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| **Name of Grant Program:** High-Quality Instruction - Summer Planning Grants | **Fund Code:** 144, 218 |

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| PART III – REQUIRED PROGRAM INFORMATION |

**Instructions:** Complete and submit this form along with Part I (Standard Application form) and Part II (Budget Detail form) to Ian Stith- [Istith@DOE.mass.edu](mailto:Istith@DOE.mass.edu) by 5 pm on February 15th, 2019. Use this form as a template for your application.

**Required Template**

Fill out all sections completely

**I. Overview**:

1. District Name:
2. Primary Grant Contact:
3. Primary Grant Contact Email:
4. Primary Grant Contact Phone:

**II. Program and Spending**

Portions of this grant are funded using unclaimed or returned funds from federal Title IIA grants. If successful applicants fail to fully spend these funds, they must be returned to the U.S Department of Education. To ensure that the district will fully expend these funds, please list the names and contact information for two additional district administrators who will share responsibility for completion of the grant.

* Grant Administrator 2:
  + Name:
  + Email:
  + Phone:
* Grant Administrator 3:
  + Name:
  + Email:
  + Phone:

**Note:** Path 3 applicants who are including teachers from neighboring districts must submit a letter on letterhead from the neighboring district affirming participation.

**III. Grant Category**

*Select One*

**\_\_\_ Path 1**. Adopting high-quality instructional materials

\_\_\_ **Path 2.** Implementing high-quality instructional materials

\_\_\_ **Path 3.** Piloting high-quality STE instructional materials **IV. Assessment of Current District Materials**

Provide a brief overview of the district’s instructional materials. Emphasize grades/subject areas that will be the focus of this grant activity. Explain how the path that you are selecting aligns with the current status of your district’s instructional materials.

* Path 1 applications should describe any needs identified within the district to establish a Curriculum Council to guide instructional materials decision-making. This should include a description of the degree to which the district’s current instructional materials can be considered high-quality as defined in the pathway description.
* Path 2 applications should describe the instructional materials you are using and your rationale for determining them to be high-quality.
* Path 3 applications should discuss current STE materials and readiness for piloting a new set of materials.

***(250-500 words)***

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**V. Proposed activities and participants**

Describe what you intend to do and who will participate. Applications should detail how teachers from various roles (including general educators, special educators, and ESL educators) will participate in the grant programs.

* Path 1 applications should describe who will be on the Curriculum Council(s), when they will meet, what they will accomplish, and how the district will ensure the sustainability of this program beyond the summer.
* Path 2 applications should describe which groups of teachers, and how many, will receive stipends and how their professional learning will be structured. Applications should describe how the proposed professional development will address the key instructional shifts associated with the 2016 STE and 2017 Mathematics and ELA/Literacy Frameworks.
* Path 3 applications should describe which groups of teachers, and how many, will receive stipends and how their professional learning will be structured.

***(500-750 words)***

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**VI. Products, outcomes, evidence of success**

Describe how you will know the grant program has been successful. Be as specific and concrete as possible. How will the district meet the stated intended outcome goal of this path?

***(100-250 words)***

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**VII. Acknowledgement of communication expectations**

Each Path 1, Path 2, and Path 3 grant recipient must complete two required points of contact with DESE:

1. There will be a mid-grant conference call held at 10:00 AM on July 24th, 2019 to discuss the status of grant-funded programs. All awardees will be required to participate.
2. Complete a brief Grant Final (End-of-Year) Report to be submitted no later than Friday, September 27th, 2019.

Each Path 1 or 2 grant recipient must also complete one additional report

1. Complete a brief survey of participating educators as evidence of completing pathway outcomes. (Surveys to be provided by DESE). Report to be submitted no later than Friday, December 20th, 2019.

[**Path 3 Additional Details and Requirements**](http://www.doe.mass.edu/grants/2019/144-218/path3.docx) (Piloting high-quality STE instructional materials)