***Year 1 [FY26] July 1, 2025 – August 31, 2025***

## ***Massachusetts Department of Elementary and Secondary Education FY2026***

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| **Name of Grant Program:**  Partnership for Reading Success – Massachusetts (PRISM) III | **Fund Code:** 0594 |

# Image of a prism **PRISM III - Track 1 Budgeting Guide**

This attachment provides full details about how PRISM III funds may be used. This grant will provide funding as well as hands-on support from Department specialists for up to three and a half years for recipients to improve literacy teaching and learning and accomplish the activities listed in the RFP.

**PRISM III Track 1 is for LEAs that have already engaged in a comprehensive evaluation and selection process and are ready to purchase materials in Summer 2025 to implement in SY25-26.**

**PRISM III Track 1** LEAs/consortia will receive funding to purchase materials and initial professional development in FY26 (Year 1). If awarded funding, Track 1 LEAs/consortia will then receive funds for implementation support in FY26 (Year 2), FY27 (Year 3), and FY28 (Year 4), pending funding availability and LEA success.

**Important Note**

“High-quality core curricular materials” for ELA/Literacy are defined as having a rating of Meeting Expectations for the Standards Alignment domain and a rating of Meeting or Partially Meeting Expectations for Classroom Application on a [CURATE](https://www.doe.mass.edu/instruction/curate/) review.

Please read the rest of this document for details on PRISM III – Year 1 funding. Please note that all PRISM-funded purchases MUST be pre-approved by DESE before they are made by the LEA.

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## Funds Provided to Awarded LEAs for Track 1 - Year 1 (July 1, 2025 – August 31, 2025)

1. **Stipends for Educators to serve on the PRISM Curriculum Council:** The PRISM Curriculum Council will work together to coordinate and enact the multi-year work of this initiative across schools. Funds may be budgeted for educators to serve on the PRISM Curriculum Council, to cover:
   1. Stipends for time above and beyond contracted time to serve on the PRISM Curriculum Council (e.g., attend PRISM Curriculum Council meetings, work on plans, facilitate meetings and/or presentations).

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| **GEM$ Budgeting Note**  Use the PRISM III Track 1 Calculator to generate the amount for Stipends. The cap is $2,000 per school.  On GEM$, enter the amount for Stipends in Object Code 01: Professional Salaries (non-MTRS) for Function Code LDRS (Instructional Leaders), Function Code TCHR (Teachers), and/or Function Code PARA (Paraprofessionals) depending on who will be on the PRISM Curriculum Council. |

1. **Stipends for Educators to support PRISM work beyond contractual hours or duties:** Many educators working on literacy (e.g., classroom teachers, special educators, ESL teachers, administrators, coaches) will participate in PRISM III planning and professional learning in Year 1. These funds may be budgeted to stipend educators for their PRISM-related work beyond contractual hours or duties, if needed. The following educators can be stipended from this grant for their work outside contract hours:
   1. Teachers, including general education teachers, special education teachers, ESL teachers
   2. Paraprofessionals and teaching assistants
   3. Instructional coaches, reading specialists, reading interventionists
   4. School and/or district-based administrators
2. **Substitute Coverage funding for educators to support PRISM III work during contractual hours:** In lieu of educator stipends described in part 2 of this document, LEAs may elect to budget for substitute teachers to offer release time for educators to participate in grant activities.

*LEAs will have the choice of budgeting for stipends and/or substitute coverage. LEAs should consider which of the two options is the most practical approach for their unique context. LEAs may split the amount amongst the two categories within the caps named below.* If choosing this option, please use a portion (or all) of the amount available for Stipends, as outlined in section 2 of this document.

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| **GEM$ Budgeting Note**  Use the PRISM III Track 1 Calculator to generate the amount for Stipends OR Substitute Coverage. The cap is $7,500 per school.  On GEM$, enter the amount for Stipends in Object Code 01: Professional Salaries (non-MTRS) for Function Code LDRS (Instructional Leaders), Function Code TCHR (Teachers), and/or Function Code PARA (Paraprofessionals) depending on who will need stipends to complete FY25 PRISM grant programming.  On GEM$, enter the amount for Substitute Coverage in Object Code 03: Other Salaries for Function Code TSER (Other Teaching Services). |

1. **Purchase of selected curricular materials.** Recipients will procure the selected high-quality curricular materials for all classrooms in all schools participating in the grant. “High-quality core curricular materials” for ELA/Literacy are defined as having a rating of Meeting Expectations for the Standards Alignment domain and a rating of Meeting or Partially Meeting Expectations for Classroom Application on a [CURATE](https://www.doe.mass.edu/instruction/curate/) review.

The selected curricular materials must be high-quality as defined above. For digital materials, this grant will fund the purchase of student licenses for a minimum of 2 years and a maximum of 4 years. This grant will fund half the cost of procurement of ELA/Literacy curricular materials with the remaining portion paid by the LEA. LEAs/consortia will need to submit an itemized quote upon application for approval. Please note that there are financial caps in place for this line item. LEAs/consortia cannot exceed this financial cap ($400,000 total), even if the financial cap is below 50% of the total approved itemized quote.

