

# Partnership for Reading Success – Massachusetts (PRISM)

## Engaging Stakeholders in the Application Process



As part of the application process, public school districts and charter schools are invited to submit letters of support from stakeholders who are both impacted by and involved with the early literacy initiatives funded by PRISM I grants. Though letters of support are optional, LEAs may use letters of support to demonstrate the commitment to early literacy improvement work throughout the community. LEAs demonstrating this shared commitment will receive competitive priority.

### Strategies for Building a Shared Commitment to PRISM I

- Inform constituents of plan to apply for PRISM I and share the “What is PRISM” one-page overview with stakeholders\*
- Allow stakeholders time to digest information and get answers to questions
- Engage stakeholders in a guided conversation about their questions, concerns, ideas, and input for applying to PRISM I
- Incorporate stakeholder input into the PRISM I application
- Invite members of stakeholder groups to co-develop the PRISM I application with LEA leadership team
- Provide stakeholder groups a sample letter of support that they can personalize and submit alongside your application\*

\*For the PRISM one-page overview, visit the PRISM website.

### Possible Stakeholders to Engage

- Teachers’ association or other teacher-led organizations
- School Committee or Board
- Parent/Teacher Association
- Classroom Teachers and Literacy Coaches
- Special Education Teachers and Leaders
- Multilingual Learner Teachers and Leaders
- Principals and Building Leaders
- Community-based PreK Providers
- Community Organizations (Boys and Girls Clubs, YMCAs, Head Starts, Local Libraries, Education Advocacy Groups)



Making progress and closing disparities in early literacy requires a shared commitment and collaboration throughout the community. LEAs are encouraged to engage local community stakeholders meaningfully through interactive discussions about PRISM activities. **This SAMPLE letter demonstrates how a letter of support could capture the collaborative process between the LEA and the stakeholder during the PRISM application process.** Please note that any letter submitted should be customized.

September 1, 2024

The teachers of ABC District are writing in support of ABC District's application to the Partnership for Reading Success – Massachusetts (PRISM) grant program.

A small group of teachers was formed to represent the teachers of ABC District and participate in the development of the application for the PRISM grant. Teachers have been informed about the PRISM grant, the resources it would bring to our district if we are awarded, and the commitments and requirements for participating. Teachers have had a voice, through both surveys and optional meetings, to be part of the decision to apply to PRISM. Teachers are excited about this opportunity and enthusiastic about our application.

As teachers, we believe that the commitments and requirements of this grant are a good match for our community and we and are prepared to collaborate with district administrators to make this initiative a success. If ABC district is awarded, teachers will be represented on the PRISM Leadership Team and will maintain open lines of communication with the district and school leadership, DESE, and our teacher colleagues.

Sincerely,  
Jane Doe

\*Refer to the previous page for a list of important stakeholders that LEAs might consider engaging in the PRISM application process.

