. Our district is committed to providing a technology rich environment to enhance student learning, to effectively integrate technology across the curriculum, to increase student engagement, and transform learning through creativity, critical thinking and problem solving. Memphis ISD is a Title I, small, rural district with a 72.8% economically disadvantaged population, serving a high population of English Language Learners. The district has four campuses, Travis Elementary, grades Pre-K through Grade 2, Austin Elementary, grades 3 through 5, Memphis Middle School, grades 6 through 8 and Memphis High School, grades 9 through 12.

Memphis ISD is proactively seeking further funding to continue to support our current plans and to expand the effectiveness of technology integration across the curriculum to increase academic growth and provide equitable access for all students. Our district's goal is to provide a stable and robust infrastructure that allows all users 24/7 access to all e-learning opportunities while supporting innovative technology use to reinforce teaching and learning and increase academic achievement. With the Technology Lending Grant the district's focus would be loaning our students the equipment (Chromebooks and Wi-Fi mobile hotspots) necessary to access and use digital instructional materials for learning on and off campus.

Memphis ISD is a small rural district with potential to expand using digital tools and resources to extend learning opportunities from school to the home. This grant would assist in bridging the socioeconomic gaps that our students face and leverage available digital resources to meet learning and teaching goals to increase student achievement. Memphis ISD wants to capitalize upon the gains that have already been measured in student academic achievement and further expand the implementation of technology immersion while promoting academic excellence. This initiative supports the district's technology plan and our on-going technology needs, objectives and targeted goals.

The Technology Lending Grant would enable Memphis ISD to purchase Chromebooks and Wi-Fi mobile hotspots to lend students at Austin Elementary, which serves grades 3rd, 4th and 5th. Of our four campuses across our district, Austin Elementary, has one of the highest populations of economically disadvantaged students and English Language Learners in the district. To insure that the technology equipment is available for students who need devices and Internet access at home, the technology department will utilize a checkout and return system. With this grant we would purchase 20 Wi-Fi hotspots for student checkout and 7 Chromebook carts (one cart per classroom) that will be used in the 3rd, 4th and 5th grades. These Chromebooks will be assigned to every student at Austin Elementary and have the capability to go home.

There are multiple e-learning opportunities readily available at this campus. Several e-learning softwares and digital tools are utilized at Austin Elementary. Memphis ISD is a Google for Education school and has successfully implemented Google Apps for Education across the district. Teachers and students across the district use the G-suite to interact seamlessly and transform student learning. These productivity tools enable students and teachers to interact and collaborate together. Austin Elementary utilizes the following e-learning programs: iStation, an e-learning program that provides blended learning for math and reading; Study Island, an academic software that provides standards-based assessments, instruction, and test preparation; Think Through Math, a web-based adaptive supplemental math program that provides on-demand instruction; Renaissance Learning, an educational software that personalizes learning, and assesses and analyzes student's progress in reading and math; and Learning.com, a digital literacy software that seamlessly integrates technology skills into math, science, language arts, and social studies instruction and provides

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students with the skills needed to be successful in the 21st century including online safety and digital citizenship.

Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 096904	Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

The district has worked diligently to upgrade student devices and has continued to seek alternative funding and grants available for technology, which is an objective in progress in our technology plan. The district has chosen to go with Chomebooks for this project due to the lower cost per device. Memphis ISD performed a complete network upgrade this past summer and the Chromebooks will seamlessly integrate onto our network and web filter. The Chrombooks we are proposing are new and will be available in March of 2018. They are engineered for education. They are light, portable, and rugged. Some of the key features we feel are important are designed in these Chromebooks. They withstand spills. They are tested classroom tough and military grade. They are durable. The keys cannot be pulled off and most importantly, there is no need to purchase additional chargers because these Chromebooks are designed to last the entire school day and longer. The chargers can be left at school and there will be enough power to run the entire day. With these Chromebooks teachers can streamline assignments, boost collaboration, and foster seamless communication making learning more productive and meaningful.

