

2024–25 Comprehensive Support & Improvement Local Educational Agency Subgrant Reporting Webinar

June 24, 2025

School Improvement and Support Office
Student Achievement and Support Division



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



Let's Start With...

- Use the Zoom Q & A feature to ask questions.
- The presentation is located on the [California Department of Education \(CDE\) Every Student Succeeds Act \(ESSA\) School Support Webinar Resources](#) web page.
- Please visit the [Padlet](#) for all referenced Comprehensive Support and Improvement (CSI) resources or scan the QR code.





What We'll Review Today

- **PART I**

Local Educational Agency (LEA) Grant Management Reporting

- **PART II**

Federal Reporting Update!

- **PART III**

Federal Program Monitoring (FPM)



PART I

Grant Management Reporting



Subgrant Reporting Timeline

REPORT NAME	REQUIRED REPORTING DATA	PERFORMANCE PERIOD	REPORTING WINDOW
Report 1	<ul style="list-style-type: none">▪ Closed School Acknowledgement▪ Funding Plan Adjustment▪ New! Types of Strategies▪ Budget Summary▪ Expenditures	March 17, 2025, to June 30, 2025	July 1–31, 2025
Report 2	<ul style="list-style-type: none">▪ CSI Plan Approval/Adoption Dates▪ Expenditures	July 1, 2025, to September 30, 2025	October 1–31, 2025
Report 3	Expenditures	October 1, 2025, to January 31, 2026	February 1–28, 2026
Report 4	Expenditures	February 1, 2026, to June 30, 2026	July 1–31, 2026
Final Report & Subgrant Evaluation	<ul style="list-style-type: none">▪ Final Expenditures/Closeout Report▪ Subgrant Performance Report	July 1, 2026, to September 30, 2026	October 1–31, 2026



Where Will LEAs Report?

- LEAs will submit all required reports in the Grant Management and Reporting Tool (GMART).
- Please access the [GMART](#) on the CDE web page.



Select the ESSA CSI LEA Subgrant

Performance Period: March 1 & 17, 2025, to June 30, 2025

All Grant Management Reports Due: July 31, 2025

Fiscal Year Subgrant	Required Submissions
2024–25 (New) (March 17, 2025, to September 30, 2026)	Grant Management Report 1: Edit
2023–24 (March 18, 2024, to September 30, 2025)	Grant Management Report 4: Edit Federal Report 1: Completed



Report 1 Requirements

Report 1 includes the following sections:

- LEA Allocation Amount
- Funding Plan and Justification
- **NEW!!** Federal Reporting
- Budget Summary and Narrative
- Expenditure Report



LEA Allocation Table

LEA NAME	PRELIMINARY LEA ALLOCATION (January 2025)	FINAL LEA ALLOCATION (April/May 2025)
Sample Unified	\$200,000	\$300,000

- Final allocation amounts are located on the [CDE CSI LEA Fiscal Information](#) web page.



Report 1: Funding Plan

LEA & SCHOOL NAME	PRELIMINARY FUNDING PLAN (CLOSED)	FINAL FUNDING PLAN (EDIT)
Sample Unified	\$100,000	\$100,000
School A	\$100,000	\$200,000
Total Distributed	\$200,000	\$300,000



Report 1: Funding Plan Justification

In the textbox under the Funding Plan table, the LEA must provide a justification for all Funding Plan changes.

Justification for Funding Plan Changes

Example: School A's allocation increased by \$100,000 to account for the increase in the LEA's Final Allocation Amount.



Report 1: Budget Summary Table

OBJECT CODE	BUDGET AMOUNT	BUDGET DETAIL	PERCENT OF TOTAL BUDGET
1000-1999 Certificated Personnel Salaries	[<i>LEA to enter amount</i>]	<p>[<i>Select all that apply</i>]</p> <ul style="list-style-type: none">• Capacity building• Collaborating with educational partners• Needs assessment/root cause analysis• Selecting and implementing evidence-based interventions/strategies/activities• Monitoring and evaluating improvement efforts• Other CSI activities	%



Report 1: Budget Summary Narrative

Part 1: Narrative Text Box

Describe how the costs directly support implementation of the evidence-based interventions, strategies, activities, and reason/s/ for identification.

Part 2: Major Object Codes

Explain/Describe how the costs associated with **each major Object Code** and Project Activity relate to the development and implementation of the CSI Plan.

