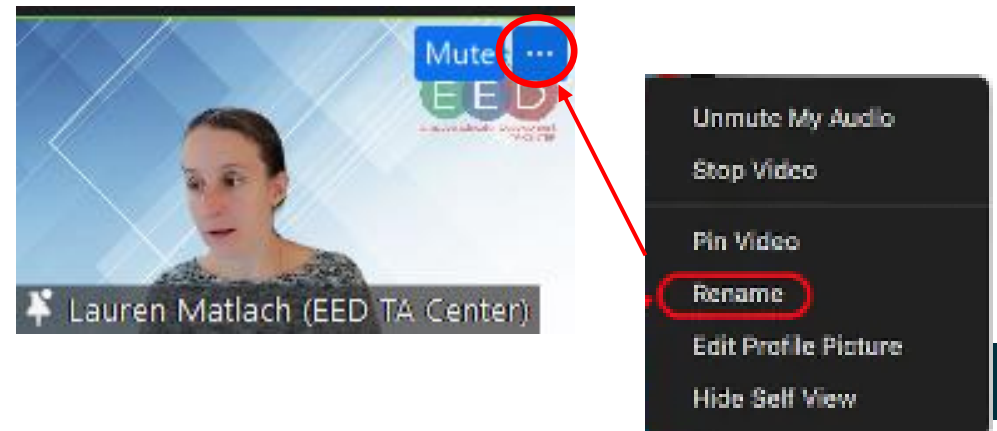# Welcome!
We will get started in a few minutes.

Please rename yourself:

1. Click the three dots in the top-right of your image

2. Rename yourself using the following convention:

   Firstname Lastname, Organization (Grant Type)

EXAMPLE:

Sam Smith, Cheerful University (TQP)

New Grantee Meeting

November 6, 2023

Introduce Yourself!

What are you most excited about as you begin your grant work?

Type your response in the chat box.

2023 EED Grantees at a Glance

88 grantee organizations

5 EED programs

34 states

Welcome

Orman Feres

Group Leader

EED Programs Division

Office of Elementary and Secondary Education

U.S. Department of Education

EED Program Team

- Joshua Batchelor
- Donna Defino
- Louis D. Edwards, Ph.D.
- Orman Feres- *Team Lead*
- Bryan D. Hale, Ph.D.
- Melissa Harper Butler
- Mia Howerton- *Team Lead*

- Cynthia Hunter- *Team Lead*
- Michelle Kennedy
- Nikki Palmore
- Venitia Richardson- *EED Director*
- Terrell Sample
- Patricia Ann Searles
- Diana Schneider

Session Objectives

- Learn more about the EED TA Center

- Understand the importance of grant management tools

- Prepare to draft logic models and project plans

- Connect with fellow grantees

Getting Ready

- Open your engagement guide.
- Ask questions.
- Make connections.

EED Programs Division and EED Technical Assistance (TA) Center

EED Programs

American History and Civics Academies (AHCA)
American History and Civics – National Activities Grants (AHC-NA)
Supporting Effective Educator Development Program (SEED)
Teacher and School Leader Incentive Program (TSL)
Teacher Quality Partnership Program (TQP)

School Ambassador Fellowship (SAF)

Teach to Lead (TTL)

Supports

Supports

EED Programs Division

Grant Monitoring
Performance Management

Partnership

EED TA Center

Implementation Support
Sustainability Planning

About the EED TA Center

- Annual EED Summit

- Individual feedback on new grantee logic models and project plans

- Topical meetings

- Resource sharing repository including publications, tools, methods

EED TA Team Members

- Monica Young

- Lynette Cameron

- Christy Foley

- Rose Honey

- Carla Howe

- Stephanie Irvine

Grant Management

Grant Management Tools

Logic model

Project plan

Why Are Logic Models and Project Plans Helpful?

