# Additional Targeted Support and Improvement (ATSI) 23 Grant Application Review Rubric

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| --- | --- | --- | --- |
| **Section**  | **Does Not Meet Expectation** | **Below Expectation** | **Meets Expectation** |
| **Cover Page****(ePlan)** | LEA name and number is not includedORGrant contact, title, phone, and email are not includedORList of schools being served and NCES numbers are not included. | LEA name and number is includedANDGrant contact, title, phone, and email are not includedORList of schools being served and NCES numbers are not included. | LEA name and number is includedANDGrant contact, title, phone, and email are includedANDList of schools being served and NCES numbers are included. |
| **Section**  | **Does Not Meet Expectation** | **Below Expectation** | **Meets Expectation** |
| **District Program Details** | The application does not provide a description of how the district supports Focus Schools in the development and implementation of school improvement plansORThe application does not  describe the process the district will utilize to monitor schools for implementation and effectiveness of improvement plans and additional actions taken to adjust the plans if progress is not being made OR the review process to recruit, screen, select, and evaluate any external partners OR  the alignment of Federal, State, and local resources to carry out the activities supported with school improvement funds OR  how practices and policies are modified to provide operational flexibility that enables full and effective implementation of improvement plans OR  the district’s process to periodically review resource allocation to support Focus Schools. | The application provides a vague description of how the district supports Focus Schools in the development and implementation of school improvement plansANDThe application provides a vague description that describes the process the district will utilize to monitor schools for implementation and effectiveness of improvement plans and additional actions taken to adjust the plans if progress is not being made OR  the review process to recruit, screen, select, and evaluate any external partners OR  alignment of Federal, State, and local resources to carry out the activities supported with school improvement funds OR  practices and policies are modified to provide operational flexibility that enables full and effective implementation of improvement plans OR  process to periodically review resource allocation to support Focus Schools. | The application provides a detailed description of how the district supports Focus Schools in the development and implementation of school improvement plansANDThe application provides a detailed description of the process the district will utilize to monitor schools for implementation and effectiveness of improvement plans and additional actions taken to adjust the plans if progress is not being made AND  the review process to recruit, screen, select, and evaluate any external partners AND  alignment of Federal, State, and local resources to carry out the activities supported with school improvement funds AND  how practices and policies are modified to provide operational flexibility that enables full and effective implementation of improvement plans AND  the district’s process to periodically review resource allocation to support Focus Schools. |
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| **Prioritized Needs and Goals****(school application)** | The application does not list prioritized need(s)ORA goal has not been developed to address each prioritized need. | Prioritized need(s) have been listedANDThe goal provided does not address the prioritized needOR The goal does not align to the goals identified in the 2023-24 School Improvement Plan. | Prioritized need(s) listed have been identified using data and align to the needs identified in the 2023-24 School Improvement PlanAND A goal has been developed to address each prioritized need and aligns to the goals identified in the 2023-24 School Improvement Plan. |
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| **Lever and Strategy Selection** **(school application)** | Levers of Change have not been highlightedORStrategies have not been highlighted. ORMore than two Levers of Change have been highlightedORMore than two Strategies have been highlightedORThe highlighted Lever(s) of Change does not address the identified prioritized needORStrategies selected do not directly address the identified prioritized needs. | No more than two Levers of Change have been highlighted ANDThe Lever(s) of Change do not address the identified prioritized needORMore than two Strategies have been highlightedORStrategies selected do not directly address the identified prioritized needsOROne or more selected strategies do not align with the identified student group(s) or root cause analysis. | No more than two Levers of Change have been highlightedANDEach Lever of Change addresses the identified prioritized need.ANDNo more than two Strategies have been highlightedANDStrategies selected directly address the identified prioritized needsANDAll strategies align with the identified student group(s) and root cause analysis.  |