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	Schedule #6—Program Budget Summary				
County-district number or vendor ID: 096904			Amendment # (for amendments only):		
Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85th Texas Legislature; Texas Education Code Section, 32.301					
Grant period: May 1, 2018, to August 31, 2019			Fund code: 410		

Budget Summary

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	$0	$0	$0
Schedule #9	Supplies and Materials (6300)	6300	$50,000	$0	$50,000
Schedule #10	Other Operating Costs (6400)	6400	$0	$0	$0
Schedule #11	Capital Outlay (6600)	6600	$0	$0	$0
Total direct costs:			$0	$0	$0
Percentage% indirect costs (see note):			N/A	$0	$0
Grand total of budgeted costs (add all entries in each column):			**$50,000**	**$0**	**$50,000**

Administrative Cost Calculation	
Enter the total grant amount requested:	$0
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result. This is the maximum amount allowable for administrative costs, including indirect costs:	$0

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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Schedule #8—Professional and Contracted Services (6200)		
County-district number or vendor ID: 096904	Amendment # (for amendments only):	
NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.		
Professional and Contracted Services		
#	**Description of Service and Purpose**	**Grant Amount Budgeted**
1		$0
2		$
3		$
4		$
5		$
6		$
7		$
8		$
9		$
10		$
11		$
12		$
13		$
14		$
	a. Subtotal of professional and contracted services:	$
	b. Remaining 6200—Professional and contracted services that do not require specific approval:	$
	(Sum of lines a and b) Grand total	$0

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #9—Supplies and Materials (6300)		
County-District Number or Vendor ID: 096904	Amendment number (for amendments only):	
Supplies and Materials Requiring Specific Approval		
		Grant Amount Budgeted
6300	Total supplies and materials that do not require specific approval:	$ 50,000.00
	Grand total:	**$50,000.00**

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

Supplies and Materials

Description	Purpose	Quantity	Unit Cost	Grant Amount Budgeted
Lenovo Chromebooks 110E Bundled with Google Chrome Management Console License	Access digital tools and e-learning resources & Manage devices, configure settings and enforce policies	140	$244.00	$34,160
Mobile Wi-Fi Hotspot 1yr	Wi-Fi-home access for students	20	$38.00 monthly per device= $760 monthly for 20 devices	$ 9,120.00
Mobile Charging Cart	Holds & charges 20-24 chromebooks	7	$560.00	$3,920.00
iPearl hard shell case	Protection for student transport between school & home	140	$ 20.00	$2,800.00
			Grand total:	$50,000.00

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Schedule #10—Other Operating Costs (6400)		
County-District Number or Vendor ID: 096904	Amendment number (for amendments only):	
Expense Item Description		**Grant Amount Budgeted**
6400	Operating costs that do not require specific approval:	$0
	Grand total:	**$0**

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
-center: **Schedule #11—Capital Outlay (6600)**				
County-District Number or Vendor ID: 096904			Amendment number (for amendments only):	
66XX—Computing Devices, capitalized				
1			$	$
2			$	$
3			$	$
4			$	$
5			$	$
6			$	$
7			$	$
8			$	$
9			$	$
10			$	$
66XX—Software, capitalized				
11			$	$
12			$	$
13			$	$
14			$	$
15			$	$
16			$	$
17			$	$
66XX—Equipment, furniture, or vehicles				
18			$	$
19			$	$
20			$	$
21			$	$
22			$	$
23			$	$
24			$	$
25			$	$
26			$	$
27			$	$
			Grand total:	**$0**

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds			

County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 1: Student Demographics of Population To Be Served With Grant Funds. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.

Student Category	Student Number	Student Percentage	Comment
Economically disadvantaged	83	74.8%	2016-2017 Texas Performance Report for Austin Elementary
Limited English proficient (LEP)	18	16.2%	2016-2017 Texas Performance Report for Austin Elementary
Disciplinary placements	0	0%	
Attendance rate	111	96.1%	District Snapshot 2016
Annual dropout rate (Gr 9-12)	NA	NA	

Part 2: Students To Be Served With Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type:	☒ Public	☐ Open-Enrollment Charter	☐ Private Nonprofit	☐ Private For Profit	☐ Public Institution

Students														
PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
				45	33	33								111

