**Responses to questions for the** [**High-Quality Instructional Materials Implementation Grant**](https://www.doe.mass.edu/grants/2023/185/)

**Questions due October 21, 2022**

1. **How will districts be selected?**  
   **Response:** Eligible districts will be evaluated on the following four criteria:

* ***District Readiness:*** Because implementation builds off previous efforts to evaluate, select, and purchase high quality materials, a key criterion for the grant is previous success in these previous steps. This includes identifying and centering a strong instructional vision and reporting curriculum use in the Curriculum Data Collection.
* ***Commitment to Equity:*** Skillful implementation of HQIM is a key strategy to support equity in schools by ensuring consistent and rigorous expectations for all students. In addition, districts efforts such as those outlined Culturally Responsive Teaching and Leading or creating a more diverse and equitable workforce will be prioritized.
* ***Sustainability:*** Ultimately, the implementation grant is designed to support districts' transformation that will only impact students if sustained. District that demonstrates stability in leadership and a history of commitment to using high quality instructional materials will be prioritized.
* ***District Need:*** Districts who serve our most historically underserved populations, such as economically disadvantaged students, will be prioritized.

1. **Which materials are considered high quality instructional materials (HQIM)?**  
   Response: Materials are considered to be high quality instructional materials, as defined by a rating of "Partially Meets Expectations" or "Meets Expectations" on CURATE or

* ELA/Literacy: rated "Green" on EdReports' Gateways 1 and 2;
* Math/Science: rated "Green" on EdReports' Gateway 1 and "Green" or "Yellow" on Gateway 2;
* 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.

1. **Do I have to reapply next year (or can I apply next year)?**  
   **Response:** No. Districts awarded FY23 funding for the grant will have the opportunity to apply for an FY24 continuation grant (upon approval – 8/31/2024). Eligibility for the continuation grant is contingent upon meeting FY23 requirements, a continuation application, and funding availability.
2. **What if I have not reported data in the Curriculum Data Collection?**  
   **Response:** If your district has adopted identified high quality materials and has not reported those materials, you are still eligible as long your district reports prior to the grant deadline. Directions for reporting that data can be found using this link: <https://www.doe.mass.edu/instruction/impd/data-collection.html>
3. **What if I have already completed a landscape analysis or have an Implementation Plan?**  
   **Response:** Your Implementation Consultant will work with the special context of each district. This includes taking advantage of good work that has been completed prior to the grant beginning. That said, districts should not expect to skip these components of the grant program.
4. **Can I use the grant to fund Implementation Activities for this 2022-2023 school year?**  
   **Response:** Districts that are currently engaged in implementation activities during the 2022-2023 school year are strongly encouraged to continue those activities. It is recommended that districts consider focusing on activities that would occur after August of 2023. However, districts can begin to fund activities such as professional development as soon as the Implementation Plan has been approved by DESE.
5. **How will the funding be utilized?**  
   **Response:**

* Professional Development from an DESE approved vendor for educators, including teachers, instructional coaches, and administrators. Districts will work with the Implementation Consult to review and receive DESE approval.
* Educator's time, either through the use of stipends for educators time above and beyond contracted time, or funds to hire additional staff to offer participating staff release time from other district responsibilities.
* The strengthening of curriculum literacy among future educators through the development or strengthening of the Educator Preparation partnership, including purchasing access to curricular materials for regular use in educator preparation programs, such that candidates graduating from that program have a strong foundation in the curricular materials used by the district or LEA.
* Targeted one-time expenditures that support the sustainability goals of the grant. All expenditures must be approved by DESE before they are made.

1. **What is our district commitment to this grant?**  
   **Response:** Funded districts agree to participate in all grant activities through August 2024. This includes regularly meeting with the consultant to enact program activities, providing adequate support for the district’s Implementation Grant Leadership Team, adequate access to teachers during the landscape analysis, regularly meeting with DESE and/or submitting reports to discuss progress towards meeting goals, and other opportunities to support enacting activities outlined in the district’s Implementation Plan.
2. **What is the role of the consultant?**  
   **Response:**
   1. Providing feedback and technical support to the district’s Grant Leadership Team throughout the grant.
   2. Lead landscape analysis
   3. Work with the District and Ed Prep Program’s Grant Leadership Team to develop an Implementation Plan that centers equity
   4. Provide regular technical support to the Grant Leadership Team
   5. Coordinate engagement with the Department, Evaluator, and any other partners
   6. Ensure successful accomplishments of goals outlined in the Implementation Plan, with special attention to racial equity.
   7. Identify successful strategy and resources to be published in DESE tools such as an updated IMplement MA guide.
3. **What is the role of the evaluator throughout the grant?**  
   **Response:** 
   1. Provide formative feedback to the district’s Grant Leadership Team about implementation efforts, with special attention to supporting equity.
   2. Provide annual report on the effectiveness of the Implementation Plan to the district’s Grant Leadership Team and DESE.
   3. Provide a summative report to DESE on the impact of the HQIM Implementation Grant.
4. **My district has already received funding through DESE for HQIM. May we still apply?**  
   **Response:** Yes. Districts that were previously were awarded funds through grants like the Math Acceleration Grant are eligible for this grant.
5. **We don’t have an implementation plan yet?** **Will this be held against us?**  
   **Response:** No, the lack of an implementation plan will not be held against you. This grant will support supporting districts to develop an implementation plan for the high-quality materials for which the district gets funded.
6. **Will DESE post a list of schools that are eligible?**  
   **Response:** No. All districts that have adopted identified high quality materials for ELA/literacy, math, science, or DLCS and have reported this information to the Curriculum Data Collection are eligible to apply.
7. We started this year with a pilot and are making the selection this fall. **Could we be eligible for the HQIM Implementation grant if we begin the implementation process this coming spring?**