Part 2: Continued

1000-1999:	<input type="text"/>
2000-2999:	<input type="text"/>
3000-3999:	<input type="text"/>
4000-4999:	<input type="text"/>
5000-5999:	<input type="text"/>
5100:	<input type="text"/>
6400-6500:	<input type="text"/>
6700:	<input type="text"/>



Tips for Writing a High-Quality Narrative (1)

To be an allowable expenditure, it must...

- Be an allowable use of federal funds that aligns with the [Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#) within the *Code of Federal Regulations (CFR)* and any other applicable federal requirements.
- Align with the scope and intent of the CSI program.
- Be reasonable, necessary, and allocable for the administration of the subgrant.
- Align with the CSI plan.
- Support the implementation of the evidence-based interventions (EBIs)/strategies/activities.
- Target the school's reason for CSI eligibility.



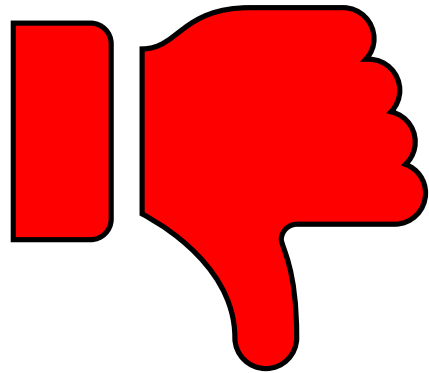
Tips for Writing a High-Quality Narrative (2)



- Be sure to respond to all parts of the prompts.
- Discuss how funds target CSI eligibility and address the outcomes of the needs assessment.
- Be sure that only schools eligible for CSI are receiving support using CSI funds.
 - Funds held at the district level **cannot** be used for district-wide activities that would support non-CSI eligible schools.



Tips for Writing a High-Quality Narrative (3)



- **Stay away** from broad, non-descriptive terms like:
 - Materials
 - Supplies
 - Equipment

- Other terms that will **increase the likelihood of a revision** are:
 - Field trips
 - Incentives
 - Food/Meals/Refreshments
 - Furniture/Seating
 - Clubs



Tips for Writing a High-Quality Narrative (4)

Field Trips: Logistical Information

- Location
- Date
- Duration/Length of trip
- Attendees (Students, Staff, Grades, etc.)
- Mode of transportation
- ALL associated costs

Overnight field trips will not be approved.



Tips for Writing a High-Quality Narrative (5)

Field Trips: Programmatic Information

- Purpose
- How is the trip **reasonable, necessary, and allocable**?
- What need/s/ will this trip address as indicated in the needs assessment?
- How is the trip related to the school's reason/s/ for CSI eligibility?
- How will the trip improve student graduation rates or state indicator performance as it relates to CSI?
- How would student performance be measured as a result of attending the field trip?

Overnight field trips will not be approved.



Report 1: General Budgeting Tips

- The Budget Summary must follow and align with the EBIs that are outlined in the LEA's CSI Plan.
- If budgeting for a similar item/service that was previously purchased, use those actual expenditures to inform Budget Summary projections.
- Be intentional and focused on leveraging CSI funding to directly support and improve student outcomes.



Report 1: Expenditure Reporting (1)

OBJECT CODE	EXPENDITURE AMOUNT	PERCENT OF TOTAL BUDGET
1000-1999 Certificated Personnel Salaries	[<i>LEA to enter amount</i>]	%



Report 1: Expenditure Reporting (2)

Indirect Costs

Description	Report 1 Expenditures	Total Maximum Allowable Indirect Costs
Maximum Allowable Indirect Costs	Automatically Calculated	Automatically Calculated

Balance

Final Allocation	Total Expenditures To-Date	Cash Balance
Sample Unified	Automatically Calculated	Automatically Calculated



Report 2 Requirements

CSI Plan Approval/Adoption Dates

- Type of CSI Plan: School Plan for Student Achievement, Local Control and Accountability Plan, or Other
- Date of Plan Approval/Adoption or Scheduled Approval/Adoption date by the School ***and*** LEA

Expenditures

- Expenditures (July 1, 2025, to September 30, 2025)



Reports 3, 4, & Final

- **Report 3:** Expenditures (October 1, 2025, to January 31, 2026)
- **Report 4:** Expenditures (February 1, 2026, to June 30, 2026)
- **Final:** Expenditures (July 1, 2026, to September 30, 2026)



Final Report

- **Review LEA Allocation**
- **Enter Final Expenditures and Review Closeout Report**
 - Closeout Report – Remaining Unspent Funds
 - Indirect Costs
- **Complete and Submit the Subgrant Performance Report**



Subgrant Evaluation

Prompt 1: Describe the LEA's vision for using CSI funds to improve school and student outcomes in schools identified for CSI.

