Regional Project Descriptions

Four regional DSAC grant priorities have been identified for the Pioneer Valley DSAC region:

1. **Instructional Leadership Network Expansion**
   - There is a need for educators to share practices across districts in the Pioneer Valley. The PV DSAC will create structures to allow schools in the Pioneer Valley to share strategies and best practices with their colleagues across the region. Focus areas include peer observations around student engagement and the instructional core.
   
   a. **Objective:** Increase sharing of educational practices across schools and districts in the Pioneer Valley.
   
   b. **Outcomes:** Educators will increase their ability to identify, implement and monitor effective practices through focused peer observations.
   
   c. **Participants:** Educators served by the Pioneer Valley DSAC, with priority given to educators in Level 3 schools.

   $6,000 is available. Districts may apply for up to $2,000 to fund substitute teachers for participants in DSAC sponsored activities.

2. **Principal Leadership Network Development Project**
   - There is a need to provide a network for principals in level 3 schools and districts to complement the Pioneer Valley DSAC Instructional Leadership Network. The PLN Development project will develop the PLN curriculum and run a PV DSAC principals’ network for the school year 2014-15.

   $3,000 is available. Districts may apply for up to $3,000 to act as the lead agency for a regional partnership. Funds may be used for consultant support, materials, and related expenses for a regional principal leadership network.

   a. **Objective:** Enhance the quality of support for principals of Level 3 schools served by the Pioneer Valley DSAC.
   
   b. **Outcomes:** Principals of Level 3 schools will be supported through training, networking and materials targeted to their specific needs.
   
   c. **Participants:** Principals of schools in Level 3 districts, with priority given to principals of Level 3 schools.

3. **Career/Vocational Technical Education Instructional Leadership Network**
   - There is a need for building teams within CVTE schools focused on rigorous integration of vocational and academic learning. Structures will be created for school-based teams to share strategies and best practices with their colleagues across the region. Opportunities will be provided to pilot innovative teaching and assessment strategies for CVTE students.
$5,000 is available. Districts may apply for up to $2,500 to fund substitute teachers for participants in DSAC sponsored activities.

a. **Objective**: Increase and support rigorous integration of vocational and academic learning in CVTE schools.
b. **Outcomes**: CVTE educators share best practices and strategies and capacity is increased to integrate vocational and academic learning.
c. **Participants**: Educators in Level 3 CVTE schools served by the Pioneer Valley DSAC

4. **Add+Vantage Math Recovery® (AVMR)**: There is a need for teachers to understand what level of math understanding their students possess. Many teachers of students in early elementary grades have not had significant opportunities to develop a deep understanding of how students learn math along with knowing how to diagnose students’ strengths and weaknesses.

The AVMR Course 1 is a 4-day course that focuses on increasing the K-2 classroom teacher’s knowledge of the early numeracy trajectory. Teachers learn to use a series of three diagnostic assessments that provide data on each student across the five areas of early numeracy. Teachers learn how to analyze the assessments and make instructional choices that are appropriate for students’ current understandings. Similar to Early Literacy assessments, these assessments are diagnostic in that they aid in identifying areas of need for students. AVMR benchmarks correlate directly to the Critical Areas of the Common Core.

To participate, districts will commit each teacher to 4 days for the course and 2 days to follow up to administer assessments collaboratively.

There will also be a mandatory ½ day in May for administrators.

$26,000 is available.

Districts may apply for up to $4,050 to fund stipends and substitute teachers for participants in DSAC sponsored activities.

Districts may apply for up to $14,750 to act as the lead agency for a regional partnership. Funds may be used for consultant support, materials, and related expenses for regional activities.

a. **Objective**: To provide support for Level 3 districts in training their Elementary (K-2) teachers in AVMR Course
b. **Outcomes**: Teachers learn to use a series of three diagnostic assessments that provide data on each student across the five areas of early numeracy. Teachers will implement the assessments and differentiated instruction based on the data.
c. **Participants**: Educators who teach and support mathematics in Pioneer Valley DSAC-served Level 3 schools.
INSTRUCTIONS FOR APPLYING FOR REGIONAL FUNDS

GENERAL GUIDANCE AND INSTRUCTIONS

- All Level 3 and districts and districts exiting Level 3 in 2014-2015 that are served by the Pioneer Valley DSAC are eligible to participate in these priorities and opportunities.

- District participation in regional priority projects is optional.
  
  - Districts intending to act as lead agency or request regional funds to support participation in regional projects must submit a letter of Intent to apply for funding by **December 12, 2014**. A letter of intent may be submitted in the form of an email to Karen Johnston kjohnston@doe.mass.edu, and copied to Ken Rocke kenneth.rocke@dsacma.org, Les Edinson les.edinson@dsacma.org, and Rachel Porter rachel.porter@dsacma.org. Please note that the letter of intent is not an application, merely the intent to apply before the March 13, 2015 deadline.

- Eligible districts may apply to participate in one or more priority projects.

