



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

DATE: February 17, 2023

TO: Division Superintendents

FROM: Jillian Balow, Superintendent of Public Instruction

SUBJECT: Office of School Quality (OSQ) - School Improvement Competitive Grant Awards (SIG)

Under Section 1003 of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA), funding is reserved for school improvement activities for Local Educational Agencies (LEA) with schools identified for Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), or Additional Targeted Support and Improvement (ATSI) (ESEA section 1003(b)(1)(A)).

To receive 1003 funds, ESEA requires an LEA with one or more schools identified for comprehensive, targeted, or additional targeted support and improvement to develop and submit an application to be considered for an award on a competitive basis (ESEA section 1003(b)(1)(A)). The submitted application describes how the LEA will monitor schools receiving funds; use a rigorous review process for any external partners; align federal, state, and other local resources; and modify practices and policies to provide flexibility to effectively implement comprehensive school improvement plans.

An LEA may only use Section 1003 funds for activities that meet the following criteria:

- improve student outcomes through evidence-based interventions in the identified areas, such as math, reading, and/or federal graduation indicator;
- must meet one of the first three tiers of evidence under ESEA section 8101 (21)(A) as evidence-based interventions, activities, or strategies; and
- must be consistent with the school's comprehensive improvement plan.

Based on the aforementioned guidelines, the Office of School Quality (OSQ) reviews and approves School Improvement Grant (SIG) applications to receive funding. This grant award period extends from October 1, 2022, through September 30, 2024. No funds may be encumbered after September 30, 2024. Final requests for reimbursement must be received by November 15, 2024. The grant award number must be referenced in all communications and reimbursement requests relative to this project.

Funds may be used only for the activities stipulated in the approved application. Reimbursement for expenditures cannot be honored where the program or budget modifications are implemented without prior approval. Project reimbursement and amendment requests must be made using the Virginia Department of Education's OSQ forms.

The terms of the Grant Award are defined in **Attachment A**. The amount of funds approved for each LEA is shown on the grant award list in **Attachment B**. As applicable, the Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements is provided as **Attachment C**. **This memorandum serves as your official grant award notification, and you may obligate funds.** Reimbursement requests will be processed upon your submission of documentation reflecting the invoiced amount.

If you have questions or need additional information, please contact Mrs. Danette Fleming, OSQ Reports and Grants Manager, at (804) 371-4989 or danette.fleming@doe.virginia.gov or Mr. Mark Jennings, OSQ Specialist, at (540) 307-1479 or mark.jennings@doe.virignia.gov.

JB/MJ

Attachments:

- A. [Terms of Grant Award](#) (Word)
- B. [Grant Award Notification Recipients](#) (Excel)
- C. [Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements](#) (Word)