Prompt 2: Describe the evidence-based strategies that improved school and student outcomes.

Prompt 3: Describe the challenges the LEA faced, the problems that were overcome, and key lessons learned. What changes were made as a result of this information in order to improve school and student outcomes?

Prompt 4: Describe how the LEA will sustain improvements made.



Apportionments

FIRST APPORTIONMENT	REPORTS 1 through FINAL
25 percent of the LEA's Final Allocation	Claimed expenditures less prior payment

The CDE will apportion funds approximately **12–16 weeks** after a reporting period has ended.



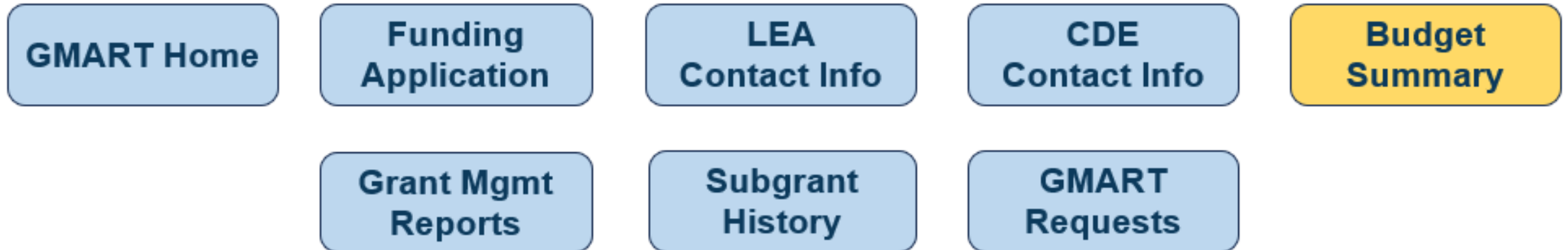
Questions?





Submitting a Budget Revision (1)

The **Budget Summary** tab will be available once Report 1 has been approved.



Reference [Appendix 1](#) for long descriptive text.



Submitting a Budget Revision (2)

Budget Summary

Object Code	Last Approved Budget	Last Approved Budget Detail	Revised Budget Amount	Revised Budget Detail	Revision Justification	Percent of Total Budget
1000–1999 Certificated Personnel Salaries	\$10,000.00	Carried over from Last Approved Budget Detail (Auto-populated)	[LEA to enter]	[LEA to select all that apply]: <ul style="list-style-type: none">• Capacity building• Stakeholder engagement• Needs assessment/root cause analysis• Selecting and implementing evidence-based interventions/strategies/activities• Monitoring and evaluating improvement efforts• Reviewing/identifying and addressing, through implementation of the CSI plan, resource inequities, which may include a review of LEA- and school-level budgeting	[LEA to enter Revision Justification] The LEA must provide a detailed justification for the increase or decrease from the last approved budget amount that details why the change is occurring.	(Auto-populated)

Reference [Appendix 2](#) for long descriptive text.



Submitting a Budget Revision (3)

Part 1: Narrative Text Box

LEAs will have the opportunity to keep or revise its Budget Summary Narrative.

Unchanged or Revision Needed

Part 2: Major Object Codes

LEAs must revise the description of any major object codes where the LEA has allocated funds or revised budgeted amounts.

Part 2: Continued

1000-1999:

2000-2999:

3000-3999:



Budget Summary FAQ #1

When must an LEA submit Budget Summary revision?

A revision is required when a change to a budgeted amount **exceeds a 10 percent** threshold.



Budget Summary Revision Examples

Approved
Budgeted
Amount
\$50,000



New
Budgeted
Amount
\$35,000



Budget Summary
Revision
REQUIRED

Approved
Budgeted
Amount
\$11,000



New
Budgeted
Amount
\$11,850



Budget Summary
Revision
NOT REQUIRED



Budget Summary FAQ #2

Is a revision required if an LEA makes a change to its Funding Plan?

Not necessarily.

The Funding Plan captures how the LEA intends to distribute its allocation between the district and/or school, whereas the Budget Summary captures how the LEA intends to expend its allocation across Object Codes.



Budget Summary FAQ #3

Must a budget revision be approved by the CDE before an LEA can submit a Grant Management Report?

Yes. An LEA must have an approved Budget Summary **prior** to making expenditures that exceed 10 percent of budgeted amounts.

