# Attachment 3 – MS CCR FIRM Application Part 1: Qualitative Questions

| **Applicant Information** | **Response** |
| --- | --- |
| Applicant Organization Name |  |
| Applicant Type (ESC, IHE, Non-profit) |  |
| Applicant Contact Person |  |
| Title/Role |  |
| Phone |  |
| E-mail Address |  |

|  |
| --- |
| **MS CCR FIRM Qualitative Questions**  |
| **General Information**  | ***Total: n/a*** |
| **Organization Background Information*** Provide a brief description of your organization. Include information about your history, experience, vision, and mission. This section will not be scored.

*Recommended length: ½ page* | *Not Scored* |
| *Response* |
| **1. Need Assessment**  | ***Total: 20*** |
| **1.1** | **Needs Assessment and Research** * Propose a plan to establish the needs and desires of Texas public schools regarding middle school CCR instructional resources and materials.
	+ Include details such as: number of site visits, location of visits, number of interviews, etc.
* Describe your proposed plan, outlining the research activities that would be conducted and associated measurement tools to be used.

OR* If you have conducted preliminary field research, please include findings and plan for further research in your proposal.

*Recommended length: ½ page + 1-2 relevant attachments* | 10 |
| *Response* |
| **1.2** | **Data-Driven Strategy Development*** Propose a plan detailing how you will analyze and use needs assessment data to recommend different curriculum implementation models that will fit a variety of LEAs.
* Describe how you will use curriculum research and needs assessment data to inform the design of the MS CCR FIRM.

*Recommended Length: ½ page* | 10 |
| *Response* |
| **2. Curriculum Development**  | ***Total: 50*** |
| **2.1** | **Curriculum Content Development*** Propose a plan for developing the MS CCR curriculum based on the requirements stated in Section 2.1.3 in Attachment 1.
* Describe any past experiences developing curriculum that has been implemented within local education agencies, specifically highlighting any considerations that informed your curriculum development approach. You may include a sample of the developed curriculum as an attachment.

*Recommended Length: 1-1 ½ page(s) + 1 relevant attachment* | 25 |
| *Response* |
| **2.2** | **Productization of Curriculum** * Propose a plan for ensuring the curriculum will be high-quality and flexible, especially regarding usability. How would you design educator-friendly resources? (considerations could include unit duration, lesson length, and content layout)
* Provide an example or describe past experiences working with districts and campuses to improve curriculum design to meet educator usability needs.
	+ OR propose a plan for prioritizing educator needs and wants to maximize curriculum usability.

*Recommended length: ½ page + 1 relevant attachment* | 25 |
| *Response* |
| **3. Implementation Tools** | ***Total: 40*** |
| **3.1** | **Scheduling Tool or Template*** Describe how you would develop a flexible scheduling tool or template for the implementation of the MS CCR FIRM that could easily be used to plan for instructional delivery at the campus level and at the instructor level.
* What software do you intend to use to design the template or tool? Describe any additional resource or supports you would need to create the tool.
* Also, include any experience developing a scheduling tool or resource similar to the requested tool.

*Recommended length: ½ page* | 10 |
| *Response* |
| **3.2** | **Implementation Guide*** Describe the essential components of an instructional materials implementation guide.
* How would you design the guide to include multiple implementation models?
* Provide an example or describe your experience designing implementation guides for instructional materials.

*Recommended length: ½ page* | 10 |
| *Response* |
| **3.3** | **Fidelity of Implementation Rubric*** Describe what fidelity of implementation of an adopted curriculum would look like. This includes but is not limited to the following categories:
	+ Training/Onboarding: An overview of required trainings both administrators and teachers would need to go through to successfully implement the curriculum
	+ Classroom Implementation: Best practices for ensuring curriculum is implemented as intended in schools
	+ Outcomes Tracking: Best practices to ensure students are progressing towards intended outcomes
* Propose a plan for developing a fidelity of implementation rubric, along with outlining the associated resources and supports you would develop to support the use of the rubric.
* Provide an example or describe your experience with designing a curriculum along with training/marketing that has improved the fidelity of implementation of newly adopted curriculum.