Establish or renew focus on grant goals

Systematize data collection and implementation
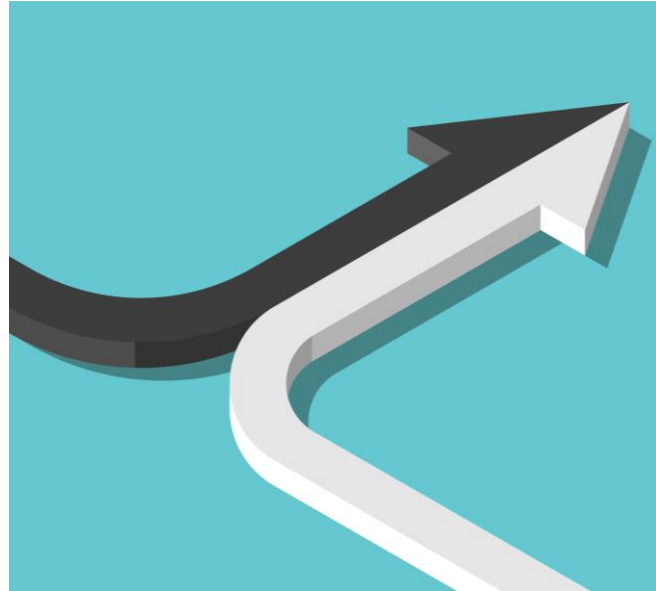
Gain clarity on strategies and implementation

Plan for sustainability

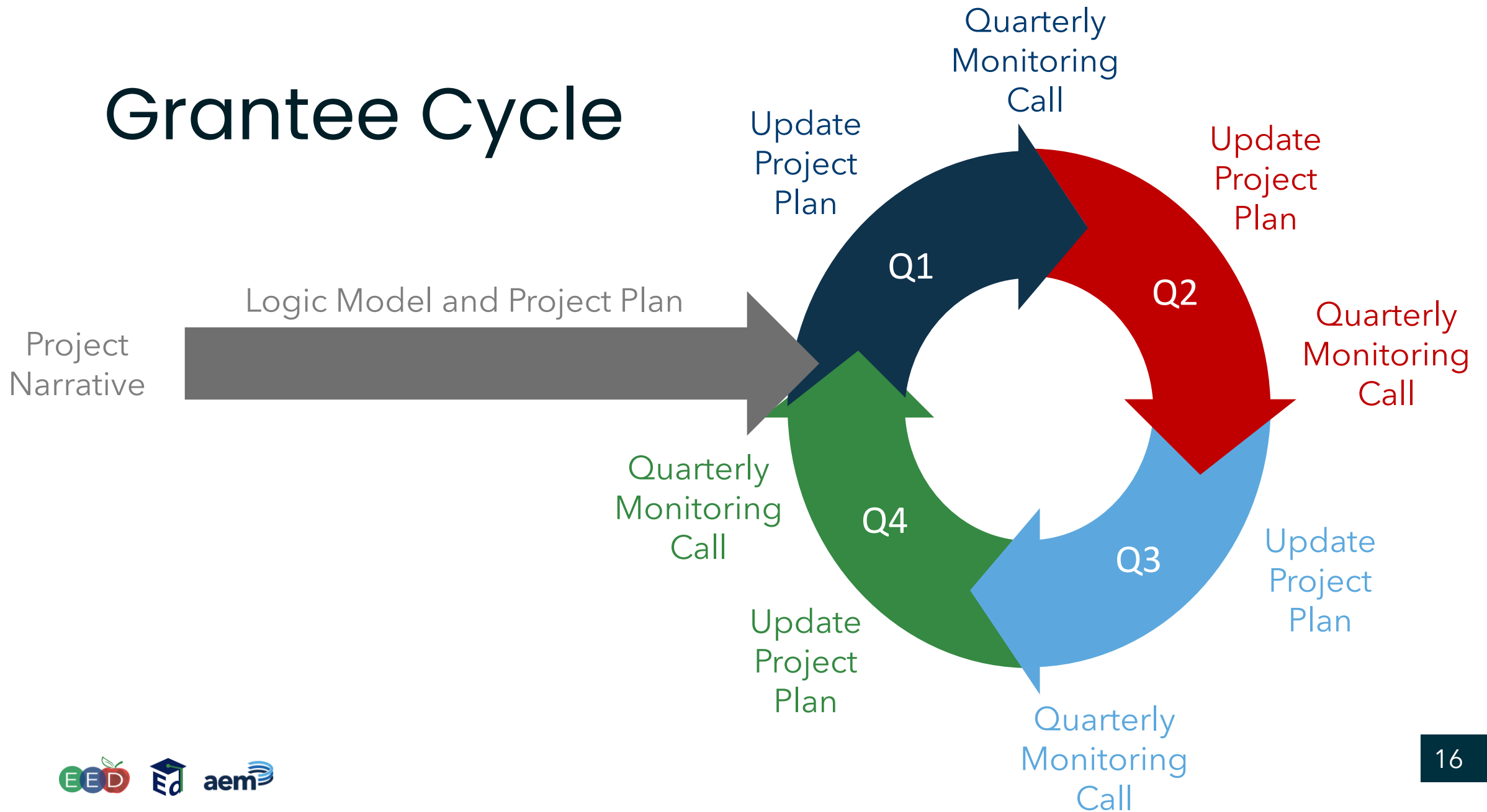# Why Invest in Grant Management?