If expenditures exceed the 10 percent threshold, an error message will appear, and the LEA must resolve the error to move forward.





Budget Summary FAQ #4

If the LEA requests to revise its Budget Summary, must it also revise its Budget Summary Narrative?

Depending on changes to the Budget Summary, an LEA may also need to revise its Budget Summary Narrative.



Capital Outlay Overview

- LEAs may claim Capital Outlay expenditures (CapEx) for the following Object Codes:
 - *6400-Equipment (computer systems only)*
 - *6500-Equipment Replacement (computer systems only)*
- CapEx for CSI has a **very narrow focus**. No other Equipment/Equipment Replacement expenditures may be claimed within the 6000 Object Code series.
- **Note:** Subscription Assets (6700) are not claimed as a capital expenditures.



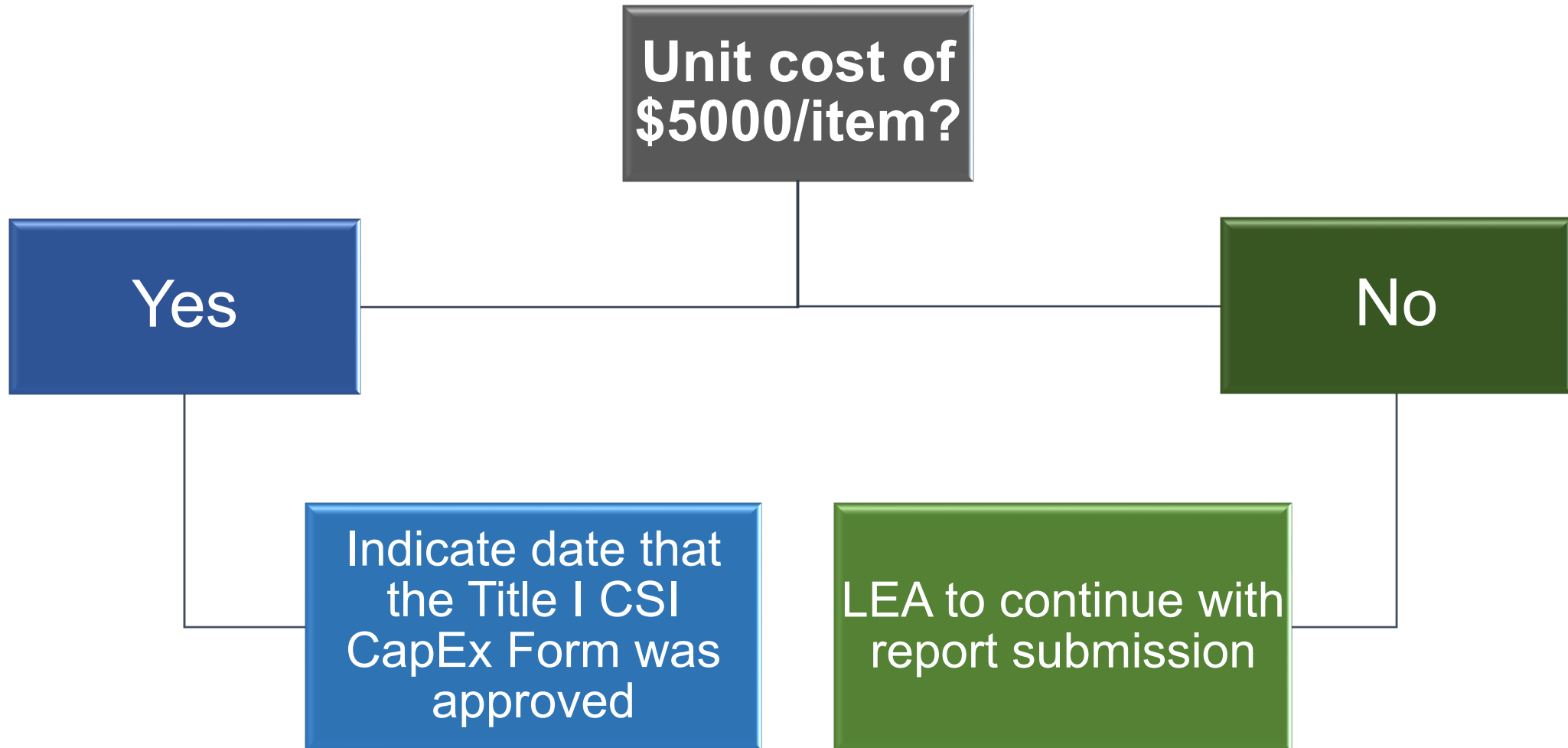
Capital Outlay – Reporting in GMART (1)

