



Office of College and Career Readiness

Comprehensive Literacy State Development (CLSD) Program

Sub-grant Application Packet FY2021

**Applications must be received by the Office of College and Career Readiness,
Missouri Department of Elementary and Secondary Education,
by 11:59 p.m. CT November 20, 2020.**

Send as a Word or PDF attachment to Literacy@dese.mo.gov.

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin, age, veteran status, mental or physical disability, or any other basis prohibited by statute in its programs and activities. Inquiries related to department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Director of Civil Rights Compliance and MOA Coordinator (Title VI/Title IX/504/ADA/ADAAA/Age Act/GINA/USDA Title VI), 5th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email civilrights@dese.mo.gov.

Missouri's CLSD Program Overview

The Missouri Department of Elementary and Secondary Education (DESE) was one of 11 states to receive a grant from the U.S. Department of Education for its Comprehensive Literacy State Development (CLSD) program. The \$18 million grant will be distributed over five years, allowing the state to advance literacy skills for children from birth through grade 12.

The Missouri CLSD program was designed to complement DESE's commitment to literacy for students under the agency's [Show-Me Success plan](#). The goal of the project is to support educators' working knowledge of evidence-based literacy strategies to effectively teach reading and writing to all students. This includes providing professional development to pre-service teachers in institutions of higher education, early childhood education teachers and K-12 educators to enable them to provide effective instruction. This grant will additionally support districts with developing evidenced-based literacy plans to implement in their local schools and provide support for families.

Goals

1. Build capacity of Local Education Agency (LEA) leaders in participating sub-grant schools to develop, implement and maintain high-quality, evidence-based literacy plans with the potential to support the participating schools in their districts and leverage this capacity to better support all schools in their districts through what is learned during this five-year process.
2. Prepare educators (pre-service teachers in participating institutions of higher education, early childhood education teachers in participating schools' communities, K-12 teachers in participating schools) to meet the literacy instruction needs of all students charged to them.
3. Increase literacy outcomes for all children served by participating, high-need schools.

Deliverables for Missouri Educators

- Professional development modules for pre-service and in-service teachers easily accessible via DESE's website
- MOOCs (Massive Open Online Courses) for pre-service and in-service teachers; micro-credentials and/or professional development hours available
- Direct, ongoing, intensive professional development for educators in participating schools and centers
- Hands-on support for development of literacy capacity and district literacy plans

Entities Expected to be Served

- Forty schools serving grades 6-12 and their districts
- Forty schools serving grades K-5 and their districts
- Early-childhood programs associated with 20 of the participating K-5 schools
- Anticipated 35,000 students in participating schools and centers

- Up to 250,000 additional students in districts with participating schools and centers
- Anticipated 2,000 educators in participating schools and centers
- Thousands of additional educators reached through work in districts with participating schools and centers and open professional development opportunities

Federal Requirements

- Must serve schools from LEAs with the highest number or percentages of children reading or writing below grade level, based on the most currently available Missouri assessment data
- Must serve schools at which not less than 50 percent (elementary and middle school) or not less than 40 percent (high school) of the students qualify for free or reduced-price lunch
- Must serve geographically diverse schools serving an area overlapping a Qualified Opportunity Zone
- Must disperse funds as follows: 40% schools serving grades 6-12, 40% serving schools grades K-5, 15% early childhood entities, 5% higher education and/or State Education Agency (SEA) administrative costs

Services Provided to Sub-grantees

- Assistance to district and school personnel in development of district-/school-level comprehensive literacy plans
- Needs and assets assessments at the school and student level
- Professional development: summer institutes and trainings (approximately 4-8 days, depending on a school's needs and schedule), school-session PD (approximately 2-10 days, depending on a school's needs and schedule), in-classroom PD (grades K-3; number of days depending on a school's needs and schedule), professional readings, LETRS training, access to online modules (includes access for pre-service teachers), Massive Open Online Courses with opportunities for earning micro-credentials and PD hours (includes access for pre-service teachers); opportunities for graduate literacy certificate or reading specialist certification
- Evaluation of instructional materials
- Data collection to measure effectiveness of professional development and literacy growth of students; all data collected (quantitative and qualitative) will be de-identified

How to Apply to Receive Services through the Competitive Sub-grant Process

NOTE: SUB-GRANTS ARE AWARDED AT THE SCHOOL, NOT DISTRICT, LEVEL. A DISTRICT WISHING TO APPLY FOR SERVICES FOR MORE THAN ONE SCHOOL IN THE DISTRICT MUST COMPLETE A SEPARATE APPLICATION FOR EACH SCHOOL.

Missouri public and charter schools interested in applying to receive services from Missouri's CLSD Program grant through the competitive sub-grant process should begin by acquiring the Comprehensive Literacy State Development (CLSD) Sub-grant Application, which can be downloaded [here](#). Completed applications must be submitted as a Word or PDF attachment and received by DESE at Literacy@dese.mo.gov no later than 11:59 p.m. CT on November 20, 2020. Sub-grant award winners will be announced no later than January 29, 2021. Please send questions regarding the sub-grant process to Literacy@dese.mo.gov, attention Lisa Scroggs, director, Missouri Comprehensive Literacy State Development Program.