Schedule #13—Needs Assessment	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired outcome or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. If this application is for a district level grant that will only serve specific campuses, list the name of the campus(es) to be served and why they were selected. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Memphis ISD is committed to providing and maintaining a technology rich environment that is conducive to student learning and supports the integration of technology in the classroom. MISD's technology department partnered with our educational service center, Region 16, and performed a district-wide technology needs assessment. We designed a five-year schedule to address the current technology needs of the district in February 2017. In this assessment we surveyed all the stakeholders and analyzed each campus to identify and prioritize our district's technology needs. With this five-year recommendation in place, in July of 2017 we did a complete overhaul of the district's network and consolidated sixteen of our old servers down to six, purchasing four new servers. The district upgraded the core equipment and infrastructure including: the firewall, web filter, core layer 3 switch and wireless license. The district upgraded the current assess points having signal issues, replaced five layer 2 switches and replaced ten access points.

Memphis ISD is a Title 1 school district, which serves a 72% predominantly economically disadvantaged population. Memphis ISD has worked to upgrade devices used on the network. In the district's technology plan we have a goal to provide a stable and robust infrastructure that allows all users 24/7 access to all e-learning opportunities and adequate technical assistance to support all instructional and administrative needs. The district has been diligently working on this goal. The district has a 1:1 ratio at Travis Elementary and Austin Elementary with the iPad mini's that were purchased in 2011 and are showing their age. During our assessment we determined that we will need to upgrade or discontinue these devices. Many of the apps used are no longer supported and the iOS can no longer be updated. The district had 11 year-old Macbooks, which were at the end of life. We have removed these Macbooks and begun replacing these across the district with Chromebooks, due to the lower cost. We have successfully implemented carts of Chromebooks across the district and this upgrade has been a huge success.

Memphis ISD has a robust technology infrastructure that aims to provide new and innovative emerging technologies. The Memphis ISD school board continues to support our endeavors to integrate technology into all classrooms. Clearly our highest and greatest need is at the elementary schools beacause of the outdated iPads and the need to replace these devices. After our preliminary input from the principals and teachers at Travis Elementary and Austin Elementary we determined that Austin Elementary has a greater need for loaning devices and providing student access to their e-learning opportunities at home. We completed a student survey to determine the need for Internet access at home for students at Austin Elementary. Our results showed less than 50% of our students had Internet access at home. Based on the technology needs assessment at Austin Elementary we have chosen to pursue this grant opportunity and plan to replace our outdated iPads with Chromebooks.

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Schedule #13—Needs Assessment (cont.)	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	The population of economically disadvantaged students at Austin Elementary is currently 79%. Access to technology resources outside of class is limited. The student surveys showed a need for Internet access at home.	This grant would allow Austin Elementary to loan Chromebooks and checkout Wi-Fi hotspots to their students. Internet access for students would be available off campus and could be provided at home for students who need it.
2.	Austin Elementary has a wide variety of software opportunities but students need access to current e-learning materials online (G-suite, iStation, Renaissance Learning, Learning.com, Think Through Math, & Study Island) on and off campus.	This grant would assist in the number of devices (Chromebooks & Wi-Fi hotspots) available for students to access online materials and resources.
3.	Our current iPads at Austin Elementary are nearing their end of life. Many of the apps used are no longer supported and the iOS can no longer be updated.	Through the grant we would purchase new devices to replace our outdated iPads at Austin Elementary and keep our 1:1 ratio.
4.	Our district is located in a rural isolated area of the Texas panhandle and we have limited access to resources.	Technology provides our students an avenue with a plethora of resources across the curriculum.
5.	Students learn in different ways and need to be actively engaged and learn with multiple modalities.	Online learning with technology will enhance student learning and increase academic achievement.