Save time.

Improve transparency.

Enhance conversation and support.

Grantee Cycle

Project Narrative

Logic Model and Project Plan

Update Project Plan

Quarterly Monitoring Call

Q1

Update Project Plan

Quarterly Monitoring Call

Q2

Update Project Plan

Quarterly Monitoring Call

Q3

Update Project Plan

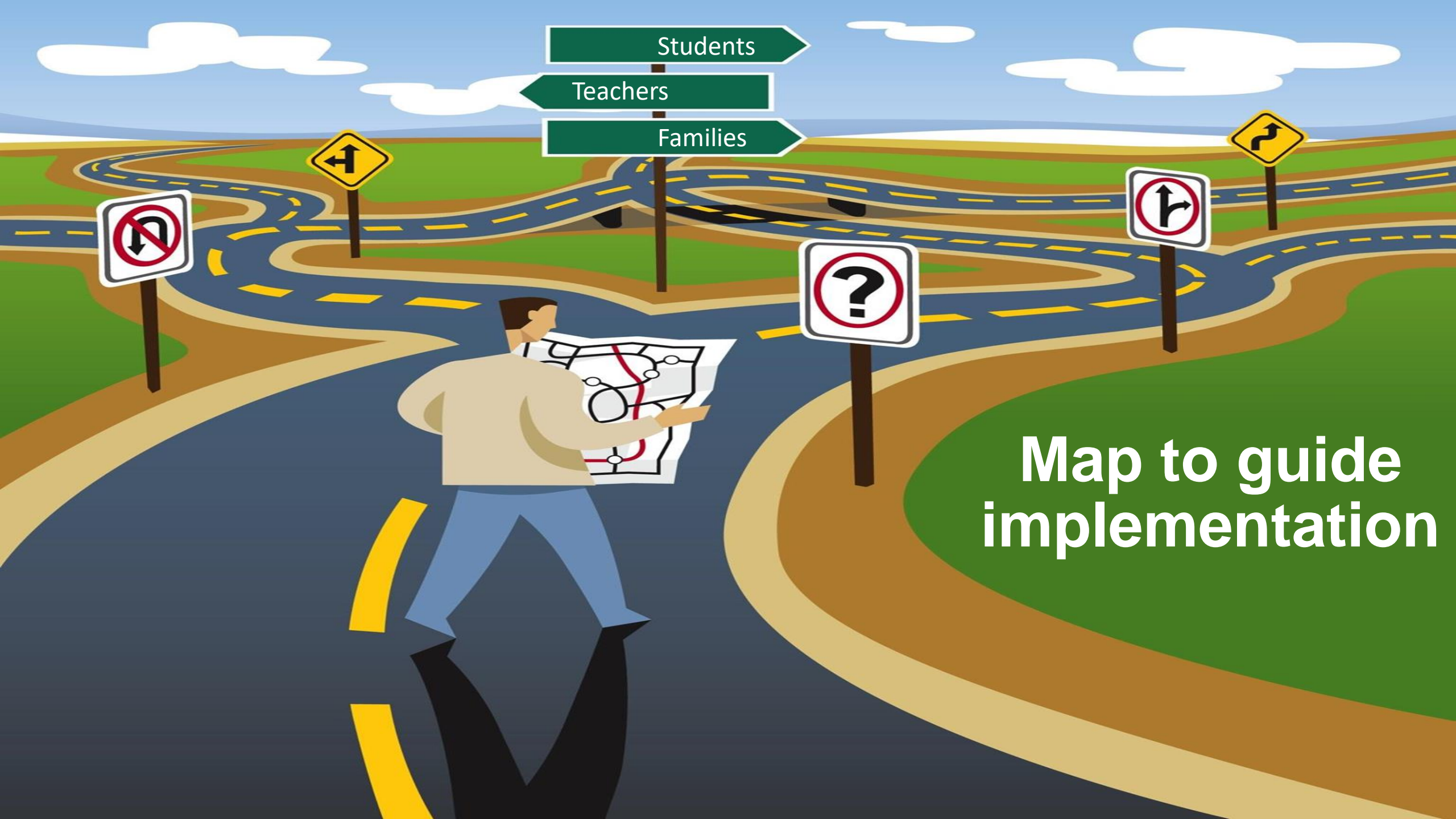Quarterly Monitoring Call

Q4

Logic Models

Poll

What is your familiarity with logic models?

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A logic model…

- Clarifies the vision

- Links actions and anticipated outcomes

- Serves as a foundational document and communications tool

- Informs and supports stakeholder conversations

- Supports quarterly conversations with Program Officers

Students

Teachers

Families

Map to guide implementation

Overview of Logic Model

Resources	Strategies and Activities	Outputs	Short Term Outcomes (1-2 Years)	Long Term Outcomes (3-5 Years)
School of Education Advisory Board Project Director and Post-Doc Interns LatinxEd, Isntitute for the Americas, HBCUs, North Carolina Association of Educators (NCAE), Semillas Scholars Program Education Policy Institute at Carolina	Strategy #1: Recruit racially and ethnically diverse class of teaching residents in elementary and/or secondary education 1.1 Launch Task Force to oversee recruitment efforts 1.2 Develop DREAM-branded recruitment and marketing partnerships with key stakeholders 1.3 Establish DREAM admisssions process 1.4 Ensure future employability of