

This document provides guidance to support VTSS Divisions in developing complete and thoughtful grant proposals. Please review the guidance carefully to ensure your submissions are thorough, accurate, and timely.

Section 2: Statement of Need

Briefly describe your division/school/student/family needs using your division's most current data. Please outline your division's need for funding. Include data sources that clearly articulate specific areas requiring attention and support. Describe how the funds will be used to enhance or expand your implementation efforts.

Please do not exceed 1500 characters.

The proposal demonstrates a strong and compelling rationale with clear significance for the proposed work. The division effectively integrates multiple data sources to articulate their needs comprehensively and with precision. The scope of the proposed work is thoroughly aligned with the division's implementation efforts, capacity, and focus, ensuring both feasibility and relevance.

Section 3: Proposal Description

Describe how the funds will be used and how the projected activities will improve current implementation efforts, build capacity, and/or increase collaboration for the Tiered Systems work. Please include your

- 1) division's priorities,
- 2) how the proposed initiatives support and align with your division's strategic plan,
- 3) current implementation efforts, and
- 4) how the initiatives will improve student outcomes.

Please do not exceed 1500 characters.

The proposal offers a thorough and well-developed explanation of the projected activities and clearly demonstrates how the projected activities will improve current implementation efforts, build capacity, and/or increase collaboration. The proposal reflects intentional planning and alignment of division priorities with the current implementation of MTSS. The proposal directly addresses the specific needs of the LEA, clearly outlining how the funding will be utilized to address these needs while maintaining full alignment with the scope and objectives of MTSS. The division makes a compelling case for how the activities selected will improve student outcomes.

Section 4: Expected Outcomes

As a result of the work completed under this grant, what are the expected outcomes for the proposed activities for the 25-26 fiscal year? Please provide at least two SMART goals; one must support the increased knowledge and skills of staff implementing MTSS.

Expected project outcomes include at least two SMART goals, including one that supports capacity building with staff. Goals are robust, detailed, and aligned with implementation efforts.

Section 5: Project Timeline and Budget

Please submit a copy of your Proposed Budget and Activities Template via email to Japeira.keys@doe.virginia.gov. Include details (e.g., timeline for implementation, anticipated attendance, events, cost) that demonstrate the feasibility of the project's completion. Please do not exceed 3000 characters. **Applications submitted without a copy of the Proposed Budget and Activities Template are incomplete.**

Any funds received for work on VTSS pilots or other special circumstances should be clearly labeled within your budget.

Presents a comprehensive and detailed timeline that clearly outlines all projected activities and initiatives. Provides well-defined and relevant details such as anticipated attendance, events, and associated costs, demonstrating thorough planning and strong feasibility. All components and expenditure estimates are realistic and fully aligned with the objectives and scope of the project, ensuring successful completion.