

**2020–21 Every Student Succeeds Act
Comprehensive Support and Improvement
County Office of Education
Application for Funding
Walk-through Webinar**

School Improvement and Support Office
January 7, 2021

CALIFORNIA DEPARTMENT OF EDUCATION
Tony Thurmond, State Superintendent of Public Instruction



Acronyms

- **CDE**—California Department of Education
- **COE**—County Office of Education
- **CSI**—Comprehensive Support and Improvement
- **ESSA**—Every Student Succeeds Act of 2015
- **SBE**—State Board of Education
- **SEA**—State Educational Agency
- **FY**—Fiscal Year
- **GMART**—Grant Management and Reporting Tool
- **LCAP**—Local Control and Accountability Plan
- **LEA**—Local Educational Agency
- **SISO**—School Improvement and Support Office
- **SPSA**—School Plan for Student Achievement
- **SY**—School Year



Housekeeping

- Please use the question and answer feature to post questions.
- A PDF of today's presentation is located on the CDE's CSI web page at:

<https://www.cde.ca.gov/sp/sw/t1/csiwebinars.asp>



Agenda

- Purpose
- CSI Prompts
- FY 2020 CSI COE Funds
- CSI Planning Requirements
- Statutory Authority
- Subgrant Information
- Eligibility Requirements
- Allowable Activities
- Technical Assistance
- LEA Activities
- Evidence and the ESSA
- Disallowable Activities
- Reporting Requirements
- Apportionments
- **Application Process**
 - The GMART
 - Application Sections



Purpose (1)

Consistent with the system of support's focus on increasing the capacity of LEAs to meet the needs of all students, the Budget Act of 2020 appropriates **\$10 million** in **FY 2020** ESSA, Section 1003 funds to COEs for the purpose of **supporting the statewide system of technical assistance and support** for LEAs in their county that serve schools meeting the criteria for CSI.



Purpose (2)

- For purposes of CSI for the COE, **supporting the statewide system of technical assistance and support** means:
 1. Supporting LEAs to meaningfully address specific provisions of the CSI Prompts in the LCAP.
 2. Reviewing and approving LEA responses to the CSI Prompts.



CSI Prompts in the LCAP Plan Summary (1)

- ESSA requires that CSI plans are approved by the school, LEA, and SEA. For purposes of the ESSA, the **SBE serves as the SEA.**
- In January 2019, the SBE took action to include three CSI Prompts in the Plan Summary section of the LCAP. In this way, LEA responses to the CSI Prompts serve as the mechanism by which the SBE approves the LEA's CSI plans.
- **The COE plays a critical role in assisting the SBE** by reviewing and approving LEA responses to the CSI Prompts.



CSI Prompts in the LCAP Plan Summary (2)

1. Identify the schools within the LEA that have been identified for CSI.
2. Describe how the LEA is supporting the identified schools to develop the CSI plans.
3. Describe how the LEA will monitor and evaluate the implementation and effectiveness of the CSI plan to support student and school improvement.

The LCAP template is located at:

<https://lcaptemplate.org/login>



FY 2020 CSI COE Funds

- The 2020–21 ESSA CSI COE Application for Funding is used for COEs with LEAs in their county that serve school(s) meeting the criteria for CSI based on the **2019 California School Dashboard** (Dashboard).
 - To learn more about school eligibility for CSI on the 2019 Dashboard visit the CDE CSI web page located at <https://www.cde.ca.gov/sp/sw/t1/csi.asp>
- FY 2020 CSI COE funds are used to support LEAs that are developing and implementing CSI plans for the **2021–22 SY**.



CSI Planning Requirements for LEAs (1)

- LEAs receive ESSA, Section 1003 funding to develop and implement improvement plans for each school identified for CSI.
- In California, federal CSI planning requirements are met through the SPSA (as codified in California *Education Code* Section 64001 at <https://bit.ly/2G9Fn1a>) and LCAP planning processes (CSI Prompts).
 - Single School Districts and charter schools may use their LCAP as their CSI plan if it addresses all CSI planning requirements.



CSI Planning Requirements for LEAs (2)

- Templates and instructions for the LCAP and SPSA are located at <https://www.cde.ca.gov/re/lc/>.
- CSI requirements and information are located at <https://www.cde.ca.gov/sp/sw/t1/csi.asp>.



