



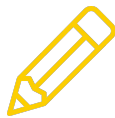
In an effort to ensure the Indiana Department of Education (IDOE) is effectively and efficiently responding to the needs of our local educational agencies (LEAs), you may now request free Technical Assistance (TA) directly from IDOE. This is an opportunity for LEAs to voluntarily request targeted support with a developmental need or problem.

TA, commonly referred to as consulting, is the process of providing targeted support to an organization with a development need or problem. TA is an effective method for building the capacity of an organization and involves communication between a specialist or consultant and the organization. The specialist should be aware of the organizational culture and any specific circumstances related to the developmental need. TA is also typically delivered over an extended period of time.

TA can be provided through one-on-one consultation or small group facilitation and may be delivered in person, by phone, email, or other online methods such as virtual conferencing.

LEAs may request varying levels of technical assistance for the purpose of improving outcomes for students in one or more of the areas identified below.

- Universal, General
- Targeted, Specialized
- Intensive, Sustained
- Intensive, Longstanding



While LEAs have the ability to request TA when needed, in certain circumstances, IDOE may also require LEAs to engage in TA. This identification can be based on the following, but is not limited to, areas of noncompliance (singular or ongoing), student outcome data, service provision, and program effectiveness. Under these circumstances, IDOE will identify LEAs and, in some cases, identify areas of need for assistance.

REQUESTING TECHNICAL ASSISTANCE

Visit our website: <https://www.in.gov/doe/students/office-of-student-support-and-accessibility/> and click 'here' to complete the request form. The Office of Student Supports and Accessibility will contact you to build a plan of support.

Click [here](#) to submit a technical assistance request form!



COMPONENTS OF TECHNICAL ASSISTANCE

To develop effective TA, the specialist or consultant should adhere to a set of core principles. Effective TA should be:



- **Collaborative** – Work jointly with the organization’s staff to identify underlying needs.
- **Systematic** – Use an orderly approach.
- **Targeted** – Determine where technical assistance will have the greatest impact.
- **Adaptive** – Be flexible.
- **Customized** – Respond to the unique needs of the organization.
- **Results-driven** – Identify measures that indicate improvement.

TECHNICAL ASSISTANCE LEVELS

Series of sessions often provided on-site and require a stable and ongoing relationship between staff and LEA. Should result in changes to policy, program, practice or operations. LEA has a history of identified needs & has been designated by DOE.

Level 3+
Longstanding

Series of sessions often provided on-site and require a stable and ongoing relationship between staff and LEA. Should result in changes to policy, program, practice or operations.

Level 3 - Sustained

One-time labor-intensive events such as facilitating strategic planning or attending regional or national conferences. Can be multiple events over time.

Level 2 - Targeted

One-time, invited or offered conference presentations. Includes, newsletters, guidebooks, or brief communications.

Level 1 - Universal