**Response:**  Districts that are still in the process of selecting materials are not eligible for this grant for those materials. All districts that have adopted identified high quality materials for ELA/literacy, math, science, or DLCS and have reported this information to the Curriculum Data Collection are eligible to apply.

1. **How do I apply for this grant?**

**Response:** The grant RFP, along with submission requirements, are available using this link: <https://www.doe.mass.edu/grants/2023/185/>

1. **We are a private parochial school in Massachusetts. Could we qualify for this grant?**

**Response:** This grant is funded by ESSER and limited to public school districts. Note that Congress created a separate Private School Covid Relief program called [Emergency Assistance to Non Public Schools (EANS)](https://www.doe.mass.edu/federalgrants/esser/eans.html) for private schools.

1. **I work for a collaborative and would like to know if this is an opportunity for which we can apply or is this only for LEAs?**

**Response:**  Yes, Collaboratives are eligible to apply for the grant. Requirements to apply include adoption of identified high quality materials the content areas articulated in the RFP and a submission of that information to the Curriculum Data Collection: <https://www.doe.mass.edu/instruction/impd/data-collection.html>

1. Our district has formed a Reading Task Force to investigate and adopt a high-quality reading curriculum for our K–6 schools. We are working with [Vendor] to guide our work and make the best decision moving forward. We'll be narrowing this down to 2 programs for a full review from October 22 to March 23 to adopt the final program for use in fall 2023. I wanted to clarify the following statement to see if we could still apply even though we haven't finalized the program yet: **Have selected and purchased high-quality core curricular materials for one or more content areas and/or grade bands.**

**Response:** Districts that are still in the process of selecting materials are not eligible for this grant for those materials. All districts that have adopted identified high quality materials for ELA/literacy, math, science, or DLCS and have reported this information to the Curriculum Data Collection are eligible to apply.

1. **Could you please give a dollar range of how much each award will be? Or is there a specific range per school or curriculum material implemented?**

**Response:** The specific grant monies will vary upon each application; there is no specific range. When applying, utilize the budget calculator to estimate grant award.

1. In the Commissioner's Update, there were dates for information sessions, but no links to register.  **Will these still be happening?**  They would be very helpful to get a more complete picture of the intention of these funds and shape our application.

**Response:** The updated information can be found here: <https://www.doe.mass.edu/instruction/impd/>. Please consider attending the upcoming Informational sessions for the [High-Quality Instructional Materials Implementation Grant](https://urldefense.com/v3/__https:/mass.us14.list-manage.com/track/click?u=d8f37d1a90dacd97f207f0b4a&id=d8b8d341d4&e=b6878a59df__;!!CUhgQOZqV7M!lK5ZK6oDYYFVXnC_jUjlHkSlFR6HdjovG4gQaR20_xkaJ_C2qjoQwnJGT4SZcElI1hqhNnupS_o8ZKQepXub2rE8E3q8MfU$) (Fund Code 185) on [October 24th at 3pm](https://us02web.zoom.us/j/86816810960) and repeated on [November 1st at 9:30am](https://us02web.zoom.us/j/83891606771). The grant will provide funding and support to eligible local education agencies to implement high-quality instructional materials for English language arts/literacy, math, science, and digital literacy/computer science. View the grant posting for details. During those informational sessions we briefly outline the components of the grants and provide an opportunity to answer questions you have about the grant.  **The application deadline is 5:00 p.m. on Tuesday, November 22**.

1. Last year, [our] Collaborative was awarded an Accelerating Literacy Learning with High-Quality Instructional Materials grant, and, then again, this past summer, was approved for DESE funded materials that support Accelerating Mathematics Instruction for Students (2022-2023) program. Are we eligible to apply for the Fund Code 185 FY2023 High Quality Instructional Materials Implementation Grant?

