2021-22 IDEA Partnership for Systemic Change Exploration Grant

The Exploration grant will provide awarded districts with the opportunity to complete a comprehensive needs assessment, determine the underlying causes of prioritized needs, and develop a three-year plan (i.e. Implementation grant) to address these needs in future school years. Taking the time necessary to truly dig into district needs and identify underlying causes through the Exploration grant will provide districts with critical information that will support the development of a strong Implementation grant proposal to drive systemic change in the coming years.

Grant length: **One year**
    July 1, 2021 – June 30, 2022

Amount of grant funding: $10,000

Use of funds: Funding awarded through the Exploration grant must be used to directly support grant activities. Examples of appropriate expenditures include contracting with a vendor to support the district in data collection/root cause analysis, stipends for activities conducted outside of the school day, and/or funding for substitutes so that staff may participate in grant related activities during the school day.

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Funding Applications:
- IDEA Partnership for Systemic Change (Preschool)
- IDEA Partnership for Systemic Change (K-12)

Select the appropriate grant application tab — Exploration

Funding Application Sections

Cover Page
The cover page provides reviewers with general information about the district and the grant application. Ensure that all contact information is current and accurate.

Performance Measures and Outcomes
This section has been prepopulated with the required performance measures and outcomes. Districts applying for this grant opportunity must commit to the outcomes specified in this section.

Program Details

Objective

The objective of the Exploration grant is to complete a thorough [root cause analysis](#) of the districts' prioritized needs and begin developing a three-year plan to address those needs. The objective is prepopulated. Attaining this objective will prepare the district for the submission of an implementation grant proposal during the next grant cycle.

Team Members

Identify the key district personnel who must be involved in grant activities to ensure success.

- Required team members: Director of Schools, Special Education Supervisor
- Suggested team members: Curriculum Supervisors, Data Analysts, School Administrator(s), General Education Teacher(s), Special Education Teacher(s), School Psychologists, Related Service Providers, Parent(s) of a child with a disability

Description

Provide a narrative description of how the district will accomplish the objective. Include details regarding the creation of team(s), scope of work, how the process will be managed, and how grant funds will be used.

Milestones

Provide a detailed list, by date, of the key events that must happen to obtain the objective. What are the major events in the cycle of this project that must happen on time in order to meet the end goal (e.g., contracts executed, kick off meeting, team creation and meeting schedule, focus group creation/dates, review and analysis of data, etc.?) Information provided here should be chronological by date and should include the submission of an [Implementation grant](#) proposal by spring 2022. If activities under this grant will continue after the submission of the Implementation grant proposal, include those in this timeline.

Budget

- Districts with excessive carry-over (greater than 40%) must provide a clear rationale as to why carry-over funds cannot be used to implement this project. Excessive carry-over could disqualify an applicant from eligibility for grant funding.
- If items are requested in the budget section, be sure to include information about those same items in the description of the project. Do not include items in the budget if the purpose and use of those items is not explained in the proposal.
- Budget line item totals should be in whole number amounts.
- Provide justifications in the narrative box for each line item. The narrative section should make it clear how the funds will be used to support grant activities and how the line item totals were determined.
- The majority of funds should be spent early in the grant year to ensure the district completes a root cause analysis and develops a three-year plan in time to submit an Implementation grant proposal by spring 2022. Provide clear timelines in the proposal for the use of funds to ensure these practices.

Grant Submission – Due April 16, 2021

Review each section of the grant application for completeness prior to submission. When complete:

o Click on "Draft Completed" to submit the application.
o Next, the LEA fiscal representative must approve the application.

o Finally, to complete the submission process, the LEA authorized representative (Director) must approve the application.

Grant Review Timeline and Review

Please see the attached grant checklist. Exploration grants must meet the minimum requirements included in this checklist. You may be contacted for additional information or revisions to your proposal during May or June. Districts will be notified of grant approval/denial no later than June 18. Official approval through ePlan will occur on or before July 1, 2021 and funds will be available July 1.

2021-22 Exploration Grant Checklist

		Met	Not Met
Team Members	Team members are specified by name and role. Required team members (Director or designee and Special Education Supervisor) are included.		
Description	Description *clearly* states how the objective will be accomplished and includes details regarding the creation of team(s), scope of work, how the process will be managed, and how grant funds will be used to support grant activities.		
Description: Carry Over	If anticipated district carry-over exceeds 40%, district provides a clear explanation within the description detailing why grant funds are needed as opposed to the use of carry-over funds. *Note: Excessive carry-over could result in denial of grant proposal.*		
Milestones	A chronological, detailed list of key events that must happen to meet the objective is provided by date, including the submission of an Implementation grant proposal for the 2022-23 school year. *Note: If activities under this grant will continue after the submission of the Implementation grant proposal, those must be included in the timeline.*		

	Budget is *clearly detailed* and aligns to the proposed goals for the project.		
Budget			