Professional Practice Innovation Grant (Fund Code 213)
Competitive Grant Program Application Form (Annotated—DO NOT COMPLETE)

Part I: Summary
1. Please provide an overview of the proposed activities and how they integrate implementation of the Curriculum Frameworks with Educator Evaluation in an innovative way. *Note: ESE may publish this information along with the program contact information. (limit: 300 words)

Explanation: In this section we are looking for a clear, succinct narrative that outlines the main grant activities and clearly demonstrates the connection between evaluation and the Curriculum Frameworks. Also, we are looking to fund projects that are innovative in the way that they integrate the Curriculum Frameworks with the Educator Evaluation Framework with activities that cross the boundaries of curriculum and instruction and evaluation. Projects should bring together educators and ultimately create a sustainable resource that promotes continuous improvement.

Part II: Proposal Narrative
2a. Educator Evaluation Focus Areas:
   1. Curriculum & Planning (required)
   2. [Add second focus area here]

2b. Curriculum Framework(s):
   - [Add text here. Add additional bullets as needed]

2c. Briefly describe your rationale for choosing the focus area and curriculum framework(s) you have named above. What data and conditions did you consider? How is your overall proposal aligned to your district improvement plan? (limit: 300 words)

Explanation: A strong response will clearly describe the rationale for having chosen the focus areas and the Curriculum Frameworks you have named above. You should reference data and/or conditions in your district that help us understand why this grant is a worthwhile investment of time and money.

3. Explain your theory of action for successfully integrating implementation of educator evaluation and the MA Curriculum Framework(s) through these focus areas. How will the integration happen? What outcomes do you envision? (*Note: For applicants choosing Professional Development & Career Growth as Focus Area 2, please describe how your proposed PD meets the MA Standards for Professional Development (or, if the applicant proposes to develop a PD plan, clearly describe how you will ensure alignment to MA Standards for PD). (limit: 500 words)

Explanation: In this section, give us more detail on the idea you summarized in question 1. Share your Theory of Action – usually an “if/then” statement – that articulates the underlying beliefs and assumptions you hold about why certain actions will lead to the vision you seek. Be clear and explicit about how specific activities will integrate Educator Evaluation and the Curriculum Frameworks across both focus areas. What you think will happen as a result of the integration you describe? Outcomes can be both interim (targets for improvement during plan implementation, or unique interim outcomes) and final (targets for improvement achieved at the end of plan implementation).
4. Which educator groups will be participating? Include types and numbers of personnel (e.g., certain grades, subjects, schools) and describe how participants will be selected. Note: Both administrators and teachers/SISPs should be included except for the focus area of Professional Development & Career Growth, which applies only to administrators. (limit: 300 words)

**Explanation:** In this section, share your thinking about who will be directly involved in carrying out the work you’ve described. Remember that all projects should include both administrators and teachers/specialized instructional support people (SISPs). If your second focus area is Professional Development & Career Growth, which is specific to the evaluation of administrators, then part of your project might include administrators only. If your project includes selecting a small group of participants, describe what you envision as a selection process.

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### Part III: Strategic Initiative Planning & Implementation Framework

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<td>List the actions that you will need to take in order to achieve your desired outcomes. You may group actions together or separate them out in whatever way you think best captures the work you need to do. (list as many as you need)</td>
<td>Use this section to communicate what you expect to see once you begin implementing each action you list. Specify what will happen, who will do it, and when (process benchmarks). What indicators of effective implementation will you look for (evidence of change benchmarks)?</td>
<td>For each action, designate a timeline. This could be a hard deadline (ex. “By June 30th”) or a timeframe (ex. “begin immediately, revise in November, finalize in May”)</td>
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**Explanation:** In the table above, we are looking for evidence of thoughtful planning. This table is intended to help us envision how the work you are proposing will be carried out as much as it is intended to help you think about your planning and capacity to be successful. The table above should include the major activities being proposed, along with process benchmarks (e.g., “Have team trained by December 2013”) and early implementation benchmarks (e.g., “Administrators will observe teachers discussing evidence collection during common planning time.”) that allow the reader to understand how the activities outlined in the grant will actually unfold. Each action should be associated with a sensible timeline -- there might be certain activities that are prerequisites for other activities, and this should be clear in your planning. Additionally, the timeline for this grant application should align with other important timelines and deadlines.

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### 5d. Interim/Final Outcomes: (limit: 200 words)

**Explanation:** Use the space above to detail (can be a list) all the expected results you have described throughout your responses: what they will be, how they will be measured, when they will occur (look at questions 1 and 3, in addition to the planning from the above section).
### Part IV: Sharing Innovations

#### 6. How does your proposal represent an innovative approach to advancing professional practice in the district and the state? (limit: 200 words)

**Explanation:** Your response should make clear how your proposed work is something new and different that will benefit both your district and other districts (in the sense that they might learn from your work). Innovative practices may include but not be limited to how you are integrating Educator Evaluation and the Curriculum Frameworks, the creative use of technology, changes/improvements to traditional professional development models, collaboration between specific educators or groups of educators, etc.

#### 7. What steps will the district take to document and share promising practices developed through this grant? (limit: 200 words)

**Explanation:** In this section, describe how you will ensure that your work is shareable with others. We see an investment in the Professional Practice Innovation Grant as something that will benefit more than just the grantees in the sense that others might learn from your experience.