**Response:** Yes, Collaboratives are eligible to apply for the grant. Requirements to apply include having adopted high quality materials in the content areas articulated in the RFP and a submission of that information to the Curriculum Data Collection: <https://www.doe.mass.edu/instruction/impd/data-collection.html>

1. We have already purchased PD from the publisher of the HQIM which we purchased. They are not listed on your providers of PD ([https://plpartnerguide.org/partner-search?fwp\_curricula=reveal-math](https://urldefense.com/v3/__https:/plpartnerguide.org/partner-search?fwp_curricula=reveal-math__;!!CUhgQOZqV7M!l3XiXgRFRd8XKsZIA6EaMZOHRkOmZV3ImkFJo-5neowIil7UP7986ryR6LOBrlvC8JYK8ciebXfW3nmInHpuWBIz34lJ$)). **Do we need to purchase more in order to qualify?**

**Response:** There is no requirement of previous PD purchase to apply for the grant.

1. The time we have purchased for PD from Publisher is being paid out of our own district budget (stipends for after school). **May we replace what we are currently paying with this if we are successful?**

**Response:** Once a district begins to implement their Implementation plan, this type of PD may be included, if approved by DESE. However, if you have PD planned for this upcoming winter, you should not anticipate using the grant funds to pay for it.

1. We do not have a connection with an Ed Prep program currently. **Do we need to build that relationship prior to applying?** I don’t think we have capacity for that at this time.

**Response:** The Educator Prep program partnershipan optional component. Competitive priority is being given to districts that are developing or seeking to develop this partnership, however.

1. **How does one define “one-time expenditures”?** We will need to continue to adapt our in-class projectors and develop handheld technology that will project the various support activities. We would love to include a purchase of IPADs for teachers. **Is that an expense one might expect?**

**Response:** One-time expenditures are individual purchases of books, tools, resources, that will support the district in meeting the goals identified in the grant application in a sustainable way. They are not intended to cover consumable student materials. All one-time expenditures must be approved by DESE.

1. If Grant applications are due Nov 10th, and I assume awardees will find out by Thanksgiving, **I’m curious how the Curriculum Consultant will be able to help provide implementation supports when buildings will be nearly 1/3 of the way through the school year.**

**Response:** DESEanticipates notifying districts in January 2023. In partnership with the Consultant, districts will engage in a landscape analysis that will inform the development of an implementation plan with an anticipated completion date of those initial grant activities in June 2023. Pending completion of FY23 activities, grantees will enact the implementation plan in FY24 through the FY24 continuation grant (upon approval-August 31, 2024).

1. Your notes say to visit this page “Please also visit our website: [Curriculum Matters: Instructional Materials and Professional Development](https://www.doe.mass.edu/instruction/impd/) for more information about the Grant, including webinars and FAQs.” – yet I don’t see information regarding webinars specific to this grant.

**Response:** The updated information can be found here: <https://www.doe.mass.edu/instruction/impd/>.

1. I would like to sign up for the upcoming webinar to find out more information about the High-Quality Instructional Materials Grant.  I know there is one on Monday Oct 24 from 3-4, just not sure where to sign up.

**Response:** Please consider attending the upcoming Informational sessions for the [High-Quality Instructional Materials Implementation Grant](https://urldefense.com/v3/__https:/mass.us14.list-manage.com/track/click?u=d8f37d1a90dacd97f207f0b4a&id=d8b8d341d4&e=b6878a59df__;!!CUhgQOZqV7M!lK5ZK6oDYYFVXnC_jUjlHkSlFR6HdjovG4gQaR20_xkaJ_C2qjoQwnJGT4SZcElI1hqhNnupS_o8ZKQepXub2rE8E3q8MfU$) (Fund Code 185) on [October 24th at 3pm](https://us02web.zoom.us/j/86816810960), and repeated on [November 1st at 9:30am](https://us02web.zoom.us/j/83891606771). The grant will provide funding and support to eligible local education agencies to implement high-quality instructional materials for English language arts/literacy, math, science, and digital literacy/computer science. View the grant posting for details. During those informational sessions we briefly outline the components of the grants and provide an opportunity to answer questions you have about the grant**.  The application deadline is 5:00 p.m. on Tuesday, November 22.**

1. **Is there a list of Educator Prep Program Partners that are approved by DESE?**

**Response:** A complete list of approved educator preparation programs is available on our [public profiles page](https://profiles.doe.mass.edu/search/search.aspx?leftNavId=11238). Additionally, you can search for specific programs using our [Find a Preparation Program tool](https://gateway.edu.state.ma.us/elar/licensurehelp/ProgramSearchPageControl.ser).

1. **Must all schools participate or is this something we could do with select schools?**

**Response:** The intention of this grant is to support coordinating activities across the district. DESE also understands that all districts are unique, and this may result in an implementation plan that may not include every school.