If reported expenditures in Object Code 6400–6500 total \$5,000 or more, the GMART will require a response to the following prompt:

- ***Does this expenditure include an item with a unit cost of more than \$5,000?***



Capital Outlay – Reporting in GMART (1)





Capital Outlay – Obtaining Approval (1)

- Subgrantees must obtain prior written approval from its awarding agency **prior to incurring the cost** of a capital expenditure.
- Only items with a **unit cost of \$5,000 or more** will require prior written approval from the CDE.



Capital Outlay – Obtaining Approval (2)

Title I CSI Capital Outlay Expenditures Request Form

The form is located on the [CDE ESSA CSI LEA Authorized Use of Funds](#) web page and is specific to the CSI program.

NOTE: The **Title I CSI form is separate** from the forms that are used for the Title I, Part A and Part D programs. For more information, visit the [CDE Title I Capital Expenditures](#) web page.



Capital Outlay – Obtaining Approval (3)

Title I CSI Capital Outlay Expenditures Request Form

The LEA will provide:

- Contact information and
- Responses to six prompts



When Can I Revise The...

- **Budget Summary and Narrative**
 - After Report 1 has been submitted and approved.
- **Funding Plan**
 - Anytime during the subgrant.
 - Use the *Remarks* textbox to document changes.
- **Expenditure Report**
 - Anytime during the subgrant.
 - Use the Remarks textbox to document changes.



Reporting Tips (1)

1. If there are **no expenditures**, enter **\$0** in each object code and then submit the report.
2. When entering expenditure data, be aware that **only numbers** are allowed.
 - No decimals
 - No commas
 - No dollar signs



Reporting Tips (2)

3. If a CSI-eligible school closes anytime throughout the subgrant, the LEA must communicate this information through the ***Submit a Request*** tab in the GMART.
4. If an LEA needs to view information on two separate GMART pages at the same time, the LEA should open the second page in a different browser instead of opening a new tab.

See the [CDE ESSA CSI LEA Subgrant Closeout](#) web page for more information.



Closeout Pointers (1)

- If the LEA has a **\$0 (zero)** cash balance, the GMART will prompt the LEA to closeout its subgrant.
- If the LEA has a **\$25 cash balance or less**, the GMART will ask the LEA if it would like to:
 - Continue expending its CSI LEA subgrant, or
 - Proceed to closing out its CSI LEA subgrant
- However, if the LEA has **more than a \$25 cash balance**, closeout can also be requested at anytime.



Closeout Pointers (2)

- **NEW!!** If an LEA has a cash balance of **\$5000 or more** at closeout, it must indicate the reason/s/ for not expending its full allocation:
 - Programmatic Challenges
 - Administrative & Operational Barriers
 - External Factors
 - Budgetary Factors
 - Compliance Challenges
 - Other Funding Strategy



Closeout Pointers (3)

Encumbrance vs. Legal Obligation

- LEAs may claim certain qualifying legal obligations incurred by the end of the subgrant period, even though the goods or services will not be received until after the subgrant period ends.
- Refer to Procedure 765 in the California School Accounting Manual for guidance on determining if an expenditure meets the threshold for a legal obligation.
- Funds **must be liquidated within 90 days** of the subgrant end date pursuant to Title 2, *CFR*, Part 200.344.



Submitting a GMART Request

Select the **GMART Requests** tab from the menu bar, then choose the option that best fits the LEA's need:

- Open a previously approved Grant Management Report
 - Revision to funding plan and/or expenditures for active subgrants
 - Revision due to FPM findings
- Communicate the closure of a CSI-eligible school
- Submit an inquiry/email or arrange a phone call with CDE staff



Thoughts?