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Schedule #14—Management Plan

County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Superintendent	William Alexander 15 years in education and has a Bachelors in Science & Health and a Master's degree in Administration. He holds 6 teaching certifications with TEA.
2.	Technology Director	Jennifer Lindsey is the Technology Director for Memphis ISD. She has been in education for 25 years and has a Bachelor of Science in Interdisciplinary Studies and a Master's degree in Instructional Design and Technology. She holds 4 teaching certifications with TEA.
3.	Technology Specialist	Kitsy Pepper is the Technology Specialist for Memphis ISD. She has been in education for 20 years and has a Bachelor of Science in Interdisciplinary Studies and a Master's degree in Education in Curriculum and Instruction Technology. She holds 4 teaching certifications with TEA, including her Principal Certification.
4.	Austin Elementary Principal	Leigh Ann Hawthorne has been in education for 27 years and has a Bachelor of Science in Elementary Education and a Master's degree in Education Administration. She holds 4 teaching certifications with TEA.
5.	Region 16 ESC	MISD contracts with ESC 16 and they provide additional insight and support when requested.

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective		Milestone	Begin Activity	End Activity
1.	Obtain quotes for devices and mobile hotspots.	1.	Request quotes from vendors	5-1-18	5-15-18
		2.	Purchase devices and hotspots	5-15-18	5-31-18
		3.	Configure device, asset tag and inventory	6-1-18	6-15-18
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
2.	Parents, students, teachers attend orientation meeting.	1.	Principal will hold campus meeting to discuss the grant expectations with the staff.	8-13-18	8-17-18
		2.	Parents and students will receive an invitation to attend an orientation meeting.	8-20-18	8-31-18
		3.	Parents and students will sign Acceptable Use Policy and the Technology Lending Agreement.	8-20-18	8-31-18
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
3.	Implement devices on campus	1.	Deliver device to classrooms.	9-4-18	9-7-18
		2.	Identify students who need Internet access at home.	9-4-18	9-7-18
		3.	Provide and receive contract for hotspot usage with parents/students.	9-10-18	9-14-18
		4.	Students will complete digital citizenship online training.	9-10-18	9-21-18
		5.	Loan devices and Wi-Fi Hotspots.	9-24-18	Ongoing
4.	Assess Technology Lending	1.	Milestone check-assess lending unit usage	10-29-18	Every 6 weeks
		2.	Make any necessary adjustments to ensure success.	10-29-18	Ongoing
		3.		XX/XX/XXXX	XX/XX/XXXX

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Schedule #14—Management Plan (cont.)	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Austin Elementary has weekly PLC (Professional Learning Community) meetings.   During these meetings this group of educators shares expertise and works collaboratively to improve teaching skills and the academic performance of students. Together they make any necessary adjustments to meet the needs of their students. Additionally, the campus improvement committee will incorporate and integrate the Technology Lending Grant into the Campus Improvement Plan and ultimately into the District Improvement Plan. The CIP and DIP are on the district's website and will provide a summative evaluation of the Technology Lending Grant program.

Currently, Austin Elementary and the MISD Technology Department provide monthly newsletters to the staff, teachers, parents, school board members and the community. These newsletters are readily available online on our district's website and they are presented monthly at each school board meeting. The Austin Elementary newsletter is sent home with each student monthly.

The Memphis ISD Technology Department will oversee this project throughout the duration. With our administrative leadership and expertise we will set high standards. The Memphis ISD Technology Department has two administrators with master's degrees in Technology. We have been very successful in implementing new technology across the district and into the classroom. The administrator at Austin Elementary, our superintendent and the Memphis ISD school board share in the vision of the success of this project and continue to support our endeavors.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Memphis ISD has a robust technology infrastructure and is fully capable of adding and supporting these devices on our network. The technology department is equipped with excellent technology support. To maximize the effectiveness and success of this program the Memphis ISD Technology Department will oversee this project throughout the duration and will raise the bar high. We clearly have visionary leadership and can inspire and support transformation. The infrastructure of our district's network has been completely overhauled and upgraded to support and maintain all the devices across our network. The technology department works closely with ESC 16 who provides assistance and support as needed. The technology department took the initiative to implement Chromebooks to replace our out-dated Macbooks at Memphis Middle School and Memphis High School. We currently use the Google Admin Console to manage the devices, configure the settings and enforce policies. We have been successfully lending devices to our students at the high school and lending iPads at Austin Elementary. However, we have never been able to offer Internet access at home. This would be a great opportunity for our district and the students at Austin Elementary.