1. **Who would know if all schools in the district would have to participate?** We have 24 schools implementing new HQIM.  Would they all have to participate?

**Response:** The intention of this grant is to support coordinating activities across the district. DESE also understands that all districts are unique, and this may result in an implementation plan that may not include every school.

1. **The University we have a partnership with is “Approved with Conditions.” Would this be sufficient for this grant?**

**Response:** Yes, this would be sufficient for this grant.

1. **Can funds be used for year 2 or year 3 implementation of HQIM including materials and PD or only for initial adoptions?**

**Response:** Once a district begins to implement their Implementation plan, PD may be included, if approved by DESE. However, if you have PD planned for this upcoming winter during year 1, you should not anticipate using the grant funds to pay for it.

1. **Can this grant funding be used to PURCHASE the materials?** I'm unclear if it is exclusively to support the implementation of materials already purchased through other funding sources, or if the funding can be used to purchase the materials themselves.

**Response:** No, the funds cannot be used to purchase materials, with the exception that it can be used to purchase materials for a partnered educator preparation program.

1. **If we aren't sure of our literacy timeline, should we apply just in case?** (We are unsure whether we will adopt for fall 2023 or wait until fall 2024).

**Response:** A 2023 or 2024 adoption wouldn’t qualify under this opportunity.

1. **I was under the impression that those of us who received the Accelerating Math grant wouldn't be eligible for this** **in regard to Math.** If that is not the case, I will discuss applying with my team.

**Response:** Districts that have identified high quality materials and have submitted their information to the Curriculum Data Collection are eligible to apply for the grant, which aims to support districts to well-implement their high quality materials throughout the grant period and beyond.

1. **Do you know if all schools must participate or is this something we could do with select schools?**

**Response:** The intention of this grant is to support coordinating activities across the district. DESE also understands that all districts are unique, and this may result in an implementation plan that may not include every school.

1. **Neither CURATE nor EdReports appears to have a qualifying science program for any portion of grades K-5. Is this accurate?** **If it is, are there any programs currently under review or any plans to address this deficit?**

**Response:** Currently Amplify K-5 is the only science material that meets the definition outlined in the grant due to its review by EdReports and CURATE. Other initiatives in DESE are addressing the need for more quality materials in science.

1. Wilson Fundations appears as "orange," but is a research-based phonics program. Can a program like that be funded if it is complemented by other materials?

**Response:** Wilson Fundations was reviewed by Ed Reports and was rated as partially meets on Gateway 1 and Gateway 2, which does not meet the requirements for this grant.

1. We have previously had instructional coaches in literacy and mathematics funded through non-recurring grants (like ESSER). We have sufficiently scheduled contractual professional development time in which we could support the implementation of HQIM if we continued to have these coaches. **Can we fund these coaching positions through this grant?**

**Response:** No, educator positions may not be funded through this grant.

1. I read that this grant will be given out over the next 3 years. **Will there be a separate application process for FY25 and FY26, or do we apply for the next 3 years' worth of requests?**

**Response:** Districts awarded FY23 funding for the grant will have the opportunity to apply for an FY24 continuation grant (upon approval – 8/31/2024). Eligibility for the continuation grant is contingent upon meeting FY23 requirements, a continuation application, and funding availability.

1. **If we use multiple high-quality curricula, do we apply separately for each set of PD, or do we do one application and list all vendors we work with?**

**Response:** Districts may apply to fund up to two content areas for which they have adopted and reported to the Curriculum Data Collection. Each content area requires a separate proposal. We anticipate Implementation Consultants will be content specific, and ideally curriculum specific, so a district might have a different consultant for each content area.

1. I know Eureka math is on the list as HQIM, which we currently use in grades 3-5, but we have transitioned to Eureka Math Squared in grades K-2. **Would this also be considered HQIM or is that dependent on it being reviewed by Curate and/or Ed Reports.** We are hoping to transition grades 3-5 to it as well due to the increased scaffolding for ELs and Malden's large EL population, but it is important for us to know if that switch would make us ineligible for the grant.

**Response:** We understand why districts are adopting updated versions of materials ; however, we are aware that these are materials that have not gone through an external review process. To address this, please provide rationale and evidence for how the updated materials meet/exceed the expectations of quality established from the previous review and will well serve your students in part III, question A4.

1. **I know the worksheet calculates the budget estimate – can we change the estimate? Or are we locked into those estimated figured?**

**Response:** For fairness, please keep the formula calculations the same. However, if you wanted to request less funds, or have funds move from one category to another, you can add that information in Part III, question B5 that you don’t anticipate needing that much and how much you believe you would need.

