



State of Arizona  
Department of Education

August 27, 2012

Joan Gilbert  
Tucson Unified School District  
Tucson, AZ 85719

Dear Ms. Gilbert:

It is my great pleasure to provide you with this **Notice of Award for the 2013-2015 Mathematics and Science Partnership Grant**. This award is contingent upon meeting and verifying the following conditions:

1. becoming compliant with all state and/or federal grant requirements
2. meeting and verifying certain conditions listed on the accompanying sheet (proposal and budget revisions)
3. pending the State Board of Education approval for funding.

Please confirm that you have received this email and provide the contact information for the person who will be handling the revisions. Budget revisions will need to be finalized and approved by the ADE by noon August 29, 2012. Proposal modifications must be finalized and approved by the ADE by noon September 18<sup>th</sup>. Questions should be directed to Lacey Wieser ([lacey.wieser@azed.gov](mailto:lacey.wieser@azed.gov) or 602-364-2332) or Suzi Mast ([suzi.mast@azed.gov](mailto:suzi.mast@azed.gov) or 602-364-4030).

Sincerely,

Mary Knuck, NBCT, Ed.D.  
Deputy Associate Superintendent,  
Mathematics Standards Implementation  
K-12 Academic Standards  
1535 West Jefferson St. Bin #5  
Phoenix, AZ 85007  
Phone: 602-364-2353  
FAX: 602-364-0902

Lacey Wieser  
Director of K-12 Science  
Arizona Department of Education  
K-12 Academic Standards  
1535 West Jefferson St. Bin #5  
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## Tucson Unified School District - FY2013-2015 MSP Grant

Approved

Approved with conditions

Disapproved

The following revisions from the main applications are necessary. Modifications should be added in a different color for the purpose of review. In order to facilitate the placement of the proposal onto the grants management system, all tables, charts or graphics should be referenced in the narrative and placed in the appendix. Submit your budget revisions to Lacey Wieser ([lacey.wieser@azed.gov](mailto:lacey.wieser@azed.gov)) as soon as possible; they must be approved by the ADE no later than noon on August 29, 2012. Submit your revisions to narratives and appendices to Lacey Wieser ([lacey.wieser@azed.gov](mailto:lacey.wieser@azed.gov)) as soon as possible; they must be approved by the ADE no later than noon on September 18, 2012.

1. Please include the updated budget in the revised proposal. Also please include an updated cover sheet with the final budget figure. An original hard copy of the cover page that is signed in blue ink will need to be submitted to the program office.
2. Compliance Concerns: The Tucson Unified School District has programmatic holds and cash management issues in grants management system. TUSD will need to clear the hold/cash management issues before funding can be awarded and evidence of such will need to be provided. TUSD will need to contact the program office that administers the non-compliant grant(s) to determine what they need to do to meet compliance and have the hold removed/cash management issue resolved.
3. Partnership Needs Assessment
  - Plan does not provide evidence of the role of all the partners in determining the professional development needs and how the needs were prioritized.
4. Research/Evidence Base and Efficacy of Plan
  - Proposed plan does not meet the requirements of this grant. Each teacher needs a minimum of 104 contact/PD hours in a single content area. Revise plan to focus on a single content area (supported by your needs assessment) over the two year grant cycle.
  - Indicate how this project will build on lessons learned from past professional development activities and increase student achievement.
  - While research is linked to the need for the professional development, little reference is made to research supporting the PD strategies and/or efficacy of increasing student achievement. Amend the proposal to link strategies used by the PD to the research on student achievement.
  - Plan provides little evidence that the professional development is rigorous or challenging in academic content. The lesson plan and general activity descriptions on the timeline does not provide sufficient evidence of rigor that the PD plan will provide learners with adult/college level science content.

## 5. Commitment and Capacity of Partnership

- While the narrative provides an outline of the roles of each partner in the project, specific details of how each partner will contribute to the goals and objectives needs to be provided.
- Provide additional details on the governing structure of the partnership and the role of each partner specific to decision-making, communication, and fiscal responsibilities.
- Provide a partnership sustainability plan that addresses how assessment data will be used, how the leadership capacity at the principal and teacher levels will be fostered when state funding is no longer available.

## 6. Budget and Cost Effectiveness:

- Budget form: Please call Lacey Wieser at 602-364-2332 to discuss budget adjustments.
  - 6100: Provide additional details showing calculations of all stipends. Adjust RTOP and DTAMS stipends to match revised plan of a single content focus. Stipend for facilitating summer institute is appropriate, but stipend of 1 FTE during school year is not supported by scope of work. Reduce this stipend not to exceed 0.5 FTE and provide details (0.5 FTE x \$ yearly salary = \$ total)
  - 6300:
    - Adjust salary support for post RTOP during year 1 to match revised PD plan.
    - Provide additional summary details and calculations for UA support (provide salary as either hourly or percentage of FTE) and include benefit percentages in the calculations. If this includes indirect costs, itemize them (and the indirect rate).
    - With change of PD plan, will Sunistanai LLC still provide year 1 and year 2 workshops? Provide additional details in narrative/budget supporting rationale and budget for 2 cohorts, each with 2 instructors. Make any associated changes in 6500 for travel changes, if applicable.
  - 6500: Include budget for registration for RTOP training of \$25 per trainer.
  - 6600: Provide additional details for kit refurbishment (# of kits per workshop x cost per kit to refurbish x number of workshops using kits)
  - 2300-6100: Provide details (%FTE x salary) to support Evaluator budget.
  - 2300-6500: If internal and external evaluators need RTOP training (and aren't included under previous line items) add this to the budget at \$25 per attendee registration.
  - 3000-6800: It appears that a subtotal was inserted in the "Other Expenses" line. This needs to be removed from this line.
  - 6910: Indirect costs: Update based on revised budget.