Application Details

Page 1 – Please complete all blanks in the INSTRUCTIONS box. Please do not mark in the DEPARTMENT USE ONLY box.

Page 2 – The needs assessment is a federally required component of the sub-grant process and contains two parts: the SEA's (DESE's) commitment, with which the LEA must agree to participate, and the LEA's commitment for the school that is applying. Please include a clear and complete explanation as to how your school will extend what it learns directly through the grant's services with other schools in your district to increase capacity and outreach of grant services. **(10 points)**

Page 3 – Ongoing, high-quality professional development is a federally required component of the sub-grant process and contains two parts: the SEA's (DESE's) commitment (list of professional development activities provided through this grant are on p. 3 of this packet), with which the LEA must agree to participate, and the LEA's commitment for the school that is applying. DESE will team with Missouri Language and Literacies Center, Missouri Reading Initiative, Missouri Writing Projects Network, and the University of Missouri System to develop and provide all professional development. Please include a clear and complete explanation as to how educators receiving this professional development will extend what they learn to other educators in their school and to educators in the district as a whole to increase capacity and outreach of grant services. **(10 points)**

Page 4 – Identification of children in need of support is a federally required component of the sub-grant process and contains two parts: the SEA's (DESE's) commitment, with which the LEA must agree to participate, and the LEA's commitment for the school that is applying. Please include a clear and complete explanation as to how educators receiving this training will extend what they learn to other educators in their school and to educators in the district as a whole to increase capacity and outreach of grant services. **(10 points)**

Page 5 – Integration of comprehensive literacy instruction is a federally required component of the sub-grant process and contains two parts: the SEA’s (DESE’s) commitment, with which the LEA must agree to participate, and the LEA’s commitment for the school that is applying. Please include a clear and complete explanation as to how educators receiving this training will extend what they learn to other educators in their school and to educators in the district as a whole to increase capacity and outreach of grant services. **(10 points)**

Page 6 (TO BE COMPLETED BY ELEMENTARY SCHOOLS ONLY) – Coordination of comprehensive literacy instruction with early childhood education programs and activities/after-school programs and activities is a federally required component of the sub-grant process for elementary schools served by the grant and contains two parts: the SEA’s (DESE’s) commitment, with which the LEA must agree to participate, and the LEA’s commitment for the school that is applying. Please include a clear and complete description of the specific external early learning entity/entities with whom you will partner and how this partnership will merge with and enhance literacy efforts in your elementary school. For assistance in identifying external early learning entities for your school, please contact Jo Anne Ralston, DESE early learning coordinator, at JoAnne.Ralston@dese.mo.gov. **(10 points)**

Page 7 – This page pertains to competitive preferences in the sub-grant award process.

- Percentage of students scoring below basic on the Spring 2019 (for some high schools, this might be Fall 2018) Missouri Assessment Program English Language Arts Assessment: Schools with a high percentage of students scoring below proficient will be given competitive preference in the sub-grant award process. Please fill in data only for those grades/courses served by your school.
- Percentage of students currently qualifying for free or reduced-price lunches: Schools with a high percentage of students (50% or greater for elementary and middle schools; 40% or greater for high schools) eligible for free or reduced-price lunches will be given a competitive preference in the sub-grant award process.
- Location within a Qualified Opportunity Zone (QOZ): Opportunity Zones were created under the Tax Cuts and Jobs Act of 2017 ([Public Law No. 115-97](#)). Thousands of low-income communities in all 50 states, the District of Columbia and five U.S. territories are designated as Qualified Opportunity Zones. Their purpose is to spur economic growth and job creation in low-income communities. **Schools (not districts)** with geographic boundaries that fall within one or more QOZs will be given competitive preference in the sub-grant award process. An interactive map to assist you in determining designated QOZ locations and census tract numbers can be found [here](#). Please list the census tract number(s) of the designated QOZ(s) located within the geographic boundary served by your **school (not district)**.

Page 8 – In the event that your school is awarded services through the sub-grant process, it is necessary that you have a team already designated to begin work associated with the sub-grant in January 2021. Please complete all lines of the top TEAM MEMBERS box, ensuring that at least one person listed works at the district level. Please complete only those lines in the bottom TEAM MEMBERS box that pertain to grade levels served by your school.

Evaluation of Sub-grant Applications

A team of evaluators will review the completed applications with awards to be announced no later than December 31, 2020. All persons listed as sub-grant contacts on the applications will be notified directly by DESE as to whether their school received an award. Elementary schools will have a possible total of 50 points (pages 2-6 on the application); secondary schools will have a possible total of 40 points (pages 2-5 on the application). **Please note that competitive preference will be given to the extent that schools meet the criteria on page 7 of the application (MAP ELA scores, student eligibility for free or reduced-price lunches, school boundary within one or more QOZs).**

Schools receiving a sub-grant award are agreeing to a five-year commitment to all services and activities as acknowledged and agreed to in the sub-grant application. Sub-grant schools that do not adhere to the services and activities commitment will have their award rescinded.

Thank you for your interest in participating in the Missouri CLSD Program sub-grant process. Please direct all questions to Literacy@dese.mo.gov. More information is available on [DESE's CLSD program web page](#).