1. **Are schools already in year 1 or 2 of an implementation eligible for funding?**

**Response:** Yes, districts in year 1 and 2 of implementation of new materials in their district are eligible to apply. All districts that have adopted identified high quality materials for ELA/literacy, math, science, or DLCS and have reported this information to the Curriculum Data Collection are eligible to apply.

1. We have a growing base of Desmos MS users. The program is currently in cue for review on Edreports, however as the materials are entirely derived from Illustrative Math, it will likely pass all green. **Would this program be eligible?**

**Response**: We understand why districts are adopting updated versions of materials ; however, we are aware that these are materials that have not gone through an external review process. To address this, please provide rationale and evidence for how the updated materials meet/exceed the expectations of quality established from the previous review and will well serve your students in part III, question A4.

1. **If we are a regional school district can we apply as a region.**

**Response:** Yes, as long as the grant activities are centralized (i.e., there is one Implementation Grant Leadership Team). Please make sure you note which district is taking the lead, and include the district codes for all the districts participating in the grant.

1. **May I apply for this grant as an individual school, or is it only for districts?**

**Response:** This grant is designed around the assumption that strong implementation of curricular materials is best supported with district coherence, and as a result, is aimed at district level implementation, so Applications will only be accepted at the district level. DESE also understands that all districts are unique, and this may result in an implementation plan that may not include every school.

1. We have purchased PD from our Publisher (vendor) for this school year 22-23. **Are you saying we are to purchase more PD for 23-24? If not, what are you describing when you say PD?**

**Response:** Once a district begins to implement their Implementation plan, this type of PD may be included, if approved by DESE. However, if you have PD planned for this upcoming winter, you should not anticipate using the grant funds to pay for it.

1. **When I completed my budget possibility, It says the Administrator gets paid $2K, and each teacher/collaborator gets paid $1K. Is that to be paid out during the 23-24 year?**

**Response:** The budget is calculated using a formula so district awards are fair across districts. If members of the Implementation Grant Leadership team are completing work during contractual hours, they cannot receive a stipend, and those funds can be used to pay for subs to cover work that they would otherwise be doing. If they are completing work outside of contractual hours, they can be awarded a stipend based on your district’s policies.

1. **There are many supplies I would like to purchase, including data collection materials (a new intervention program?) and want to know if that is a possibility.**

**Response:** This could be a potential for a one-time expense. The goal of the one-time expenses line is to provide for funds to purchase resources that will provide sustainable support for the district. If awarded the grant, you would work with your Implementation Consultant to ensure that these funds meet these expectations. If it is a subscription cost it would not be considered a one-time expense.

1. If we purchase NWEA (or MAP) – for testing and assessment materials, is that allowed, and what about the PD that goes with that?

**Response:** Subscriptions are not considered one-time expense options.

1. **Is PD supposed to just be from the publisher – or around how to enhance tier 1, tier 2 and tier 3 teaching – and if so around enhancing teaching, where do we select a vendor for that?**

**Response:** PD will be approved for any vendor with a demonstrated ability to support your accomplishment of the goals articulated in the grant application and supported by the landscape analysis. The identified PD could be from the publisher or an independent organization.

1. **Can this grant be used for funding instructional coach positions to support implementation of new math or literacy curricular resources/frameworks?**

**Response:** No, educator positions may not be funded through this grant.

1. We are using two sets of materials, should we make separate applications for each?

**Response:** Yes, apply separately for each curricular materials.

1. **How uniform and directive are the required processes with the DESE consultant?  Would it be possible for that person to review our plan and participate/review our existing structures vs. having us come up with a new plan?**

**Response:** Your Implementation Consultant will work with the special context of each district. This includes taking advantage of good work that has been completed prior to the grant beginning. That said, districts should not expect to skip these components of the grant program.

1. **I know the worksheet calculates the budget estimate – can we change the estimate? Or are we locked in to those estimated figured?**

**Response:** For fairness, please keep the formula calculations the same. However, if you wanted to request less funds, or have funds move from one category to another, you can add that information in add in Part III, question B5 that you don’t anticipate needing that much and how much you believe you would need.

1. **Can a district/charter school apply to support implementation in more than one curricular area?  Re:  ELA and Digital Literacy?**

**Response:** Districts may apply to fund up to two content areas for which they have adopted and reported to the Curriculum Data Collection. Each content area requires a separate proposal. We anticipate Implementation Consultants will be content specific, and ideally curriculum specific, so a district might have a different consultant for each content area.

1. **For the HQIM grant, do schools/districts need to identify an educator prep program/partner in advance in order to apply?**

**Response:** The Ed Prep partnership is not a requirement; it is just an optional component of the grant program with a competitive priority for districts that have or plan to have this partnership as part of their grant activities.