Statutory Authority for the FY 2020 CSI Funds

- **Federal: ESSA**
<https://bit.ly/2GG2iSp>
 - Section 1003—School Improvement Funding (pages 9–11)
 - Section 1111(d)(1)—Comprehensive Support and Improvement Planning Requirements (pages 33–35)
- **State Spending Authority:** Senate Bill 115 Budget Act of 2020 Chapter 6 Section 2 Item 6100-134-0890 Schedule (2) located at
https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201920200SB74



Subgrant Information—Subgrant Period

- The 2020–21 ESSA CSI COE Application for Funding covers a subgrant period beginning **February 15, 2021**, and ending **September 30, 2022**.
- FY 2020 ESSA, Section 1003 funding is available to each eligible COE that submits an approvable application.
- Applications are due to the CDE no later than 4 p.m. on January 20, 2021.



Subgrant Information—Funding (1)

- FY 2020 ESSA, Section 1003 funds are allocated to COEs based on a formula.
- The funding formula takes into consideration the number of schools within the county that are eligible for CSI.
 - Based on the work that the COE performs—review and approval of LEA responses to the CSI Prompts.



Subgrant Information—Funding (2)

Removed from the COE base calculation are school counts related to the following scenarios:

1. COE serves as the LEA (COE does not review and approve its own LCAP)
2. COE does not review or approve the LEA LCAP CSI prompts (i.e., single district county)



Subgrant Eligibility Requirements— COEs

- Applicants must be a COE with at least one LEA in its county that serves school(s) eligible for CSI.
- 2019–20 ESSA Assistance Status Data Files, CSI criteria, and other program information can be found on the Eligibility and Funding tabs on the CSI web page located at <https://www.cde.ca.gov/sp/sw/t1/csi.asp>.



Allowable Activities and Costs (1)

FY 2020 funds authorized under this subgrant **must** be spent on the following activities:

1. Support LEAs to meaningfully address specific provisions and CSI prompts related to developing and implementing CSI plans in the **2021–22 SY**.
2. Review and approve the CSI prompts.

The ESSA CSI COE Authorized Use of Funds web page is located at <https://www.cde.ca.gov/sp/sw/t1/csicoeauthusefunds.asp>



COE Technical Assistance and Support Activities

- Review and approve LEA responses to the CSI Prompts located in the Plan Summary section of the LCAP.
 - **Includes reviewing and approving responses to CSI Prompts from any charter school in the county that is identified for CSI.**
- Utilize this work as an opportunity to build LEA capacity to support their schools through meaningful engagement in the school improvement planning and implementation processes.
- Technical assistance and support to LEAs should be related to CSI plan development and implementation activities.



LEA Activities

- Complete the CSI Prompts in the Plan Summary section of the LCAP to summarize and report its efforts to develop, implement, and monitor CSI plans.
- CSI Plan Development and Implementation:
 - Building capacity
 - Partnering with stakeholders
 - Conducting needs assessments and root cause analysis
 - Selecting and implementing evidence-based interventions/strategies/activities
 - Using data and outcomes to monitor and evaluate efforts
 - Reviewing/identifying and addressing, through implementation of the CSI plan, resource inequities, which may include a review of LEA- and school-level budgeting



Evidence and the ESSA (1)

Under the ESSA, CSI plans are required to be evidence-based. Section 8101(21)(A) of the ESEA defines an evidence-based intervention as being supported by *strong evidence, moderate evidence, promising evidence*, or evidence that *demonstrates a rationale*. ESSA, Section 1003 funds require the use of “evidence-based” interventions that meet higher levels of evidence. The table below lists ESSA’s top three levels of evidence.



Evidence and the ESSA (2)

Evidence Level	Description
Level 1: Strong Evidence	Based on at least one well-designed and well-implemented experimental study
Level 2: Moderate evidence	Based on at least one well-designed and well-implemented quasi-experimental study
Level 3: Promising Evidence	Based on at least one well-designed and well-implemented correlational study with statistical controls for selection bias

The United States Department of Education's non-regulatory guidance is located at

<https://www2.ed.gov/policy/elsec/leg/essa/guidanceuseinvestment.pdf>.



Disallowable Activities and Costs

- The use of federal funds must be consistent with the Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards:
<https://www.grants.gov/web/grants/learn-grants/grant-policies/omb-uniform-guidance-2014.html>.
- For federal guidance on Supplement not Supplant for school improvement, see question 29a, pages 21–22, located at
<https://www2.ed.gov/policy/elsec/leg/essa/snsfinalguidance06192019.pdf>.