DREAM residents with a focus on partner schools 1.5 Assess DREAM recruitment efforts, pivoting as necessary to meet strategic goals	1.1 Task force meets monthly and meets 90% of deadlines 1.2 At least 6 recruitment events annually where DREAM materials are disseminated, reaching at least 120 prospects per year 1.2 10 DREAM residents recruited each year 1.2 Partnerships with at least 3 diverse organizations per year 1.4 Initial MOU with DPS by April 2021 and signed promissory note for 10 DREAM residents 1.5 80% of DREAM residents express satisfaction with the recruitment process on matriculation survey	By Year 2 - At least 50% of DREAM residents in Cohort 1 are from backgrounds underrepresented in elementary and special education, with at least 20% identifying as Hispanic/Latinx on a self-report survey In Year 2 - 90% of DREAM residents in pilot cohort obtain NC licensure in elementary and/or special education, including edTPA By Year 2 - 80% or more of DREAM residents in pilot cohort will be rated proficient or above on teacher evaluations	By Year 5 - At least 80% of DREAM residents in Cohort 1 are from backgrounds underrepresented in elementary and special education, with at least 30% identifying as Hispanic/Latinx on a self-report survey In Years 3-5 - 90% of DREAM residents in pilot cohort obtain NC licensure in elementary and/or special education, including edTPA In Years 3-5 - 80% or more of DREAM residents in pilot cohort will be rated proficient or above on teacher evaluations