1. **We have purchased PD from our Publisher (vendor) for this school year 22-23. Are you saying we are to purchase more PD for 23-24? If not, what are you describing when you say PD?**

**Response:** If you have purchased PD for this 2022-2023 school year, I would as a district leader not plan on using grant funds to cover those costs. That said, I think they are valuable activities and we would strongly encourage you to continue those activities as planned. Since we do not see skillful implementation as a one-and-done experience, if you applied to the grant, you would work with the Implementation Consultant to identify what were the appropriate next steps to continue to grow as a district in skillfully implementing those materials. That may involve more direct professional development with teachers, or it might be release time for educators to focus on building systems within the district built off of those materials, such as improving coaching/peer feedback/evaluation, data systems, or student supports.

1. **How do we determine a “budget” for something we don’t know yet what they’ll suggest?** Maybe they want us working with “BetterLesson” and that costs $28K. Or, might they just suggest ideas that are not outside PD deliverables. That is why I’m struggling with this grant application. They may say the work going forward is to set up peer observation, common assessment and interventions. That is less “outside” pd money, but would require substitutes or paying teachers for after school time. Since I don’t know this in advance of working with the Consultant, I am not sure what “other materials” we should apply for….

**Response:** The budget estimates are for this FY23 fiscal year, to complete the landscape analysis and to develop the implementation plan. You would work closely with your implementation consultant to develop a budget for the next fiscal year that matches your Implementation Plan and apply for the FY24 continuation grant to support enacting that plan.

1. I am writing to inquire about the predicted amount of time that individual principals will need to spend with the consultant provided by DESE. As the Managing Director of Academics, I would be thrilled to partner with a supportive consultant, but I want to be clear with Principals how much of their time will require so they feel full in the know when they sign the Principal specific grant application doc.

**Response:** Funded districts agree to participate in all grant activities through August 2024. This includes regularly meeting with the consultant to enact program activities, providing adequate support for the district’s Implementation Grant Leadership Team, adequate access to teachers during the landscape analysis, regularly meeting with DESE and/or submitting reports to discuss progress towards meeting goals, and other opportunities to support enacting activities outlined in the district’s Implementation Plan.

1. We are not partnered with an Educator Preparation Program. I'm not really sure what that means exactly. **Will that prevent us from being considered for the grant?**

**Response:** The Ed Prep partnership is not a requirement; it is just an optional component of the grant program.

1. I noticed that some parts of the budget sheet were already populated and I assume that was done by DESE to account for the PD partnerships**. If not, should I eliminate those numbers.**

**Response:** If you select “no” on the worksheet, those budget items should be zero on the budget.

1. We are working with closely with Carnegie Learning and one of the components of our application will be two different summer content academies to allow our educators to deepen their knowledge of math and also advance the path to licensure for a number of them. Carnegie is equipped to provide this prep work for us and my question is **can they be listed as our Partnered Educator Preparation program partner on that assurances page?** They are certified as Professional Learning Partner Guides through Rivet Education as I am sure you know. We were not planning on a university partner for this work since Carnegie can provide it. Does that work?

**Response:** Carnegie Learning is not a licensed educator preparation program in Massachusetts. It may be the case that Carnegie could meet the definition of a professional development provider; however, this would need to be approved by DESE prior to funding grant activities.

1. We see the HQIM Implementation Grant for Computer Science (Fund Code 185) is for public schools. The Learning Center's schools (Marie Philip School and Walden School) are 766 schools. **Would we qualify?**

**Response:** Currently the opportunity is restricted to districts, and 766 schools do not meet that definition.

1. **Is it possible that ARC could become an approved DESE vendor for PD?**

**Response:** ARC could be an approved vendor for PD. You should work closely with the Implementation Consultant to determine if it is the best match.

1. **With the HQIM Implementation grant, do we have to follow the Universal Grant Guidelines for which there are no exemptions, or do we follow the state guidelines because professional development is exempt?**

**Response:** Procurement exemptions do not apply to federal funded or a combination of federal and state funded grants because of the strictest rule requirement.

Federal Guidance: Federal CFDA: 84.425 [Federal Coronavirus Relief Programs - Federal Grant Programs](https://www.doe.mass.edu/federalgrants/esser/default.html)

1. **Regarding PD (and I’m not sure if that is specific publisher PD like we currently have from our HQIM publisher, or PD from the Consultant) and also mentions building systems (like PLCs) – and does monetary disbursement to teachers take place in year 23-24 or over the life of the Grant?**

**Response:** The grant funds stipends to educators for Implementation grant activities beyond contractual hours or for subs to relieve teachers for grant activities that occur during contractual hours.

1. We have an in-house fellowship program to develop teacher and therefore do not partner with Educator preparation programs. **Do we need to have an ed prep component to apply for this grant or is that an optional element?**

**Response:** The educator prep partnership component is an optional element that has competitive priority. Districts that meet the eligibility requirements are encouraged to apply.