COE Subgrant Reporting Requirements (1)

Report Name	Reporting Data	Performance Period	Reporting Due Date
Report 1	<ul style="list-style-type: none"> Budget Revisions (BR) Expenditures (E) 	February 15, 2021, to June 30, 2021	July 15, 2021 (BR) July 31, 2021 (E)
Report 2	<ul style="list-style-type: none"> Budget Revisions (BR) Expenditures (E) 	July 1, 2021, to September 30, 2021	October 15, 2021 (BR) October 31, 2021 (E)
Report 3	<ul style="list-style-type: none"> Budget Revisions (BR) Expenditures (E) 	October 1, 2021, to January 31, 2022	February 15, 2022 (BR) February 28, 2022 (E)
Report 4	<ul style="list-style-type: none"> Budget Revisions (BR) Expenditures (E) 	February 1, 2022, to June 30, 2022	July 15, 2022 (BR) July 31, 2022 (E)
Final Report and Evaluation	<ul style="list-style-type: none"> Budget Revisions (BR) Expenditures (E) Subgrant Performance Report 	July 1, 2022, to September 30, 2022	October 15, 2022 (BR) October 31, 2022 (E)



COE Subgrant Reporting Requirements (2)

- The COE reports actual expenditures to the CDE for each performance period within the subgrant period.
- The Final Report will include a Subgrant Performance Report.
- The acceptance and approval of reported expenditures does not preclude the CDE in any way from conducting program monitoring or audits.
- If the CDE does not receive the required reports, funding may be delayed or the CDE may bill the COE to recover funds already apportioned.

Prior to the first reporting due date, the CDE will host a webinar for FY 2020 COE subrecipients to review all reporting requirements. Later this spring, expect to receive webinar invitations and login instructions.



Apportionments (1)

First Apportionment (Approved Application)	Subsequent Apportionments
25 percent of the total COE allocation	Claimed expenditures for each performance period less prior cumulative payments.

The first apportionment will be processed in spring 2021 and subsequent apportionments approximately one month after the final date of each reporting period.



Apportionments (2)

Note: Reported expenditures are used for the purpose of calculating the COE's apportionment. The use of federal funds must be consistent with the Office of Management and Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; ESSA requirements, and requirements in the 2020–21 ESSA CSI COE Application for Funding.



Application and Funding Results Timeline

Activity	Due Date
Funding Profile Posted to the CDE Web Page	December 2020
2020–21 ESSA CSI COE Application for Funding Release Date	January 6, 2021
2020–21 ESSA CSI COE Application for Funding Webinar	January 7, 2021, at 2 p.m.
2020–21 ESSA CSI COE Application for Funding Due to CDE	January 20, 2021, by 4 p.m.
2020–21 ESSA CSI COE Application for Funding Review by CDE Staff	February 2021
Funding Results and Schedule of Apportionments Posted to the CDE Web Page	April/May 2021



Application Process

The 2020–21 ESSA CSI COE Application for Funding includes five sections:

Section 1: General Assurances, Certifications, Terms, and Conditions

Section 2: COE Applicant Information

Section 3: Narrative Responses

Section 4: Proposed Project Budget

Section 5: Signatures and Submission



The GMART (1)

- The 2020–21 ESSA CSI COE Application for Funding and all COE subgrant reporting will be managed in the GMART.
- The GMART is a web-based system that allows COEs to submit, view, print, and modify the application for funding. It is located at <https://www3.cde.ca.gov/gmart/gmartlogon.aspx>
- A reference-only PDF of the application is posted to the Funding tab of the CSI web page located at <https://www.cde.ca.gov/sp/sw/t1/csicoeapp.asp>



The GMART (2)

Username and passwords:

- Are the same for 2020–21 as 2019–20
- Were emailed to county superintendents
- Are case-sensitive

For more information, visit the GMART instructions web page located at

<https://www.cde.ca.gov/sp/sw/t1/gmartinstructions.asp>.



Logging on to the GMART (1)

- On the GMART landing page, the COE will enter their unique username and password.
- The COE will be prompted to select a link labeled “2020–21 Comprehensive Support and Improvement County Office of Education Application for Funding.”
- The COE will be navigated to the Application Overview.
- The Application Overview page will show tabs for all sections of the application.