Articulating a Strategy

Action + **Focus of Work** + **Educator Type**

Verb   *Process or*   *Teacher, Principal,*
                          System   *Other Leaders*

Grant Strategy:

Improve the process to hire and place teachers and school leaders
Action   *Focus of work*   *Educator types*

Source: Toledo Public Schools Logic Model, 2020

Individual Reflection: Strategies

- What are the 2 to 5 big buckets of work in your grant proposal?

- What are the absolute, competitive, and invitational priorities of your grant program that you wrote to in your grant proposal?

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23

Activities

What are 3 to 5 key actions that are the main drivers of each strategy?

Activities are more detailed than strategies but less detailed than the day-to-day tasks or steps you might list in a project plan.

Activities Example

Strategy 2: Improve the process to hire and place teachers and school leaders.

- 2.1 Redesign the application, selection, and hiring process for teachers and school leaders

- 2.2 Develop data-driven processes for placing building leaders

- 2.3 Provide a better new staff orientation experience

Individual Reflection: Strategy + Activities

What is a strategy of your grant work?

What are the activities within that strategy?

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Identifying Your Outputs

- What are the products associated with this strategy and related activities?

- What are immediate implementation accomplishments?

- What will we do and how well will we do it?
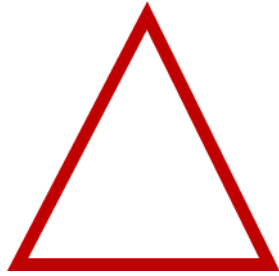
Outputs Example

- 197 candidates recruited in Year 1. 223 in Year 2. 289 in Year 3.
- 60% of applicants will be people from historically underrepresented groups
- 80% school site principals received STEM training monthly
- Expanded Talent Management System
- Correct and timely payouts made to educators
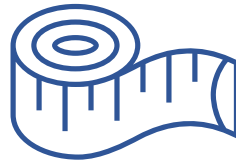
Outcomes

- Measure the impact of the strategy

Short-Term Outcomes	Long-Term Outcomes
Expected in Years 1 and 2 of the grant	Expected in Year 3 of the grant OR Expected in Years 3, 4, and 5 of the grant

Articulating Your Outcomes

Expected change

How much will it change?

Measurement

How will you measure the change?

Time

By when will the change occur?

Outcome Example

Increase the percentage of teachers responding their PD is valuable on **school climate survey by 10 percentage points** by **August 2025**

Expected change
How much will it change?

Measurement
How will you measure the change?

Time
By when will the change occur?

Thinking More About Outcomes

What impact will we make?	
Changes	**Quantifiable Changes**
• Knowledge increases • Skills improve • Attitudes shift • Behaviors change • Student performance improves • Practice improves • Retention increases • Recruitment increases	• Increase/decrease from X to X • Increase/decrease by X percentage points • Increase/decrease by X percent

Output or Outcome?

- Improved student achievement
- Satisfaction on a post-training survey
- New recruitment process
- Number of participants
- Improved teacher retention
- Redesigned ed prep program of study
- Improved teacher self-efficacy
- Improved principal practice

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Breakout

Purpose:

- See program-specific example of a logic model.
- Become comfortable drafting a logic model.

Steps:

- Select the breakout for your grant program.
- Review the example logic models.
- Discuss next steps specific to your program.

Break

Breakout 1

Purpose:

- See program-specific example of a logic model.
- Become comfortable drafting a logic model.

Steps:

- Select the breakout for your grant program.
- Review the example logic models.
- Discuss next steps specific to your program.