1. **We have so many questions about the grant. #1 question- Is there any chance of an extension to apply beyond November 10? Can the goal be a district goal not a school goal?**

**Response**: The grant submission deadline will be extended to Tuesday, November 22, 2022. Yes, the goal can at the district and not school level, for the grant is intended to support coherence through a district implementation plan of the high-quality materials.

1. **Can you clarify who an “administrator” is for the $2000 stipend.** Principals, grant administrator? I see that teachers receive a stipend as well. **Can teachers also receive workshop pay for PD work outside of the school day/year?**

**Response:** You can use the definition of administers articulated in the EPIMs Handbook. <https://www.doe.mass.edu/infoservices/data/epims/evaljobclass.docx>. Teachers can be stipend for work outside of their contractual responsibilities.

1. **Which forms do I need to submit by November 10th? I ask because I was filling all of the forms out, but then as I read a little further on the website it seems to indicate that some of the forms would only be filled out by districts who were awarded the grant.**

**Response:** The due date for applications is now November 22, 2022. All forms Part I through Part VI are necessary for application. Please email the required documents attached to a single email, to [cisgrants@mass.gov](mailto:cisgrants@mass.gov)  the subject line: District Name, FY23 FC185 HQIM IMPLEMENTATION GRANT. Please use the provided filetypes (word and excel). Signature pages should be sent as pdf documents.

1. **I have reached out to folks about being a part of the implementation leadership group. Obviously, staff may change between now and then. Is that ok?**

**Response:** Although we recognize that staffing may change, our expectation is the same leadership team follow the grant from beginning to end in order to establish coherence and successful implementations.

1. **Is there a limit to the number of members of the Implementation Leadership team?**

**Response:** There is not a limit to the number of members of the Implementation Leadership team.

1. **Does the team need to remain the same throughout the duration of the grant (8/24)?**

**Response:** Although we recognize that staffing may change, our expectation is the same leadership team

follow the grant from beginning to end in order to establish coherence and successful implementations.

1. **When completing the budget worksheet, entering a number for the team populates "administrators" on the budget page. Is this the correct line for all members of the team or should that line be school/district administrators?**

**Response:** For fairness, please keep the formula calculations the same. However, if you wanted to request

less funds, or have funds move from one category to another, you can add that information in Part III, question B5 that you don’t anticipate needing that much and how much you believe you would need.

1. **When will districts be notified who the assigned consultant will be?**

**Response:** Districts who successfully submitted an application by November 22, 2022 will be notified of their grant award and consultant match in January of 2023.

1. The application asks for names and email addresses for the leadership team for year 1 and year 2. Teachers need to know the time commitment for participation on the leadership team. We may not be able to name team members until we know more details. **Can we add additional members by amending if we are awarded the grant?**

**Response:** Although we recognize that staffing may change, our expectation is the same leadership team follow the grant from beginning to end in order to establish coherence and successful implementations.

1. **Who are the potential consultants that will be assigned to work with districts?**

**Response:** We are currently recruiting potential consultants through this RFR.[COMMBUYS - Bid Solicitation](https://www.commbuys.com/bso/external/bidDetail.sdo?docId=BD-23-1026-DOE02-DOE01-80880&external=true&parentUrl=close)

1. **How frequently will the consultant meet with the leadership team?**

**Response:** Districts should plan for regular opportunities to work with the Implementation Consultant, but the specifics of the meeting schedule will be determined by agreement between consultant and district.

1. **Does the district determine the meeting schedule or does the consultant?**

**Response:** The meeting schedule should be a collaboration between consultant and district.

1. **Are there restrictions on the level of the leader that would disqualify them from being eligible for the stipend?**

**Response:** The application includes assurances from the superintendent, which is sufficient for the grant application.

1. **If our goal is (f) coherent systems for data collection. Can we apply to use the funds to acquire a data dashboard?**

**Response:** One-time expenditures are individual purchases of books, tools, resources, that will support the district in meeting the goals identified in the grant application in a sustainable way. They are not intended to cover consumable student materials. All one-time expenditures must be approved by DESE.

1. **Does the Focus on Early Learning curriculum from the Boston Public Schools qualify as an approved curriculum for the High Quality Instructional Materials grant?**

**Response:** Materials are considered to be high quality instructional materials, as defined by a rating of "Partially Meets Expectations" or "Meets Expectations" on CURATE or

* ELA/Literacy: rated "Green" on EdReports' Gateways 1 and 2;
* Math/Science: rated "Green" on EdReports' Gateway 1 and "Green" or "Yellow" on Gateway 2;
* 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.

1. **Could we apply for grant funds to get started with Linkden, a data management system that houses all data and benchmark testing?**

**Response:** One-time expenditures are individual purchases of books, tools, resources, that will support the district in meeting the goals identified in the grant application in a sustainable way. They are not intended to cover consumable student materials. All one-time expenditures must be approved by DESE.