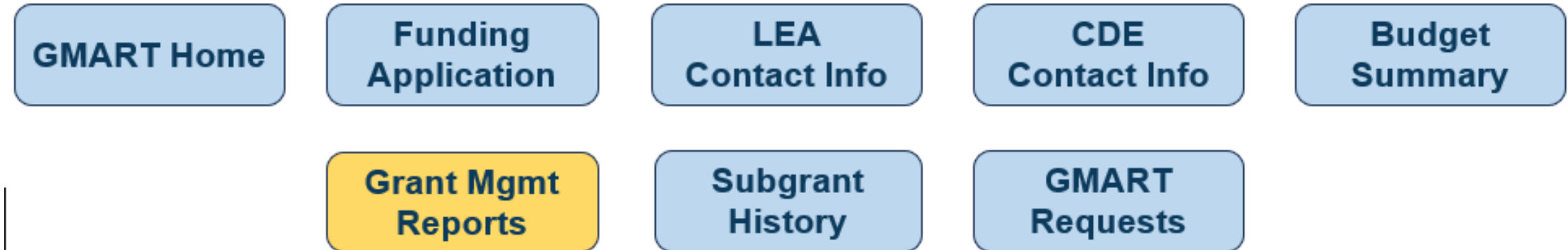
PART II

Federal Reporting Update



NEW! Changes for 2024–25 Federal Reporting

- Beginning with the 2024–25 CSI LEA Subgrant, Federal Reporting will be integrated within the Grant Management Reports tab.



- Collection of required federal data will be streamlined to **reduce** the administrative burden for LEAs.

Reference [Appendix 3](#) for long descriptive text.



Federal Reporting Requirements

ESSA, Section 1003(i):

- The State shall include in the report described in Section 1111(h)(1), a list of all the LEAs and schools that received funds under this section, including:
 - **the amount of funds each school received** (Funding Plan), and
 - **the types of strategies implemented** in each school with such funds (Types of Strategies Table).



NEW! Types of Strategies

SCHOOL NAME/ FUNDING PLAN AMOUNT	CAPACITY BUILDING	COLLABORATION WITH EDUCATIONAL PARTNERS	NEEDS ASSESSMENT / ROOT CAUSE ANALYSIS	EVIDENCE-BASED INTERVENTIONS (EBIs)	MONITORING & EVALUATION	REVIEWING & ADDRESSING RESOURCE INEQUITIES
Sample Middle School \$472,000	PD/Training for: <ul style="list-style-type: none"> ▪ Certificated Staff ▪ Classified Staff ▪ Parents/Ed Partners ▪ Other 	<ul style="list-style-type: none"> ▪ Parents/Guardians ▪ Students ▪ Certificated Staff ▪ Classified Staff ▪ LEA Staff ▪ COE Staff ▪ Community Organizations ▪ Contractors / Vendors ▪ Other 	<ul style="list-style-type: none"> ▪ Conducting a Needs Assessment ▪ Root Cause Analysis 	<ul style="list-style-type: none"> ▪ Academic-related (Supplemental academic staff, expanded learning time, etc.) ▪ Mental Health-related (Supplemental Counselors, Mental Health Supports/Training, etc.) ▪ Behavioral-related (Socio-emotional Learning, etc.) ▪ High-quality Supplemental Curriculum and/or Instructional Materials ▪ Other 	<ul style="list-style-type: none"> ▪ Defining and Setting Key Indicators and Objectives ▪ Collecting, Monitoring, and Analyzing Data ▪ Evaluating Program Effectiveness 	<ul style="list-style-type: none"> ▪ Funding Disparities ▪ Principal/Educator Preparation, Retention, Quality, and/or Distribution ▪ Disciplinary Practices ▪ Curriculum Access and Rigor ▪ Access to Technology ▪ Educational Support Services: (Academic / Counseling & Mental Health / Career & College Readiness / Family & Community Engagement, etc.) ▪ Other



Reflections?





PART III

Federal Program Monitoring



Title I: School Support and Improvement Reviews

For LEAs participating in the FPM process for Compensatory Education, your review will include a separate monitoring instrument for [School Support and Improvement \(SSI\)](#) if your LEA has schools that were identified for school support and improvement, including schools identified for CSI.



CSI Expenditure Evidence

- GMART Reports
- General ledger for CSI expenditures (resource code 3182)
- School improvement plan
- Position control report for staff funded in whole or in part with CSI funds
- Duty statements for staff funded in whole or in part with CSI funds
- Time and effort records



How are CSI Expenditures Reviewed?

FPM Reviewers are looking for alignment between:

- GMART Budget Summaries and Narratives
- Reported expenditures in the GMART
- CSI plans
- General ledger of CSI expenditures



SSI Review Tips

- If a change has been made to planned expenditures using CSI funds, ensure GMART reporting is updated accordingly.
- Review documentation prior to the FPM to allow time to make any needed corrections before the review.
- Reach out to reviewers with questions.



Title II and CSI

The LEA **shall prioritize** funds to schools served by the agency that are implementing CSI activities and Targeted Support and Improvement (TSI) activities and have the highest percentage of children counted under Title I, Part A.

