| **Name of Grant Program:** *Early Grades Literacy Grant: Creating Robust Language Rich Environments for All Students* | **Fund Code:** 734 |
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| PART III – REQUIRED PROGRAM INFORMATION |
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# PART III – REQUIRED PROGRAM INFORMATION/ GRANT NARRATIVE

Answer each question below, designating the letter of the question with your answer (i.e., write “A” before the response to A., etc.).

1. **Provide the name and contact information for the person at the school who would manage the programmatic aspects of the grant.**

Name:

Role:

District:

Email:

Telephone:

1. **Identify the level of participation your school is interested in applying. List schools in the order of preference for participation**

* **Group 1**

Group 1 must:

* Identify a team consisting of one teacher from each of the target grade levels (K-3 or K-2 dependent on school makeup) and one school based leader responsible for early literacy decision making (an administrator or teacher-leader) that will participate in all grant activities;
* Commit to ensuring that all team members participate in **all grant meetings**: three (3) statewide literacy institutes, three (3) full day regional meetings, and three (3) afterschool virtual meetings; and
* Commit to supporting the implementation of standards based tasks designed by the school team as required by the grant;
* Facilitate the learning of students by acquiring and applying knowledge, skills, and abilities that address student needs and improvement goals of the district, school, and individual;
* Commit to showcasing implementation of work at the school level.

**District Name:\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| **School Name** | **Kindergarten Teacher(s)** | **1st Grade Teacher(s)** | **2nd Grade Teacher(s)** | **3rd Grade Teacher(s)** | **Administrator** | **Other (EL, SPED, Coach, etc.)** |
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* **Group 2 (no more than three (3) schools per district)**

Group 2 must meet all requirements specified for Group 1 and:

* Commit to establishing, if not currently established, a vertical professional learning community comprised of at least the members of the school team that will meet with an early literacy consultant (provided by DESE) at the school between statewide and regional meetings.
* Commit to participating in at least one cross-site school visit with a Group 2 participating school.

**District Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

| **School Name** | **Kindergarten Teacher(s)** | **1st Grade Teacher(s)** | **2nd Grade Teacher(s)** | **3rd Grade Teacher(s)** | **Admin** | **Other (EL, SPED, Coach, etc.)** |
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1. **Describe your rationale for applying for this program and how the grant aligns with the goals of your district and school. (500 word maximum)**

Explain why you chose to apply for this grant, including: evidence of the current structures and needs specific to early grades literacy, teachers’ content knowledge of early grades literacy, standards implementation, vertical alignment across the grades, and how grant activities will advance student learning. Note: If the school(s) in this application receive services from DESE’s Statewide System of Support (SSoS), please explain how this grant will support the schools’ turnaround plan.

1. **Describe how the district will support schools participating in this grant.** **(250 word maximum)**

Provide clear, specific examples of how the district will support participating schools in grant activities and transfer of content.

1. **Anticipated changes, including anticipated outcomes. (250 word maximum)**

Provide clear, specific examples of the changes you expect as a result of participation in this grant.

How will the work…

* directly support and impact practice at the classroom level?
* directly impact student learning?
* support a collaborative culture?

1. **Describe how school administration will support implementation of the grant at the school level (i.e., vertical integration, PLC, program analysis, task generation, etc.). (250 word maximum)**

**NOTE: For Schools applying for Group 1, go to J-K to complete the grant application.**

**Group 2 participation ONLY**:

1. **Describe the school’s readiness for this level of participation. (250 word maximum)**

Describe the school’s current initiatives and how these initiatives align and support the work outlined in the early grades literacy grant.

1. **Describe how the school based support of an early literacy consultant will be an asset to your school. (250 word maximum)**

Describe how the support of an early literacy consultant aligns with your goals, can support your staff and promote teacher ownership of grant activities and expectations.

1. **Describe the scope of anticipated work of the early grades literacy consultant and how they will support current school based literacy initiatives (a menu of potential work and activities is provided below. (500 word maximum)**

Using the menu below indicate the anticipated scope of work the early grades literacy consultant will engage in with the school based team.

| -**Planning Time Support and Facilitation**: Either during or after the school day. Schools will identify a dedicated time to plan how to integrate information and learning from the statewide institutes and regional meetings making it actionable in lessons across content.  -**Data Analysis:** Consultants would assist schools in using protocols to look at and analyze data from summative, benchmark/interim and daily formative assessments.  -**Facilitating Observational Rounds**: Consultants will facilitate instructional rounds with teachers. Teachers will determine the identified lens, observe, debrief and plan next steps.  -**Supporting and Building Capacity for the School/District Level Coaches**: Consultants will meet with building-based coaches or administrators to provide feedback on identified areas. For example, a consultant may facilitate a learning walkthrough with the administrator and/or coaches to identify trends and patterns emerging in literacy instruction and help plan for next steps that leaders may take to move instruction forward.  -**Dissemination of Institute and Regional Meeting content at Staff Meetings**: The literacy consultant will plan and present content at staff meetings with participating teachers and provide follow up to in order to scale up the participation to include the entire staff and faculty. |
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**J-K. Include completed assurance forms (Part IV: School Assurance, Part V: District Assurance) signed by the district superintendent, the building principal and identified educators who will be participating in the grant.**