

Early Literacy Grant Annual Report Guidance Document



Introduction

The purpose of this guidance document is to assist schools participating in the Early Literacy Grant with the completion of the Annual Report. The Annual Report must be submitted by 11:59pm (MST) on June 1, 2019. This document provides an overview of the sections contained within the Annual Report and guidance for how to complete the various sections. The Annual Report, which opens on April 1, 2018 can be found [here](#).

LEA Information

This section of the Annual Report will ask the user to select the name of the school from a drop-down menu. Users will also have to enter contact information for the Annual Report. It is required that users include at least one district level contact, who will be available throughout the summer, as an additional option.

Early Literacy Grant Annual Report Information

Progress Toward Measurable Goals

This section asks users to provide details related to the goals stated in their initial application.

- Example
 - Goal 1: *Third grade students will show an increase of 15% proficiency in literacy as measured by Galileo benchmark assessments during the 2017-18 school year.*
 - Progress toward Goal: *As of this report, only 50% of our students in third grade have increased in proficiency by 15% or more. Tracking of this goal began in January 2018.*

Level of Effectiveness for Evidence-based Strategies

This section asks users to provide details regarding the evaluation of the level of effectiveness for each evidence-based strategy listed in the initial application.

- Example
 - Evidence-based Strategy 1: *Students will be engaged in daily small-group reading instruction using My Sidewalks on Reading Street from Pearson. Students will receive literacy instruction at their instructional reading level.*
 - Evaluation of Level of Effectiveness for Evidence-based Strategy 1: *My Sidewalks on Reading Street from Pearson meets the criteria for the Promising level of evidence under ESSA. Based on teacher formative assessments and our recent benchmark data, all*

students have improved their reading proficiency by at least 2%. 50% of 3rd graders have met the goal of increasing proficiency by 15% or more.

- Users can reference [this video](#) for additional information related to levels of effectiveness.
- There are 4 levels of evidence:
 - Strong Evidence: Demonstrates a statistically significant effect on improving student outcomes and is based on at least 1 well-designed and well-implemented study.
 - Moderate Evidence: Demonstrates a statistically significant effect on improving student outcomes and is based on at least 1 well-designed and well-implemented quasi-experimental study.
 - Promising Evidence: Demonstrates a statistically significant effect on improving student outcomes and is based on at least 1 well-designed and well-implemented correlational study with statistical controls for selection bias.
 - Strong Theory: Demonstrates a rationale based on high quality research findings or positive evaluations that such strategy is likely to improve students' outcomes

Budget Expenditures

This section asks users to provide the amount for budget expenditures in the areas of;

- Personnel
- Assessment
- Instructional Materials
- Professional Development
- Full Day Kindergarten
- Half Day Kindergarten
- Other Expenses

Users will also attest that Early Literacy Grant Funds were used to supplement and not supplant funding under A.R.S. §15-211.

Early Literacy Grant Updates

This section asks users to update and revise the initial plan as appropriate to achieve progress toward measurable goals and/or effectiveness of funded activities as stated in the initial grant application. This may include adjusting achievement goals, adjusting evidence-based strategies, and/or modifying the budget.

Carryover Funds

This section asks the user to detail the amount of grant funds that will be carried over to the next year of the grant. Users will also provide detail regarding any grant funds that were not expended during the current year of the grant.

Cautionary note: while carryover funds are allowable, they are not recommended. While this provision goes through July 1, 2025, there must be an appropriation each year for the funding to continue.

Questions

For questions related to the Early Literacy Grant, contact Dr. Heather Cruz at heather.cruz@azed.gov.