- Single districts, acting as lead agencies for a partnership of districts, will apply for funds on behalf of partnerships for **Priorities 2 and/or 4**. If your district is acting as lead agency for either one or both of these projects, please see the instructions below for specific guidance on applying for these funds.

- Individual districts may apply for additional funding in order to participate in **Regional Priorities 1, 3 or 4**.

- Districts may submit a single grant application that includes both their base district DSAC grant allotment and funds for Priorities. Additional instructions on preparing the narrative and budget workbook for each priority area are detailed below.

- Districts may also choose to submit partial applications. That way a district or partnership has the flexibility to get school year activities funded immediately and make decisions about how any remaining funds will be used at a later date. Districts exercising this option will subsequently amend the appropriate budget workbook(s) and need to do so by the DSAC grant deadline of **March 13, 2015**.

  For instance, a district acting as lead agency for Priority 2 may want to submit a narrative and budget workbook in early December in order to get the leadership network launched during the school year. If the district plans to use its base DSAC grant allotment for summer activities, it could take additional time to plan how it will use its base DSAC grant allotment and submit a budget workbook amendment and revised grant narrative closer to the March 13, 2015 deadline for submission of completed DSAC grants.

- The actual amount of funding awarded for each priority project will depend upon the number of districts and partnerships submitting applications that meet the criteria for funding.

- Once you complete your grant application, the DSAC Regional Assistance Director will review the forms to ensure that they reflect the plan agreed upon during the collaboration process. If the agreement differs substantially from the plan originally agreed upon during the collaboration process, the DSAC Regional Assistance Director may contact the district for further information and, if necessary, ask for a revised plan.
The DSAC Regional Assistance Director will send an e-mail indicating approval of the plan. The DSAC Regional Assistance Director will also send a copy of the forms, along with a copy of the approval e-mail, to ESE’s Regional System of Support. This completes the process for submitting your regional priorities grant proposal.

- If you have questions about completing the application materials, please e-mail or call Karen Johnston, the Regional System of Support Coordinator, for assistance (kjohnston@doe.mass.edu; 781-338-3539).

**REGIONAL PRIORITY 1: INSTRUCTIONAL LEADERSHIP NETWORK EXPANSION**

Individual districts may apply for up to $2,000 for substitute costs related to participation in this opportunity.

- Proposed budget expenditures for Priority 1 may be incorporated into the same 220-E budget workbook you are using for your district’s DSAC grant allotment.

- Complete the **Regional Priorities** worksheet in the 220-E workbook:
  - Select **Instructional Leadership Network Expansion** from the dropdown menu for **Projects**
  - Indicate the amount of funding you are requesting for Priority 1.

- Provide details on proposed expenditures in the **Budget Summary** worksheet.
  - Wherever possible, use the Regional Priorities categories in the budget worksheet

**REGIONAL PRIORITIES 2: PRINCIPAL LEADERSHIP NETWORK DEVELOPMENT PROJECT**

Districts planning to apply for regional priority 2 should note the following expectations and funding priorities for this project.

**Expectations for Applicants for Pioneer Valley DSAC Principal Leadership Network Development Project**

Applicants will be expected to:

- Develop regional partnerships which, at a minimum, must include at least two Level 3 or 4 DSAC-served districts and the regional DSAC;
- Work in partnership with the regional District and School Assistance Center (DSAC) to facilitate professional learning across the partnership and region; and
- Identify a vendor to coordinate and facilitate achievement of all objectives articulated above for the project.

**Funding Priorities for Pioneer Valley DSAC Principal Leadership Network Development Project**

Priority will be given to proposals that demonstrate:

- Partnerships of multiple Pioneer Valley DSAC Region districts;
- Selection of a vendor with appropriate expertise for the regional priority project being funded;
- A viable timeline for achieving project objectives; and
- Appropriate use of funds.
Please use the following guidance and instructions if you plan to participate in this project.

- Select one district in the partnership to act as the lead agency for the regional priority project. This district will submit a narrative and detailed budget for the project on behalf of the partnership.

- Superintendents of districts committed to taking part in the project should send an e-mail affirming their participation in the network to the lead agency and the Pioneer Valley DSAC Regional Assistance Director. Copies of these e-mails should be included in the grant application.

- The narrative for the priority project should be appended to the lead agency’s Part III: Plan for Grant Fund Use form. Part III, Section B does not need to be completed for Regional Priorities.

- The grant narrative should:
  
  o Briefly describe how the network will address the objectives articulated above. Your proposal may include goals and objectives in addition to those above.
  o Include a list of all districts and schools committed to taking part in the partnership. Please indicate those schools that are Level 3.
  o Lay out a realistic timeline for the activities of the network.
  o Identify the vendor your partnership has selected for the regional priority project and briefly describe the vendor’s capacity to fulfill its goals and objectives (Resumes of the individuals who will be coordinating and facilitating the work should be submitted in the grant application).
  o Provide a detailed budget of proposed expenditures.