20 United States Code (U.S.C.) Section 6612[b][2][C]



Title II – Supporting Effective Instruction

- Increasing student achievement consistent with the challenging state academic standards.
- Improving the quality and effectiveness of teachers, principals, and other school leaders.
- Increasing the number of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools.
- Providing low-income and minority students greater access to effective teachers, principals, and other school leaders.

20 U.S.C. Section 6601



Title II: Federal Addendum (1)

Title II Prioritizing Funding provision requirements of the Local Control and Accountability Plan (LCAP) Federal Addendum:

1. Describe the LEA's process for determining Title II, Part A funding among the schools it serves.
2. Describe how the LEA determines funding that prioritizes CSI and TSI schools and schools serving the highest percentage of children counted under Section 1124(c).
3. Describe how CSI and TSI schools and schools that have the highest percentage of children counted under Section 1124(c) that the LEA serves receive priority in Title II funding decisions compared to other schools the LEA serves.



Title II: Federal Addendum (2)

QUESTION

Do we need to submit our revised LCAP Federal Addendum to the CDE for approval?

ANSWER

No, if your LCAP Federal Addendum was previously approved by the CDE and the State Board of Education, LEAs do not need to submit their revised LCAP Federal Addendum. However, LEAs must keep records of their review and revision of their LCAP Federal Addendum as evidence during an FPM review. The local board should also approve the revised LCAP Federal Addendum.





Final Thoughts?



2024–25 CSI LEA Planning & Reporting Timeline



CALIFORNIA DEPARTMENT OF EDUCATION 2024-25 COMPREHENSIVE SUPPORT AND IMPROVEMENT LOCAL EDUCATIONAL AGENCY SUBGRANT TIMELINE

FISCAL YEAR / SCHOOL YEAR	2024-25				2025-26												2026-27				
MONTH/YEAR	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	
CSI PLAN DEVELOPMENT & IMPLEMENTATION	CSI Plan Development				CSI Plan Implementation												Prepare for Closeout				
PERFORMANCE PERIOD (PP)	PP 1 March-June				PP 2 July-Sept			PP 3 Oct-Jan 2025				PP 4 Feb-June				Final PP 5 July-Sept					
REPORTING WINDOW					Rpt 1			Rpt 2				Rpt 3					Rpt 4			Final Rpt	

Reference [Appendix 4](#) for long descriptive text.



Resources

All resources referenced in the presentation are available on the [Padlet](#).





Have Reporting Questions?



**Submit a GMART
Request.**



Email us at
SISO@cde.ca.gov
TIMSO@cde.ca.gov
TitleI@cde.ca.gov



Call us at
(916) 319-0833.



Appendix 1: Long Descriptive Text for Slide 28

Return to [Slide 28](#) Title: Submitting a Budget Revision (1)

Two rows that display GMART menu tabs:

Row 1: GMART Home; Funding Application; LEA Contact Info; CDE Contact Info; Budget Summary (with an orange background to highlight the Tab being discussed.)

Row 2: Grant Management Reports; Subgrant Overview; GMART Requests



Appendix 2: Long Descriptive Text for Slide 29 (1)

Return to [Slide 29](#) Title: Submitting a Budget Revision (2)

Budget Summary Table

Column 1 heading: Object Code

Column 1 Content: 1000-1999 Certificated Personnel Salaries

Column 2 Heading: Last approved Budget

Column 2 Content: \$10,000



Appendix 2: Long Descriptive Text for Slide 29 (2)

Continued from previous slide

Return to [Slide 29](#) Title: Submitting a Budget Revision (2)

A red circle is around columns three, four, and five.

Column 3 Heading: Last Approved Budget Detail

Column 3 Content: Carried over from Last Approved Budget Detail (Auto-populated)

Column 4 Heading: Revised Budget Amount

Column 4 Content: [LEA to enter]

Column 5 Heading: Revised Budget Detail

Column 5 Content: [LEA to select all that apply]



Appendix 2: Long Descriptive Text for Slide 29 (3)

Continued from previous slide

Return to [Slide 29](#) Title: Submitting a Budget Revision (2)

Column 5 Content: Capacity building; Stakeholder engagement; Needs assessment/root cause analysis; Selecting and implementing evidence-based interventions/strategies/activities; Monitoring and evaluating improvement efforts; Reviewing/identifying and addressing, through the implementation of the CSI Plan, resource inequities, which may include a review of LEA-and school-level budgeting.



