## ***Massachusetts Department of Elementary and Secondary Education FY2023***

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| **Name of Grant Program:** Evaluate and Select HQIM Support Network | **Fund Code:** **161** |

**Fund Use Details**

This attachment provides full details about how **Evaluate and Select High-Quality Instructional Materials (HQIM) Support Network** grant funds may be used. This grant will provide funding and support from Department specialists through the duration of the 22-23 school year for districts to complete the activities listed below. Districts can apply for 1 or 2 content areas [CLCS, ELA/Literacy, Math, Science] as indicated in their Network registration. Following the grant period, recipients are expected to continue implementing the selected high-quality curricular materials and will have access to ongoing assistance from DESE specialists, as needed. All purchases require approval by DESE prior to accessing grant funds. Lack of progress or submission of required documents will result in discontinuation of funds.

Please read the rest of this document for details and see the attached budget workbook for specific funding limits and amounts.

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1. **A process of evaluating and select high-quality core curricular materials**. A representative district team of 2-4 people will engage in a process of evaluating and selecting high-quality core curricular materials for DLCS, ELA/Literacy, Math, or Science (no more than 2 content areas can be supported by this grant), guided by Department specialists who will provide technical assistance. Grant funds will be used to stipend a team of educators and stakeholders at the district level (Curriculum Council) to engage in this process (see below). All members of the district-identified Team Leaders are required to attend all 22-23 Evaluate and Select HQIM Network meetings and make progress in the [IMplement MA](https://www.doe.mass.edu/instruction/impd/implement-ma-process/story.html) process outside of Network meetings. Failure to do so will result in discontinuation of funds. The expected time frame for the selection process is Fall 2022 through Spring 2023. This time frame includes time to pilot/field test materials. All grantees are expected to select high-quality core curricular materials by June 1, 2023, at the latest.
2. **Curriculum Council stipends.** The Curriculum Council, a diverse coalition of stakeholders (e.g., district/school staff, teachers, specialists, administrators, school committee, families and students) will be expected to take action to move forward the [IMplement MA](https://www.doe.mass.edu/instruction/impd/implement-ma-process/story.html) process in their district or across schools, as applicable. It is expected that the Curriculum Council will meet between Network meetings. In this role [Curriculum Council], plan to meet for 4–8 hours per month at a maximum daily rate of $200.00 per person between Network meetings. Up to $20,000 total per content area can be budgeted under “stipends” to cover time beyond contractual hours for evaluating and selecting high-quality core curricular materials and serving on the Curriculum Council. All stipends require documentation and approval by DESE prior to accessing grant funds.
3. [**Curriculum Literacy**](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.doe.mass.edu%2Finstruction%2Fimpd%2Fprocess-guide%2Fcurriculum-literacy.docx&wdOrigin=BROWSELINK) **professional development for the Curriculum Council.** Based on the results of the district’s Curriculum Literacy survey, determine the professional development needed for the Curriculum Council to effectively evaluate and/or select high-quality core materials (e.g., understanding shifts in standards, standards-aligned instruction, culturally responsive and inclusive teaching, using evaluation rubrics). DESE will assist in analyzing your curriculum literacy survey results to support identifying a qualified vendor, as needed, and vendors will need to be approved by DESE. Professional development should commence immediately after grant award notification. This grant will fund the cost of the PD with a cap of $10,000 per content area per district. Please use the Budget Workbook to calculate estimated costs. All purchases require approval by DESE prior to accessing grant funds.
4. **Purchase of materials required to effectively complete a comprehensive and data-driven field test.** With a narrowed list of 2-3 set of curricular materials to investigate, the Curriculum Council will utilize district priorities to guide a deep investigation (herein referred to as “field test”). A data-driven field test should be designed to specifically target district priorities, such as day-to-day lesson timing, supports for English learners, practical use of resources, alignment to instructional vision, etc. A field test should be brief and limited to a unit or series of lessons. This grant will cover the cost of materials needed for conducting an effective and comprehensive field test (unit materials, publisher-required initial training, teacher and student consumables, etc.) up to $5,000 per content area per district. Grantees will have to submit a quote for field testing purchases for approval by DESE prior to accessing grant funds.

These core curricular materials must be rated “meets” or “partially meets” on [CURATE,](https://www.doe.mass.edu/instruction/curate/) or

* 1. ELA/Literacy: rated “Green” on [EdReports’](https://edreports.org/) Gateways 1 and 2;
  2. Math/Science: rated “Green” on [EdReports’](https://edreports.org/) Gateway 1 and “Green” or “Yellow” on Gateway 2;
  3. Digital Literacy and Computer Science (DLCS): rated as “comprehensive curricular materials” with alignment to college-and-career-ready learning standards on the [DLCS Curriculum Guide](https://www.doe.mass.edu/stem/dlcs/curriculum-guide.pdf?v=7/21/2022%2012:55:56%20PM).

Please use the Budget Workbook to calculate estimated costs.