The technology department will support the teachers, parents and students to ensure that all project participants remain committed and will provide any needed assistance to ensure success. The technology department will coordinate this project from start to finish. During the weekly PLC meetings at Austin Elementary the administrator and teachers will share resources and plans of integration so that all team members remain committed and involved.

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Schedule #15—Project Evaluation		
County-district number or vendor ID: 096904		Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process		Associated Indicator of Accomplishment
1.	PLC Meetings/Teacher Feedback	1.	Every teacher will share resources collaboratively.
		2.	Every teacher will share plans of integration collaboratively.
		3.	Every teacher will showcase success of this project in a PLC meeting.
2.	Improve Technology Skills and Digital Literacy	1.	Students project's/work will reflect an improvement in understanding and complexity as measured by teacher rubrics or grading expectations.
		2.	Students can successfully complete more complex assignments using technology skills.
		3.	Student technology skills improve. (Keyboarding, research skills using the Internet, accessing information etc.)
3.	IT Monitoring and Feedback	1.	IT will monitor equipment for improvements/repairs.
		2.	IT will monitor data usage to determine needs for the future.
		3.	IT will use a support ticket system to ensure that teachers receive needed support and assistance.
4.	Milestone Check	1.	Assess lending unit usage every 6 weeks.
		2.	Evaluate top e-learning resources being used at school and at home.
		3.	Perform end of year evaluation and make plans for next year.
5.	Surveys	1.	Student feedback associated with the Technology Lending Grant.
		2.	Teacher/Administrator feedback associated with the Technology Lending Grant.
		3.	Parent feedback associated with the Technology Lending Grant.

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

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Austin Elementary currently has 112 students, 1 administrator, 11 teachers, 5 paraprofessionals and 7 grade level classrooms. Ensuring that the data for this project is collected and problems are corrected will require team effort. Efforts will be coordinated between the MISD Technology department, the Austin Elementary administrator and the Austin Elementary teachers and staff. Student level data will be collected by the Austin Elementary teachers and shared during their weekly PLC meetings. During the weekly PLC meetings the Austin Elementary teachers will share resources, create plans of integration and showcase their successes. The teachers will identify any areas of concern or needs. These needs will be conveyed to the technology department for additional assistance and evaluation. Students' projects/work will reflect and show improvements in understanding and complexity as measured by teacher rubrics or grading expectations. Students will successfully complete more complex assignments using technology and build upon their foundation of digital literacy.

The technology department will configure reports from NetAuditor to determine the top e-learning resources being used at school and at home. The technology department will create surveys for teachers, students and parents. The data will be collected and analyzed to determine the success and on-going needs of this project.

Schedule #16—Responses to Statutory Requirements	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Austin Elementary has a 1:1 ratio with the iPad mini's that were purchased back in 2011. Many of the apps used are no longer supported and the iOS can no longer be updated. During our assessment we determined that we would need to upgrade or discontinue these devices. Based on our technology needs assessment at Austin Elementary we have chosen to pursue replacing our out-dated iPads with Chromebooks with this grant opportunity. Chromebooks have been chosen for this project due to the lower cost per device and durability.

In June of 2017 the district upgraded the core equipment and infrastructure including: the firewall, web filter, core layer 3 switch, and wireless license, upgraded the current access points having signal issues, replaced five layer 2 switches and replaced ten access points. In this process we consolidated sixteen of our old servers down to six, purchasing four new servers.

Due to budget cuts and a lack of funding, Memphis ISD is currently unable to upgrade devices at Austin Elementary and is seeking grants and alternative funds available for technology.   Our current budget does not support replacing out-dated devices. It provides for just maintenance, supplies and small expenses.

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Schedule #17—Responses to TEA Program Requirements	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

TEA Program Requirement 1: Describe how the technology lending program aligns with the existing mission and goals for the LEA. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Technology Lending Grant aligns with our existing Technology Plan. Our mission is to provide and maintain a technology rich environment that is conducive to student learning and supports the integration of technology in the classroom. Our goal is to provide students with technology experiences by increasing the availability of technology, provide our students with 21st century skills, and increase cooperative interaction between students, parents and faculty. We believe that through technology our students will receive the same learning opportunities that a metropolitan district can provide and they will be equipped with the skills necessary to acquire the jobs of the future.