Appendix 2: Long Descriptive Text for Slide 29 (4)

Continued from previous slide

Return to [Slide 29](#) Title: Submitting a Budget Revision (2)

Column 6 Heading: Revision Justification

Column 6 Content: [LEA to enter Revision Justification] The LEA must provide a detailed justification for the increase or decrease from the last approved budget amount that details why the change is occurring.

Column 7 Heading: Percent of Total Budget

Column 7 Content: [Auto-populated]



Appendix 3: Long Descriptive Text for Slide 51

Return to [Slide 51](#) Title: Submitting a Budget Revision (1)

Two rows that display GMART menu tabs:

Row 1: GMART Home; Funding Application; LEA Contact Info; CDE Contact Info; Budget Summary.

Row 2: Grant Management Reports (with an orange background to highlight the Tab being discussed); Subgrant Overview; GMART Requests.



Appendix 4: Long Descriptive Text for Slide 65 (1)

Return to [Slide 65](#) Title: 2024–25 CSI LEA Planning & Reporting Timeline

The image is a colorful timeline chart for the fiscal year (FY) 2024–25 Comprehensive Support and Improvement (CSI) Local Educational Agency (LEA) Subgrant. The text “CALIFORNIA DEPARTMENT OF EDUCATION 2024–25 COMPREHENSIVE SUPPORT AND IMPROVEMENT LOCAL EDUCATIONAL AGENCY SUBGRANT TIMELINE” is present at the top of the image and the California Department of Education seal is on the top left corner.



Appendix 4: Long Descriptive Text for Slide 65 (2)

Continued from previous slide

Return to [Slide 65](#) Title: 2024–25 CSI LEA Planning & Reporting Timeline

The timeline spans FYs 2024–25, 2025–26, and 2026–27, represented by blue, orange, and green bars, respectively. Below these bars is a monthly/yearly calendar marked with letters representing each month from March 2025 to October 2026, spanning across the three FYs. Since the FY 2024–25 CSI LEA Subgrant ends in September 2026, the month of October 2026 is represented by a red bar, indicating this period is outside the project period.



Appendix 4: Long Descriptive Text for Slide 65 (3)

Continued from previous slide

Return to [Slide 65](#) Title: 2024–25 CSI LEA Planning & Reporting Timeline

The timeline is divided into sections for “CSI Plan Development & Implementation” and “Performance Period (PP)” with specific months allocated for each period. The “Reporting Window” section indicates when reports are due during these periods.

CSI Plan Development & Implementation section

CSI plan development should take place during FY 2024–25 (March to June 2025); however, some LEAs may finish their planning early while others need more time. The timeline colors of blue and orange overlap and blend for the months of April 2025 through September 2025 to show this flexibility.



Appendix 4: Long Descriptive Text for Slide 65 (4)

Continued from previous slide

Return to [Slide 65](#) Title: 2024–25 CSI LEA Planning & Reporting Timeline

CSI Plan Implementation typically begins in FY 2025–26 (July 2025 to June 2026); however, some LEAs may still be in the plan development phase as was described on the previous slide.

LEAs should begin to prepare for closeout during FY 2026–27 (July 2026 to September 2026); however, some LEAs may close out early. The timeline colors of orange and green overlap and blend for the months of March 2026 to August 2026.



Appendix 4: Long Descriptive Text for Slide 65 (5)

Continued from previous slide

Return to [Slide 65](#) Title: 2024–25 CSI LEA Planning & Reporting Timeline
Performance Period (PP) section

PP 1 occurs in FY 2024–25, spanning from March to June 2025.

FY 2025–26 has three performance periods: PP 2 spans July to September 2025, PP 3 spans October 2025 to January 2026, and PP 4 spans February to June 2026.

The Final PP 5 takes place in FY 2026–27 from July to September 2026.



Appendix 4: Long Descriptive Text for Slide 65 (6)

Continued from previous slide

Return to [Slide 65](#) Title: 2024–25 CSI LEA Planning & Reporting Timeline

Reporting Window section

Three reports are due in FY 2025–26: Report 1 is due in July 2025 and covers PP 1. Report 2 is due in October 2025 and covers PP 2. Report 3 is due in February 2026 and covers PP 3.

In FY 2026–27, Report 4 is due in July 2026 and covers PP 4.

The Final Report (closeout) is due in October 2026 and covers PP 5. The Final Report is denoted with a red bar to indicate it occurs in the month of October 2026, which is outside of the project period.