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| **GEM$ Budgeting Note**  Please enter the quote from the publisher for 50% of the cost to purchase the selected HQIM. The cap is $400,000 per LEA/consortium. Please submit an itemized quote from the publisher with your application.  On GEM$, please enter the amount in Object Code 07: Equipment for Function Code MATL (Instructional Materials and Technology). |

1. **Leadership Coaching.** Each LEA/consortium will work with a PRISM Curriculum & Instruction Coach that has been pre-approved and selected by DESE to support the establishment of the PRISM Curriculum Council, as well as the systems, structures, and roles needed to support HQIM implementation. the PRISM Curriculum & Instruction Coach can provide leadership coaching and support including, but not limited to the following activities:
   1. Set up the PRISM Curriculum Council, systems, structures, and roles within the LEA to support HQIM launch and implementation, as well as lesson preparation, coaching, and feedback cycles.
   2. Conduct a collaborative Landscape analysis, aligned to DESE’s [IMplement MA process](https://www.doe.mass.edu/rlo/instruction/implement-ma-process/story.html), to identify the current realities of curriculum and instruction in the core ELA/Literacy block. This analysis will be the foundation of the development and refinement of the LEAs PRISM Literacy Plan.

This grant will fund the Coaches’ services. Recipients are expected to engage with and receive support from their PRISM coach regularly for the entire grant program period and throughout the calendar year.The LEA/consortium is responsible for developing and executing a contract with the pre-approved PRISM Curriculum & Instruction Coach. The funds to cover this contract will be provided by the grant. DESE is not a party to this contract.

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| **GEM$ Budgeting Note**  On GEM$, please enter $15,000 in Object Code 04MC: Contracted Services (major) for Function Code PDEV (Professional Development) |

1. **Curriculum-based Professional Learning.** Professional development to support evidence-based, inclusive, and culturally and linguistically sustaining implementation of the new curricular materials from the LEA/consortium’s DESE-approved PRISM Curriculum & Instruction Coach. The PRISM Curriculum & Instruction Coach can provide curriculum-based professional learning on, but not limited to, (a) professional learning to build understanding of design and intent of curricular materials and shared expectations for excellent implementation; (b) professional learning educators to deepen understanding of evidence-based literacy practices, engage in Unit and Lesson Internalizations, and practice key instructional routines, such as Student Work Analysis.

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| **GEM$ Budgeting Note**  Use the PRISM III Track 1 Calculator to generate the amount for Curriculum-based Professional Learning. In B3 of the budget calculator, please enter the number of schools in your LEA and the number of PD days (not to exceed 2) you intend to utilize in July – August 2025. That will automatically calculate the amount available for curriculum-based professional learning in year 1.  On GEM$, please enter the amount in Object Code 04MC: Contracted Services (major) for Function Code PDEV (Professional Development) |

## Future years of PRISM III

LEAs/consortia awarded PRISM III in FY25 will be able to apply for a continuation into FY26 (9/1/25 - 9/30/26), FY27 (10/1/26 - 9/30/27), and/or FY28 (10/1/27-9/30/28), *pending funding availability*. Continuation funding is not guaranteed. FY26 Continuation funding is based on available funds and progress through PRISM III activities. If awarded continuation grants, PRISM III awardees will receive funding to support the following components.

**DESE-approved and selected PRISM Curriculum & Instruction Coach**

1. Leadership coaching/consultation from a DESE-approved and selected PRISM Curriculum & Instruction Coach to support the refinement and enactment of a PRISM Literacy Plan, aligned to DESE’s [IMplement MA process](https://www.doe.mass.edu/rlo/instruction/implement-ma-process/story.html).
2. Leadership coaching/consultation from a DESE-approved PRISM Curriculum & Instruction Coach to:
   1. Conduct a collaborative Landscape analysis, aligned to DESE’s [IMplement MA process](https://www.doe.mass.edu/rlo/instruction/implement-ma-process/story.html), to identify the current realities of curriculum and instruction in the core ELA/Literacy block. This analysis will be the foundation of the development and refinement of the LEAs PRISM Literacy Plan.
   2. Establish lesson prep routines (Looking at Student Work Analysis, Lesson Internalization, Unit Unpacking, Instructional Walkthroughs)
   3. Engage in regular progress monitoring and goal setting based on walkthroughs, lesson prep cycle, and PRISM Literacy Plan
3. Curriculum-based professional learning provided by PRISM Curriculum & Instruction Coach to support evidence-based, inclusive, and culturally and linguistically sustaining implementation of the new curricular materials.

**Staff Costs**

1. Stipends are available for PRISM Curriculum Council members. This team will work together to coordinate and enact the multi-year work of this initiative, across schools if applicable.
2. Educators’ time, either through:
   1. the use of stipends for educators’ time above and beyond contracted time, or
   2. funds for substitutes to offer grant-participating staff release time from their other responsibilities.