1. I have some folks who have volunteered to be a part of the implementation leadership team, but some of that might change by the end of the school year as folks are always moving around and we all know circumstances change in peoples' personal lives all the time.  **Is the expectation that this team would stay the same from the initial application to the start of the grant work?**

**Response:** Although we recognize that staffing may change, our expectation is the same leadership team follow the grant from beginning to end in order to establish coherence and successful implementations.

1. **For the Curriculum Implementation Team, can our building literacy specialists be the building**

**administrators, or should it be a principal/assistant principal?** If it has to be the principal/assistant principal, would the literacy specialists then go under support

personnel?

**Response:** Districts should identify members of the Implementation Leadership Team who will best move this work forward.

1. **Is it possible to extend this deadline so that we can apply?**

**Response:** The deadline is 5pm on November 22, 2022.

1. **Are all six documents required for submission on the 10th?**

**Response:** Yes, all six documents are required for submission. The deadline has been extended to November 22, 2022.

1. Is this $20,000 prior to June 30th, 2023 something we schedule with our publisher once we receive the grant? With approval of course. **Do we need any kind of commitment letter from them ahead of time?**

**Response**: You do not need commitment letters from PD providers prior to applying. Your Implementation Consultant will work with the special context of each district. This includes taking advantage of good work that has been completed prior to the grant beginning. That said, districts should not expect to skip these components of the grant program.

1. After downloading and viewing the workbook- I see part of it is filled out already. **Is there a reason?** Is this the limit amount per each line?

**Response**: Since districts are largely completing the same set of activities during this fiscal year, we wanted districts to request funds based on a consistent method.

1. Regarding the attached partnered Ed prep program assurance, is this the "Professional Development from a DESE approved vendor for educators, including teachers, instructional coaches, and administrators?" **Is Bridges Math and IM Math a DESE approved vendor?** Those are our math programs.

**Response**: PD will be approved for any vendor with a demonstrated ability to support your accomplishment of the goals articulated in the grant application and supported by the landscape analysis. The identified PD could be from the publisher or an independent organization.

1. I do not see OpenSciEd on the list of programs from Ed Reports.  **Is OpenSciEd an approved curriculum for this grant funding?**

**Response**: Materials are considered to be high quality instructional materials, as defined by a rating of "Partially Meets Expectations" or "Meets Expectations" on CURATE or

* ELA/Literacy: rated "Green" on EdReports' Gateways 1 and 2;
* Math/Science: rated "Green" on EdReports' Gateway 1 and "Green" or "Yellow" on Gateway 2;
* 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.

1. If Great Minds will be partnering with us for both grades K-2 and 3-5, but we are using Eureka Math squared in one grade band (K-2) and Eureka Math in another band (3-5), should I be creating separate applications for each one?

**Response**: Out interpretation is that you would be using the same curricular materials across the grade range. We also aware that these are materials (Eureka squared) that have not gone through an external review process. To address this, please provide rationale and evidence for how the updated materials meet/exceed the expectations of quality established from the previous review and will well serve your students in part III, question A4.

1. I have heard that the grant is for FY23-24, but the website clearly states that that it is from approval to 6/30/23. The grant budget doc also states 'until June 30, 2023'. **Is the grant for this year or next year(s)?**

**Response**: Pending appropriation and the meeting of all grant requirements, all grantees will be eligible for a one-year continuation grant in Fiscal Year (FY) 2024 (Upon Approval – 8/31/2024) to support enactment of the implementation plan developed through this FY2023 grant and to continue approved activities. Eligibility for this continuation grant is contingent upon a continuation application and funding availability.

1. The workbook of the budget states admin team, and feeds into admin with a pay of $2k, but the admin (directors) overseeing the grant are not paid separately. **How can we identify the difference?**

**Response**: For fairness, please keep the formula calculations the same. However, if you wanted to request less funds, or have funds move from one category to another, you can add that information in Part III, question B5 that you don’t anticipate needing that much and how much you believe you would need.

1. I am wondering if an Educator Preparation Program can partner with more than one District?  
   **Response:** Yes, a preparation program can partner with multiple districts.
2. Will applicants who submitted on time for the stated deadline (i.e. today) receive any preference in the scoring of their applications?

**Response:** No, there is no preference for grant submissions received by the original deadline.

1. There is language in the RFP that says up to $20K in PD funds per school from the grant must be spent by June 30,2023. **Our question is if we are already funding PD at those schools with another funding source, and don’t put a number on that line, can we still plan to put funding there on next year’s grant application?**

**Response:** For fairness, please keep the formula calculations the same. However, if you wanted to request less funds, or have funds move from one category to another, you can add that information in Part III, question B5 that you don’t anticipate needing that much and how much you believe you would need.