*Recommended length: 1/2 page* | 10 |
| *Response* |
| **3.4** | **Fidelity of Implementation Evaluation and Feedback*** Propose a plan for monitoring and reporting on implementation of new curriculum at pilot schools using a developed fidelity of implementation rubric and feedback from key stakeholders.
* Provide an example or describe any past experiences researching and monitoring the implementation of a new curriculum at a variety of LEAs and explain how you used that information to improve implementation.

*Recommended length: 1/2 page* | 10 |
| *Response* |
| **4. Training and Scaling** | ***Total: 20*** |
| **4.1** | **Training Materials*** Propose a plan for developing training materials to support the use of the MS CCR FIRM as described in Section 2.1.5 A in Attachment 1. Consider how to meet the needs of different audiences, how to deliver trainings, and address scalability. Include information such as
	+ Number of trainings you would develop
	+ Type of training you would design, virtual, static, in-person etc.
* Provide an example or describe any past experiences working with different types of LEAs and campuses in Texas (e.g., urban, rural, suburban, etc.), providing training in the use of instructional materials or to improve teaching pedagogy.

*Recommended Length: ½ page* | 10 |
| *Response* |
| **4.2** | **Scaling Implementation*** Propose a plan for scaling implementation through training and marketing of the MS CCR FIRM as described in Section 2.1.5 C in Attachment 1. Consider how to meet the needs of different audiences, what order to deliver trainings, and how to address scalability.
* Describe which strategy you will use for scaling implementation 1) direct training 2) or train the trainer. Describe the strategy in detail and provide a rational for that choice.
* Attach an example of a training and marketing campaign you’ve launched aimed at increasing LEA awareness of new resources. In the absence of an example, describe how you would develop a training and marketing campaign for this purpose.

*Recommended Length: 1 - ½ page + 1 relevant attachment* | 10 |
| *Response* |
| **5. Other** | ***Total: 40*** |
| **5.1** | **Resources to Meet Objectives** Describe the staffing and contracted services/goods that your organization will make use of to complete the activities and requirements in Section 2 of Attachment 1. Detail:* Any plans to contract with a service provider to meet requirements or conduct grant activities. Include the name of any prospective contractors you may attempt to source (review Attachment 1 Sec. 1.6).
* The qualifications of your organization’s staff who would be dedicated to this grant, their roles, and their likely time commitment to this work. Please include resumes.

*Recommended length: 1/2 page + resumes* | 10 |
| *Response* |
| **5.2** | **Content Development and Accessibility Guidelines*** Propose a plan for meeting Web Content Accessibility Guidelines (WCAG) 2.0, Level AA and a plan to ensure that all content will be developed using the maximum capabilities allowed within HTML 5 (See Content Types, Attachment 5).
* Provide an example of using HTML 5 and meeting WCAG 2.0 Level AA accessibility guidelines.

*Recommended length: 1/2 page* | 10 |
| *Response* |
| **5.3** | **MS CCR FIRM Customization and Licensing** * Propose a plan for ensuring that the developed MS CCR FIRM is freely available and will enable users to easily modify, delete, combine, add content or repurpose the resource. The resources must meet Creative Commons Attribution 4.0 International Public License (<<https://creativecommons.org/licenses/by/4.0/legalcode>>).
* In addition, if you wish to continue to support the use of these resources separate from TEA you may propose a variable cost structure for add-on services. Please review Section 1.2 B & C of Attachment 1 for considerations to address in your response.

*Recommended length: 1/2 page* | 10 |
| *Response* |
| **5.4** | **Quality of Activity and Budget Plan** * Outline your proposed method to complete the activities and requirements of this MS CCR FIM grant.
* Complete a detailed activity plan template (Attachment 4).

*Recommended length: ½ page + Attachment 4* | 10 |
| *Response* |
| **5.5** | **Other Comments**Provide any other comments or concerns regarding the content of this request for LOIs. This section will not be scored. | *Not Scored* |
| *Response* |