

**Attachment A
Evaluation Capacity**

Education Service Center (ESC), Institute of Higher Education (IHE), or Nonprofit Organization
Response Form

Application Questions		
<ul style="list-style-type: none"> • Please answer the following questions as thoroughly as possible within the indicated page limit (Calibri, Size 11 font, single spaced). Refer to the Rubric Reference Guide for scoring criteria. • Application not to exceed 10 total pages • Each section of questions indicates a "Maximum Length" and each sub-section indicates a "Recommended Length." Although subsection lengths may vary, please do not exceed the "Maximum Length" limit • When complete, send all Letter of Interest attachments to sped@tea.texas.gov with the subject line: Evaluation Capacity Lol_ <INSERT ESC,IHE, or Nonprofit NAME>; (example: Evaluation Capacity Lol_ESC21) 		
1. Quality of Program; Maximum Length: 3 Pages		Possible Points: 30
1.1	<i>Recommended Length: 1 ½ Pages</i>	Possible Points
Short term plan for evaluation personnel shortages	Describe, in detail, how your organization's proposed plan will provide immediate and short-term relief to LEAs facing evaluation personnel shortages. Be sure to address all relevant pieces of the program guidelines.	15
Response:		
1.2	<i>Recommended Length: 1 ½ Pages</i>	Possible Points
Recruitment and communication across the state	Describe how the proposed plan will effectively recruit evaluation personnel into the system for short term relief and how the plan and system will be communicated to LEAs and other relevant stakeholders. Be sure to address all relevant pieces of the program guidelines.	15
Response:		
2. Essential Components; Maximum Length: 4 Pages		Possible Points: 50
2.1	<i>Recommended Length: 2 Pages</i>	Possible Points
Online database system	Describe how the proposed program will deliver an online database system for use in providing LEAs with efficient access to appropriately certified/licensed evaluation personnel. Be sure to address all relevant pieces of the program guidelines.	25
Response:		
2.2	<i>Recommended Length: 2 Pages</i>	Possible Points
Partnerships and collaboration	Describe, in detail, the plan to identify, develop and leverage partnerships with various groups that would contribute to the overall short-term solutions for evaluation personnel shortages. Be sure to address all relevant pieces of the program guidelines.	25
Response:		

3. Quality of Program Evaluation; <i>Maximum Length: 1 Page</i>		<i>Possible Points: 10</i>
3.1	<i>Recommended Length: 1 Page</i>	Possible Points
Methods of Evaluation	Describe the evaluation plan to track measures of overall outcomes. Evaluation plan includes collection of feedback from stakeholder groups representative of the state. Additionally, the evaluation plan details a method for periodic reporting to TEA leadership and interested stakeholders. Be sure to address all relevant pieces of the program guidelines.	10
Response:		
4. Quality of Program Management; <i>Maximum Length: 1 Page</i>		<i>Possible Points: 5</i>
4.1	<i>Recommended Length: 1 Page</i>	Possible Points
Qualifications and Experience	Clearly indicate how the qualifications and levels of experience of the primary implementers' support the effectiveness and sustainability the proposed program.	5
Response:		
5. Appropriateness of Budget; <i>Maximum Length: 1 Page</i>		<i>Possible Points: 5</i>
5.1	<i>Recommended Length: 1 Page</i>	Possible Points
Costs Commensurate with Expected Results	Detail how the proposed budget is intended to sufficiently fund the program activities and does not duplicate efforts.	5
Response:		
Miscellaneous	Please include any additional information that is critical to the decision of the TEA.	NA
Response:		