The Technology Lending Grant aligns with several of our goals and objectives which include:
- Enhance our school environment to support innovative technology use to support teaching and learning and increase academic achievement.
- Support innovative technology use by implementing and integrating Google Apps for Education designed for teachers and students to connect their class and collaborate together.
- Improve academic achievement, including technology literacy of all students.
- Students will utilize online and research based software to enhance learning of core subjects. They will also receive Internet safety instruction.
- Provide stable and robust infrastructure that allows all users 24/7 access to all e-learning opportunities and adequate technical assistance to support all instructional and administrative needs.
- Continue student to computer ratio, improve telecommunication services and upgrade technology capability in the classroom. MISD will upgrade additional COWS (computers on wheels), iPads, and implement Chromebooks to increase the student to computer ratio.
- Continue seeking alternative funding from external grants, agencies, government and local sources to maximize funds available for technology.

This Technology Lending Grant aligns with our district's ongoing technology mission, needs and goals.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

TEA Program Requirement 2: Describe a plan for providing internet access to student residences, residential centers, and/or on the buses that transport students (for whom a single ride lasts, on average, at least an hour) with the highest need for off-campus internet access. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Memphis ISD is a small, rural district. The availability of Internet service is limited in our area. The funds will be used to purchase 20 mobile Wi-Fi hotspots to loan students who need Internet access at home. A survey has already been conducted to anticipate the need and number of devices for mobile Wi-Fi hotspots. At the beginning of this project, parents, students and teachers will attend an orientation meeting to discuss the features of the Technology Lending Grant. During this time the parents will sign the Acceptable Use Policy and the Technology Lending Agreement. In this process we will identify the students who need Internet access at home. We will utilize a check-out and return system for the mobile Wi-Fi hotspots and each student will be assigned a Chromebook to be taken home when it is determined to be beneficial by their teacher.   Students will be trained on how to use the mobile Wi-Fi hotspots. With these mobile Wi-Fi hotspots we will be able to configure and manage each unit through an online platform. We can set limitations to ensure students are safe and each unit will have unlimited service each month.

In our district bus routes that transport students do not exceed 30 minutes.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

TEA Program Requirement 3: Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Memphis ISD is a Google for Education school and has successfully implemented Google Apps for Education across the district. Teachers and students across the district use the G-suite to interact seamlessly and transform student learning. These productivity tools enable students and teachers to interact and collaborate together. The Technology Lending Grant aligns with our implementation of Google Apps for Education and also aligns with our current curriculum and instruction, as teachers work to seamlessly integrate technology into everyday teaching and learning. The Technology Lending Grant will enhance technology integration, improve student engagement and provide students with multiple modalities of learning.

Austin Elementary has multiple e-learning softwares and resources. These resource: iStation, an e-learning program that provides blended learning for math and reading; Study Island, an academic software that provides standards-based assessments, instruction, and test preparation; Think Through Math, a web-based adaptive supplemental math program that provides on-demand instruction; Renaissance Learning, an educational software that personalizes learning, and assesses and analyzes student's progress in reading and math; and Learning.com, a digital literacy software that seamlessly integrates technology skills into math, science, language arts, and social studies instruction and provides students with the skills needed to be successful in the 21st century including online safety and digital citizenship.

The Chromebooks and mobile Wi-Fi hotspots will make using digital tools and resources to extend learning opportunities from school to the home possible for all of our students. The Technology Lending Grant will seamlessly replace our old iPad and coincides with our current classroom management policies and practices, which students, teachers and parents are already accustomed to.

TEA Program Requirement 4: Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Austin Elementary students use digital instructional materials in all core foundation subject areas. They have a wide variety of e-learning softwares and resources that provide blended learning in math, reading, science, social studies, language arts and in digital literacy. Google Apps for Education has many productivity tools that intertwine into the curriculum. The teachers already utilize Google classroom, which is a learning management system to organize assignments, share resources and interact and collaborate with one another. Each classroom is equipped with a Ladibug document camera and an interactive SMART board. Currently, the students have iPads and use many educational apps in all subject areas.