| **Section**  | **Does Not Meet Expectation**  | **Below Expectation**  | **Meets Expectation**  |
| **Strategy Description****(school application)** | The table is incompleteORThe hyperlink provided does not workORNo appropriate implementation or effectiveness tools are listed. | The strategy description is vague or not aligned to the identified student group(s) OR The strategy rationale is not clearly aligned to the listed prioritized needORStrategy is not evidence-based and/or the included hyperlink does not meet the ESSA Tiers of EvidenceORImplementation tools (documentation, frequency, or position responsible) do not align to the strategy ORThe effectiveness metrics (benchmark, frequency, and position responsible) provided do not include a specific incremental and attainable target related to the ATSI-designated student group(s). | The strategy description is detailed, measurable, actionable, and aligned to the identified student group(s)ANDThe strategy rationale is clear and is aligned to the listed prioritized needANDEach strategy is evidence-based, and the included hyperlink meets the ESSA Tiers of EvidenceANDImplementation tools (documentation, frequency, and position responsible) align to the strategy ANDThe effectiveness metrics (benchmark, frequency, and position responsible) provided include a specific incremental and attainable target related to the ATSI-designated student group(s).  |
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| **Action Step Description****(school application)** | Action steps are not identifiedORIndicators to measure implementation have not been identifiedOREffectiveness metrics have not been identified for each action stepOREstimated cost is not included.  | Action steps identified are not directly aligned to the prioritized need, are not specific to the identified student group, and/or do not align with the listed strategyORAction step narrative is unclear and/or does not align to the listed strategy ORIndicators to measure implementation (documentation, frequency, and position responsible) do not align to the action stepOREffectiveness metrics (benchmark, frequency, position responsible) do not measure progress and provide a specific incremental target related to the ATSI-designated student group(s).ORThe estimated cost does not provide an itemized list of expenses for the action step.  | Action steps identified are directly aligned to the prioritized need, are specific to the identified student group, and align with the listed strategyANDAction step narrative clearly describes the proposed action step that aligns to the selected strategyANDIndicators to measure implementation (documentation, frequency, and position responsible) have been identified and align to the action stepANDEffectiveness metrics (benchmark, frequency, position responsible) measure progress and provide a specific incremental target related to the ATSI-designated student group(s).ANDThe estimated cost includes an itemized list of expenses for each action step. |
| **Section**  | **Does Not Meet Expectation** | **Below Expectation**  | **Meets Expectation**  |
| **Budget****(ePlan)** | Budget narratives do not follow the guidelines outlined in the Budget Guidance documentORBudget tags aligning the lever to the line item are not completed for each line itemORItems are budgeted in the incorrect function and/or line item according to the departments Standardized System of Accounting and Finance Guide. | Budget narratives follow the guidelines outlined in the Budget Guidance documentANDBudget tags aligning the lever to the line item are not completed for each line itemORItems are budgeted in the incorrect function and/or line item according to the departments Standardized System of Accounting and Finance Guide. | Budget narratives follow the guidelines outlined in the Budget Guidance documentANDBudget tags aligning the lever to the line item are completed for each line itemANDItems are budgeted in the correct function and line item according to the departments Standardized System of Accounting and Finance GuideANDAmount for each school is specified for every line item |
| **Section**  | **Does Not Meet Expectation**  | **Below Expectation**  | **Meets Expectation**  |
| **Fiscal Accountability (ePlan)** | A detailed description has not been included that describes the district’s fiscal accountability processes. | A detailed description has been included that describes how the district:Maintains proper documentation of all program activities and expendituresOREnsures grant funds will not be expended in any manner other than as outlined in the budgeted section of the approved grant applicationOREnsure expenditures are in compliance with the standard accounting procedures and guidelines established by the Tennessee Department of Education, federal legislation, and F&A Accounts Policy 03. | A detailed description has been included that describes how the district:Maintains proper documentation of all program activities and expendituresANDEnsures grant funds will not be expended in any manner other than as outlined in the budgeted section of the approved grant applicationANDEnsure expenditures are in compliance with the standard accounting procedures and guidelines established by the Tennessee Department of Education, federal legislation, and F&A Accounts Policy 03. |