

## VTSS PROPOSED BUDGET AND ACTIVITIES TEMPLATE

This document guides the completion of the budget required for grant submissions. This document is not intended to provide examples of activities, but rather to demonstrate the necessary level of information. Please follow the guidance to ensure your budget is accurate, comprehensive, and aligned with your proposed activities. Detailed explanations about the expenses and their justification should be outlined either below or in your grant proposal.

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

<b>School Division's Name and Payee Code:</b> Awesome County Public Schools
<b>Fiscal Year:</b> 2025-2026

OBJECT CODE *	SPECIFIC DESCRIPTION OF EXPENDITURE (Provide sufficient information to determine if allowable)	PROJECTED AMOUNT	TOTAL BY OBJECT CODE
1000	Stipends to support VTSS Division, VTSS School Coaches, and other VTSS positions  Funds to support substitute teachers for staff attendance at VTSS events		
	Stipends for ten school-based leaders at \$1,000	\$10,000	
	Pay for 150 off-contract staff (rate \$25/hr.) to attend a two-day summer workshop	\$7,500	
			\$ 17,500
			-
2000	FICA		
	Rate 7.65% X 17,500	\$1323.75	
			\$
			- 1338.75
3000	Contracted speakers or professional development (must be approved by VDOE)  Other contracted services to support VTSS activities (should be outlined in the detailed budget)  Event and support costs for division-hosted VTSS training/events		
	50 annual licenses at \$100 from Awesome Interactive Programs	\$5,000	
	Lunch and snacks for 225 participants at \$15/person for a two-day summer training	\$3,375	

	Awesome Program Trainer (approved by VDOE) and ongoing support	\$2,125	
			\$ - 10,500
5000	Travel to VTSS events  Travel to other events to support the implementation of MTSS and internal capacity building		
	Awesome School's Division Leadership Team's (5 members) attendance at the VTSS Summer Learning Series Lodging- Hotel (\$125) x 4 days =\$500/person Per Diem- \$51/ x 4 days =\$255/person  Attendance for each (\$755) x 5 members	\$3775	
			\$ 3775 -
6000	<p>No more than 5% can be spent on tangible acknowledgment items; research indicates that tangibles are not as significant as verbal acknowledgment and relationship building (should you have questions or concerns regarding this reach out to the VTSS Specialist with VDOE)</p> <p>Funds can be spent on books and literature; the expectation is that this content will support implementation and be utilized in conjunction with coaching supports offered at the division and state levels</p> <p>Food and participant support costs for activities that highlight the work of VTSS in your division such as a family engagement event; details regarding these events should be proposed in a line-item fashion using this template (should you have questions or concerns regarding this reach out to the VTSS Specialist with VDOE)</p> <p>No more than 10% of funds can be spent on materials to support the social and emotional well-being of students (should you have questions or concerns regarding this reach out to the VTSS Specialist with VDOE)</p> <p>No more than 10% of funds can be spent on Instructional materials to support practices and division goals related to lessons learned through</p>		

	VTSS Effective Classroom Systems and the Academic Tiered Fidelity Inventory  Promotional materials to highlight your work in implementing VTSS		
	Awesome School's Community Learning Night Meals for 200 at \$10/person = \$2000 Make and Take Family Learning Kits 50 at \$15/kit = \$750 Facility Costs (rental, support staff, decorations) = \$1000	\$3,750	
	Awesome book for staff book study 300 books at \$10/book	\$3,000	
			\$ 6,750 -
<b>TOTAL</b>			<b>\$39,863.75</b>

## VTSS ACTIVITIES OUTLINE

MONTH	ANTICIPATED ACTIVITIES
August 2025	<ul style="list-style-type: none"> <li>• Awesome summer two-day training</li> <li>• DLT Meeting</li> </ul>
September 2025	<ul style="list-style-type: none"> <li>• Quarterly School Leaders Meeting</li> <li>• DLT Meeting</li> </ul>
October 2025	<ul style="list-style-type: none"> <li>• DLT Meeting</li> </ul>
November 2025	<ul style="list-style-type: none"> <li>• Awesome School's Community Learning Night</li> <li>• DLT Meeting</li> </ul>
December 2025	<ul style="list-style-type: none"> <li>• Quarterly School Leaders Meeting</li> </ul>
January 2026	<ul style="list-style-type: none"> <li>• DLT Meeting</li> </ul>
February 2026	<ul style="list-style-type: none"> <li>• DLT Meeting</li> </ul>
March 2026	<ul style="list-style-type: none"> <li>• Quarterly School Leaders Meeting</li> <li>• DLT Meeting</li> </ul>
April 2026	<ul style="list-style-type: none"> <li>• Awesome Conference</li> <li>• DLT Meeting</li> </ul>
May 2026	<ul style="list-style-type: none"> <li>• DLT Meeting</li> </ul>
June 2026	<ul style="list-style-type: none"> <li>• Quarterly School Leaders Meeting</li> <li>• VTSS Summer Learning Series</li> </ul>