Austin Elementary has multiple e-learning softwares and resources; iStation, an e-learning program that provides blended learning for Math and Reading, Study Island an academic software that provides standards-based assessments, instruction, and test preparation, Think Through Math, a web-based adaptive supplemental math program that provides on-demand instruction, Renaissance Learning, a educational software that personalizes learning, assesses and analyzes students progress in Reading and Math and Learning.com, a digital literacy software that seamlessly integrates technology skills into math, science, language arts and social studies instruction and provides students with the skills needed to be successful in the 21st century including online safety and digital citizenship.

The acquisition and implementation of digital instructional materials is integrated daily into all of the foundation curriculum subject areas and is used to support teaching and learning.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 096904	Amendment # (for amendments only):

TEA Program Requirement 5: Describe how the infrastructure and technical support is adequate to support students' anticipated use of devices through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Memphis ISD has a robust technology infrastructure and is fully capable of adding and supporting a variety of devices on our network. The technology department is equipped with excellent technology support. In June of 2017 the district upgraded the core equipment and infrastructure including: the firewall, web filter, core layer 3 switch, and wireless license, upgraded the current AP's having signal issues, replaced 5 layer 2 switches and replaced 10 access points. In this process we consolidated 16 of our old servers down to 6, purchasing 4 new servers.

The district uses NetSpective to filter, monitor, decrypt and control all devices on our network. This ensures that that we are CIPA compliant and that students are safe when using the Internet. The district uses NetAuditor, which is a web usage reporting application that provides comprehensive reports, and network device logs. This gives us greater visibility and control over our network.

The Memphis ISD technology department has partnered with ESC 16 and we work closely together to adequately provide support as needed. Memphis ISD utilizes an online Support Ticket System. Teachers can submit a request for assistance or can request on behalf of a student. These tickets are shared with the technology department and the help desk at ESC 16. In addition to the ticket system, Region 16 has a telephone number to the help desk for immediate assistance during the school day. Teachers can either call the help desk for help or submit a ticket using the online ticket system. This process allows us to manage everyone's request in an efficient way ensuring everyone receive support and helps us prioritize what needs to be done. Memphis ISD has robust technology infrastructure and adequate support to implement the Technology Lending Grant at Austin Elementary.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
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TEA Program Requirement 6: Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The 3rd, 4th and 5th grade classrooms at Austin Elementary will receive a cart of Chromebooks that will remain in each grade level classroom. At the beginning of the year each student will be assigned a designated Chromebook to use at school and to take home when designated by the classroom teacher. These Chromebooks will have enough power to run the entire day and the chargers will remain in the classroom cart. Each Chromebook will have a hard shell case for added protection during transport from school to home. The technology department will keep the inventory inside the Google Admin Console noting the assigned user and device.

At the beginning of the year the principal at Austin Elementary will hold a campus meeting to discuss the grant expectations with the staff. The parents, students and teachers will receive an invitation to attend an orientation meeting to go over the grant and the expectations for lending devices at home. The parents and students will sign the Acceptable Use Policy and the Technology Lending Agreement. During this time we will assess and identify the students who need Internet access at home. The parents and students will sign an agreement for hotspot usage. Students will complete digital citizenship online training through Learning.com before the devices will go home during the first few weeks of school. The teachers will be responsible for checking daily to see that the device is back in the cart and the Wi-Fi hotspots are returned. The teachers will be responsible for submitting a ticket to the technology department for repairs or technical assistance. The campus principal will reintegrate this process with the students and teachers. The technology department will inventory and provide periodic checks to ensure the devices are working and accounted for and best practice is being utilized.

TEA Program Requirement 7: Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

All equipment purchased through this grant will be tagged and inventoried according to Memphis ISD policies. The purchased mobile devices will be covered in the same manner as our current iPads. In place of the current iPad agreement we will create a new Technology Lending Agreement regarding Chromebooks and Mobile Wi-Fi spots. The technology equipment will be covered by the district's existing insurance policy.

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