Logging on to the GMART (2)

- **Grant Management And Reporting Tool (GMART)**

- **Logon**

- Username:

- Password:

- **Logon**



Selecting the Subgrant Application

- Grant Management And Reporting Tool (GMART)
 - Select Grant
 - Logoff

Please select the link below to begin or continue with your application:

- [2020–21 Every Student Succeeds Act Comprehensive Support and Improvement County Office of Education Grant Application for Funding](#)



Application Overview (1)

Grant Management and Reporting Tool (GMART)

[GMART Home](#) [Application Review](#) [Sec 1-Assurances](#) [Sec 2-COE Info](#) [Sec 3-Narrative Resp.](#)
[Sec 4-Project Budget](#) [Sec 5-Signatures](#) [Application Status](#) [CDE Contact Info](#)

[Logoff](#)

2020–21 Every Student Succeeds Act Comprehensive Support and Improvement County Office
of Education Application for Funding

Due: January 20, 2021

Application Status: Not Submitted

Application Overview

Note: Each section of this application must be completed before advancing to subsequent sections.

Reference the Appendix for alternative text version.



Application Overview (2)

Select to Display More Information



Application Overview (3)

I certify that I have read the above information and would like to continue to Section 1 of the application.

Save and Continue to Section 1

or

Save and Logoff

Reference the Appendix for alternative text version.



Application Section 1 (1)

General Assurances, Certifications, Terms, and Conditions

- Assurances, certifications, terms, and conditions are requirements of applicants and sub-grantees as a condition of receiving funds.
- General Assurances and Certifications are available on the CDE Funding Forms web page located at <https://www.cde.ca.gov/fg/fo/fm/ff.asp>.



Application Section 1 (2)

- All funds must be encumbered, expended, and legally obligated within the dates designated and must not exceed the maximum amount indicated in the Apportionment Letters. **No extensions or carryover of this subgrant will be allowed.**
- The COE must ensure that FY 2020 ESSA, Section 1003 funds are spent as indicated in this application and agree that funds will be used only to provide technical assistance and support to LEAs with the purpose of improving and sustaining student outcomes in schools meeting the criteria for CSI.



Application Section 1 (3)

Save and Continue to Section 2

or

Save and Logoff



Application Section 2 (1)

COE Applicant Information

The COE will be asked to verify the pre-populated applicant information including:

- County name
- COE Preliminary Fiscal Year 2020 Allocation Amount
- County/District Code (see the California School Directory web page at <https://www.cde.ca.gov/schooldirectory/>)
- National Center for Education Statistics (NCES)
- Data Universal Number System (DUNS)
See the Online Public Update for Schools web page located at <https://www3.cde.ca.gov/opuscds/default.aspx>.



Application Section 2 (2)

- If the information is inaccurate, **do not** submit the application.
- Use the “**Save and Logoff**” button and contact the School Improvement and Support Office for assistance.
 - Phone: 916-319-0833
 - Email: ESSACOE@cde.ca.gov



Application Section 2 (3)

Edit Contact Information

The COE provides name and contact information for:

- Primary Grant Coordinator
- Secondary Grant Coordinator
- Fiscal Coordinator



Application Section 2 (4)

Primary Grant Coordinator

First and Last
Name:

Title:

Phone:

Ext:

E-mail:

Fax:

Reference the Appendix for alternative text version.



Application Section 2 (5)

Save and Continue to Section 3

or

Save and Logoff



Application Section 3 (1)

Narrative Responses

- **Prompt 1:** Describe the county office of education (COE) process for reviewing and approving the Comprehensive Support and Improvement (CSI) prompts in the local educational agency (LEA) Local Control and Accountability Plan (LCAP) Summary. Include details describing how the COE will utilize ESSA, Section 1003 funds to support LEAs to meaningfully address specific provisions of how the LEA will develop, implement, monitor, and evaluate CSI plans in schools identified for comprehensive support.
- **Prompt 2:** Describe how the COE will use CSI funds to build the capacity of LEAs to improve school and student outcomes.
- Max **2000** characters for each



Application Section 3 (2)

Save and Continue to Section 4

Or

Save and Logoff



Application Section 4 (1)

Project Budget

- A proposed project budget is required.
- FY 2020 subgrant funds must support the requirements of the subgrant.
- All expenditures must be allowable activities and costs as outlined in the 2020–21 ESSA CSI COE Application for Funding.
- The project budget must be approved by the CDE.



Application Section 4 (2)

- Provide an expenditure description for all proposed expenditures within the major Object Codes.
 - Descriptions should directly align to the allowable use of funds described in this application and include how the costs are necessary and reasonable to execute the subgrant requirements.
- The Total Budget Amount must match the Preliminary FY 2020 Allocation Amount.