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Requirements and Supports

Requirements
• Must use template provided by EED TA Center
• Captures all major strategies articulated in your grant application
• Meets criteria specified today

Supports
• Resources on EED TA Center website
• Office hours
• Individualized, written feedback on draft logic model

Common Feedback

- Ensure all grant strategies are listed.
- Ensure each strategy includes an action, focus of work, and educator type.
- Align outputs and outcomes to the strategy and activities.
- Specify the expected change, measurement, and time target for outcomes.

Join Us for Office Hours!

Prior to draft submission:

November 15, 2023, at 3 pm ET
November 27, 2023, at 2 pm ET

Prior to final submission:

January 10, 2024, at 11 am ET
January 11, 2024, at 1 pm ET

Project Plans

Why Write Project Plans?

- Track progress
- Create self and shared accountability
- Support transition planning
- Historical record of work

Grantees are required to update project plans at least 2 weeks before quarterly monitoring calls.

Project Plan

Number	Strategy, Activity, or Task	Status	Start Date	End Date	Assignee	Notes
☐ **Sunshine District**						
☐ **1**	**Improve process to hire and place teachers and school leaders**	**In Progress**	**11/01/23**	**04/10/25**		
☐ 1.1	Redesign application, selection, and hiring process	In Progress	03/01/24	04/10/25		
1.1.1	Update applications	Not Started	11/01/23	03/01/24	LM Lauren Matlach	
1.1.2	Automate selection/hiring process	Not Started	03/01/24	04/10/25	JL Jason LaTurner	
1.1.3	Develop new applicant tracking system	Not Started	03/01/24	09/01/24	JL Jason LaTurner	
1.1.4	Convene internal group to review hiring data	In Progress	Quarterly	Quarterly	LM Lauren Matlach	

Not Started
In Progress
Complete

Project Plan Considerations

- Required for all 2023 grantees.

- Align to your logic model.

- Provide greater granularity than the logic model.

- Use clear coding.

- Should be updated at least two weeks prior to each quarterly monitoring call.

Office Hours

Prior to draft submission:
November 15, 2023, at 3 pm ET
November 27, 2023, at 2 pm ET

Prior to final submission:
January 10, 2024, at 11 am ET
January 11, 2024, at 1 pm ET

Reminder: Timeline

- **By November 8** – Receive templates from the EED TA Center
- **By November 29** – Submit logic model and project plan via Smartsheet form: https://app.smartsheetgov.com/b/form/f0e9148378524ae3b58b57fb5bb3c45f
- **By January 5** – Receive feedback from the EED TA Center.
- **By January 12** – Finish logic model and project plan revisions.

EED TA Center Website

https://eed.communities.ed.gov/

Stay In Touch!

Add eed-ta@aemcorp.com to your safe senders list.

Pause and Reflect

Reflect on your learning thus far and share your thoughts in our survey!

Regional Cross-Program Networking

Breakout 2

Purpose:

- Meet other grantees in your geographical region.
- Connect and find opportunities to collaborate!

Steps:

- Select the breakout for your region.
- When prompted, share information about your grant.
- Identify commonalities and opportunities to collaborate.

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Breakout Assignments

1. AK, OR, WA, IA, NM (self-facilitated)
2. CA
3. TX, AZ
4. WI, MN, IL
5. OH, IN, MI (self-facilitated)
6. AR, KS, KY, MO, NE
7. MA, RI, NY
8. NJ, PA, MD, DC, TN
9. NC, SC, GA
10. FL, MS, AL, LA

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Final Reminders

- **By November 8** – Receive templates from the EED TA Center
- **By November 29** – Submit logic model and project plan via Smartsheet form: https://app.smartsheetgov.com/b/form/f0e9148378524ae3b58b57fb5bb3c45f
- **By January 5** – Receive feedback from the EED TA Center.
- **By January 12** – Finish logic model and project plan revisions.

Thank You!

Please complete the survey if you have not done so already.

Contact us at eed-ta@aemcorp.com if you have any questions.