- Guidance on completing 220E budget workbooks for district acting as Lead Agency for Regional Priority 2 (i.e., Pioneer Valley DSAC Principal Leadership Network Development Project)
  
  o Proposed budget expenditures may be incorporated into the same 220E budget workbook(s) you are using for your district’s base DSAC grant allotment (i.e., School Year and/or Summer)
  o Complete the Regional Priorities worksheet in the 220E workbook
    ▪ Select Principal Leadership Network Development Project from the dropdown menu for Projects
    ▪ Indicate the amount of funding you are requesting on the appropriate line.
  o Add the proposed expenditures to the Budget Summary worksheet in the appropriate 220E budget workbook(s)
    ▪ Wherever possible, use the Regional Priorities categories in the budget worksheet

REGIONAL PRIORITIES 3: CAREER/VOCATIONAL TECHNICAL EDUCATION INSTRUCTIONAL LEADERSHIP NETWORK

Individual districts may apply for up to $2,500 for stipends and substitute costs related to participation in this opportunity.

- Proposed budget expenditures for Priority 3 may be incorporated into the same 220-E budget workbook you are using for your district’s DSAC grant allotment.
• Complete the Regional Priorities worksheet in the 220-E workbook:
  o Select CVTE Instructional Leadership Network Project from the dropdown menu for Projects
  o Indicate the amount of funding you are requesting for Priority 3.

• Provide details on proposed expenditures in the Budget Summary worksheet.
  ▪ Wherever possible, use the Regional Priorities categories in the budget worksheet

REGIONAL PRIORITIES 4: ADD+VANTAGE MATH RECOVERY® (AVMR)

Districts planning to apply for regional priority 4 should note the following expectations and funding priorities for this project.

Expectations for Applicants for ADD+VANTAGE MATH RECOVERY® (AVMR)

Applicants will be expected to:

• Develop regional partnerships which, at a minimum, must include at least two Level 3 or 4 DSAC-served districts and the regional DSAC; and
• Work in partnership with the regional District and School Assistance Center (DSAC) to facilitate professional learning across the partnership and region.
• Districts will commit each enrolled teacher to 4 days for the course and 2 days to follow up to administer assessments collaboratively.
• There will also be a mandatory ½ day in May for administrators.

Funding Priorities for ADD+VANTAGE MATH RECOVERY® (AVMR)

Priority will be given to proposals that demonstrate:

• Partnerships of multiple Pioneer Valley DSAC Region districts;
• A viable timeline for achieving project objectives; and
• Appropriate use of funds.

Please use the following guidance and instructions if you plan to participate in this project.

• Select one district in the partnership to act as the lead agency for the regional priority project. This district will submit a narrative and detailed budget for the project on behalf of the partnership.

• Superintendents of districts committed to taking part in the project should send an e-mail affirming their participation in the network to the lead agency and the Pioneer Valley DSAC Regional Assistance Director. Copies of these e-mails should be included in the grant application.

• The narrative for the priority project should be appended to the lead agency’s Part III: Plan for Grant Fund Use form. Part III, Section B does not need to be completed for Regional Priorities.

• The grant narrative should:
  o Briefly describe how the network will address the objectives articulated above. Your proposal may include goals and objectives in addition to those in above.
o Include a list of all districts and schools committed to taking part in the partnership. Please indicate those schools that are Level 3.
o Lay out a realistic timeline for the activities of the network.
o Provide a detailed budget of proposed expenditures.

• Guidance on completing 220E budget workbooks for district acting as Lead Agency for Regional Priority 4 (i.e., ADD+VANTAGE MATH RECOVERY®)
  o Proposed budget expenditures may be incorporated into the same 220E budget workbook(s) you are using for your district’s base DSAC grant allotment (i.e., School Year and/or Summer)
  o Complete the Regional Priorities worksheet in the 220E workbook for lead agency
    • Select AVMR Implementation: Lead Agency from the dropdown menu for Projects
    • Indicate the amount of funding you are requesting on the appropriate line.
  o Complete the Regional Priorities worksheet in the 220E workbook for individual district
    • Select AVMR Implementation: School Participation from the dropdown menu for Projects
    • Indicate the amount of funding you are requesting on the appropriate line.
  o Add the proposed expenditures to the Budget Summary worksheet in the appropriate 220E budget workbook(s)
    • Wherever possible, use the Regional Priorities categories in the budget worksheet

Individual districts may apply for up to $4,050 for costs related to participation in this opportunity.

• Proposed budget expenditures for Priority 4 may be incorporated into the same 220-E budget workbook you are using for your district’s DSAC grant allotment.

• Complete the Regional Priorities worksheet in the 220-E workbook:
  o Select AVMR Implementation: School Participation from the dropdown menu for Projects
  o Indicate the amount of funding you are requesting for Priority 4.

• Provide details on proposed expenditures in the Budget Summary worksheet.
  • Wherever possible, use the Regional Priorities categories in the budget worksheet