Application Section 4 (3)

Save and Continue to Section 5

or

Save and Logoff



Application Section 5 (1)

The County Office Superintendent or authorized designee will be prompted to check the following:

ASSURANCES/CERTIFICATIONS/TERMS/CONDITIONS:

- As the duly authorized representative of the applicant, I have read all assurances, certifications, terms, and conditions associated with the 2020–21 Every Student Succeeds Act Comprehensive Support and Improvement County Office of Education Application for Funding and I agree to comply with all requirements as a condition of funding.
- I certify that all applicable state and federal rules and regulations will be observed and that to the best of my knowledge, the information contained in this application is correct and complete.



Application Section 5 (2)

Submit Application

or

Save and Logoff



Application Status

Application Status

Application Status: Submitted

The COE should adhere to its record retention policies and print this application for record keeping.

[Print Submitted Application](#)

Application Submission and Review History:

*** There is no data in this field.

Application Version	Application Status	Date and Time	Name	Notes
1	Submitted	01/15/21 10:23:31	Abcd Efgh	***

Reference the Appendix for alternative text version.



Frequently Asked Questions (1)

- Must the LEA submit its CSI plan/s/ to the COE for review and/or approval?
 - The LEA is not required to submit its CSI plan/s/ to the COE for review and/or approval. The LEA uses the CSI Prompts located in the Plan Summary section of the LCAP to summarize and report its efforts to partner with stakeholders to develop, implement, and monitor its CSI plans.



Frequently Asked Questions (2)

- Must the COE approve responses to the CSI Prompts for charter schools in its county that are identified for CSI?
 - Yes, the COE must review and approve responses to the CSI Prompts for charter schools in its county that are identified for CSI. **The charter school is not required to submit its entire LCAP to the COE.** The charter school submits only its responses to the CSI Prompts to the COE for review and approval.



Questions?

Please enter questions in the Question Answer Area.



Evaluation

Please comment in the Question-Answer space regarding your experience of this webinar.

1. How engaged did you feel during this webinar?
(type a word or phrase: very engaged to not very engaged)
2. How would you rate your knowledge of the material presented? (type a word or phrase: very knowledgeable to not very knowledgeable)
3. Please add any suggestions for improvement in the future.



Contact Information (1)

Questions about the Application for Funding and COE CSI Program Requirements:

School Improvement and Support Office

April Tormey

ESSACOE@cde.ca.gov

916-319-0833

CSI Web Page: <https://www.cde.ca.gov/sp/sw/t1/csi.asp>



Contact Information (2)

Questions about CSI Planning Requirements:
School Improvement and Support Office

April Tormey

siso@cde.ca.gov



Contact Information (3)

Questions about CSI Prompts, the LCAP, and School-wide Planning Requirements under Title I, Part A, including the SPSA:

Local Agency Systems Support Office

LCFF@cde.ca.gov

916-319-0809

LCAP Web Page: <https://www.cde.ca.gov/re/lc/>



Appendix (1)

Slide 33

This is a screen print of the Application Overview section of the subgrant application on the GMART web page. It contains the following information:

- Navigation tabs at the top of the page for each section of the grant application: GMART Home; Application Overview; Section 1–Assurances; Section 2–COE Information; Section 3–Narrative Responses; Section 4–Project Budget; Section 5–Signatures; Application Status; and CDE Contact Information
- Link to Logoff



Appendix (2)

Slide 34

- 2020–21 Every Student Succeeds Act Comprehensive Support and Improvement County Office of Education Application for Funding
- Due: January 20, 2021
- Application Status: Not Submitted
- Application Overview
- Note: Each section of this application must be completed before advancing to subsequent sections.



Appendix (3)

Slide 35

This is a screen print of the Application Overview with the statement:
I certify that I have read the above information and would like to
continue to Section 1 of the application.

There are boxes that display: Save and Continue to Section 1

Or

Save and Logoff



Appendix (4)

Slide 43

This is a screen print of the check boxes in Section 2 of the subgrant application on the GMART web page. It contains the following information:

- Button to select to edit contact information
- Button to select to cancel
- Sub-heading titled “Primary Grant Coordinator” with the following fields to complete:
 - First and Last Name, Title, Phone, Extension, Email, and Fax



Appendix (5)

Slide 52

This is a screen print of the Application Status with **Application Status: Submitted**

The COE should adhere to its record retention policies and print this application for record keeping. [Print Submitted Application](#)

Application Submission and Review History:

*** There is no data in this field.

It includes a table with Application Version, Application Status, Date and Time, Name, and Notes

