Technical Assistance Process

The Indiana Department of Education (IDOE) is dedicated to ensuring that local educational agencies (LEAs) receive effective and efficient targeted support when needed. IDOE's Office of Student Support and Accessibility has developed this resource and the Technical Assistance (TA) Overview to provide a clear understanding of the process of requesting this assistance.

TA Process for LEA Submission:

1. LEAs identify a need for TA and navigate to IDOE's Office of Student Support and Accessibility webpage.

2. LEAs will submit TA Request Form, identifying a point of contact and brief overview of the type of assistance/service requested.

3. IDOE will review the submission and determine the level of TA needed by the LEA within one business day of receiving the request.

4. IDOE will schedule an intake call with the LEA requesting support via the Microsoft Teams web conferencing application or another application, as needed.

5. IDOE will take appropriate action to provide individualized support based on the TA level agreed upon by both parties.

TA Process for Identified LEAs:

1. LEAs are identified by IDOE through data management, monitoring, or additional needs based on assessment trends and academic progress.

2. IDOE notifies LEAs of technical concerns and delineates the process for conducting TA for their specific populations and needs.

3. IDOE will schedule an intake call with the identified LEA via the Microsoft Teams web conferencing application or another application, as needed.

4. IDOE will take appropriate action to provide individualized support based on the TA level and concerns identified by both parties.

For an overview of TA levels and options, refer to the TA Overview. Visit IDOE's Office of Student Support and Accessibility webpage for additional information and submit the Technical Assistance Request Form for this concentrated support. Contact IDOE's Office of Student Support and Accessibility with any additional questions.