

**Fiscal Year 2019  
Comprehensive Support and Improvement  
Funds Update for  
Local Educational Agencies  
September 24, 2021**



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State Superintendent of  
Public Instruction

California Department of Education  
School Improvement and Support Office  
Student Achievement and Support Division

# Housekeeping

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- ❖ Please use the Zoom Q & A feature to post any questions you may have.
- ❖ A PDF of today's presentation is located on the CDE CSI Webinars web page at <https://www.cde.ca.gov/sp/sw/t1/csiwebinars.asp>.
- ❖ School Improvement and Support Office can be reached at [SISO@cde.ca.gov](mailto:SISO@cde.ca.gov).

# Acronyms and Initialisms

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**CDE**—California  
Department of Education

**CSI**—Comprehensive  
Support and  
Improvement

**ESSA**—Every Student  
Succeeds Act

**FY**—Fiscal Year

**GEPA**—General Education  
Provisions Act

**GMART**—Grant  
Management and Reporting  
Tool

**LEA**—Local Educational  
Agency



# Agenda

- ❖ GEPA Waiver Overview
- ❖ FY 2019 CSI LEA Subgrant
  - Reporting
  - GMART Updates
  - Frequently Asked Questions
- ❖ Federal Reporting
- ❖ Questions





# **GEPA Waiver Overview**

# Overview of GEPA Waiver (1)

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- ❖ On September 10, 2021, the United States Department of Education approved California's Waiver of Section 421(b) of the GEPA, which extends the period of availability of **FY 2019 funds** for programs in which the State Educational Agency participates under its approved consolidated State plan until **September 30, 2022**.

## Overview of GEPA Waiver (2)

- ❖ GEPA waiver is a timeline waiver
- ❖ FY 2019 CSI funds **are included** in this waiver
- ❖ To view a copy of the CDE's approved waiver, please visit the CDE ESSA web page at <https://www.cde.ca.gov/re/es/>.



# Impact of Waiver on FY 2019 CSI Funds

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**WHO:** LEAs with schools identified for CSI on the 2019 California School Dashboard, that applied for and accepted FY 2019 CSI funds, and are implementing CSI Plans that were developed for implementation in the 2020–21 school year.

**WHAT:** Period of availability of FY 2019 CSI funds are extended an additional 12 months

❖ Original FY 2019 subgrant end date: September 30, 2021

❖ **Revised** FY 2019 subgrant end date: **September 30, 2022**





# **FY 2019 CSI LEA Subgrant**

# Original FY 2019 Subgrant Reporting Dates

Report Name	Reporting Data	Performance Period	Reporting Window
Report 1	<ul style="list-style-type: none"> <li>▪ Funding Plan Adjustment</li> <li>▪ Budget Summary</li> <li>▪ Expenditures</li> </ul>	March 25, 2020, to September 30, 2020	<b>Report Open:</b> October 1, 2020 <b>Report Due:</b> October 31, 2020
Report 2	<ul style="list-style-type: none"> <li>▪ CSI Plan Approval/Adoption Dates</li> <li>▪ Expenditures</li> </ul>	October 1, 2020, to January 31, 2021	<b>Report Open:</b> February 1, 2021 <b>Report Due:</b> February 28, 2021
Report 3	<ul style="list-style-type: none"> <li>▪ Expenditures</li> </ul>	February 1, 2021, to June 30, 2021	<b>Report Open:</b> July 1, 2021 <b>Report Due:</b> July 31, 2021
Report 4 (formerly Final)	<ul style="list-style-type: none"> <li>▪ Expenditures</li> <li>▪ Federal Report</li> </ul>	July 1, 2021, to September 30, 2021	<b>Report Open:</b> October 1, 2021 <b>Report Due:</b> October 31, 2021

# Additional FY 2019 Subgrant Reporting Dates

Report Name	Reporting Data	Performance Period	Reporting Window
Report 5	<ul style="list-style-type: none"> <li>Expenditures</li> </ul>	October 1, 2021, to January 31, 2022	<b>Report Open:</b> February 1, 2022 <b>Report Due:</b> February 28, 2022
Report 6	<ul style="list-style-type: none"> <li>Expenditures</li> </ul>	February 1, 2022, to June 30, 2022	<b>Report Open:</b> July 1, 2022 <b>Report Due:</b> July 31, 2022
Final Report and Grant Evaluation	<ul style="list-style-type: none"> <li>Final Expenditures and Closeout Report</li> <li>Grant Performance Report</li> <li>Federal Report</li> </ul>	July 1, 2022, to <b>September 30, 2022</b> ( <i>Subgrant end date</i> )	<b>Report Open:</b> October 1, 2022 <b>Report Due:</b> October 31, 2022



# FY 2019 GMART Update: Budget Revisions (1)

An LEA will be able to utilize the GMART to submit FY 2019 Budget Summary revisions by selecting the new “**Budget Summary**” tab.

## Grant Management and Reporting Tool (GMART)

[GMART Home](#)

[Funding Application](#)

[LEA Contact Info](#)

[CDE Contact Info](#)

[Budget Summary](#)

[Grant Mgmt Reports](#)

[Federal Reports](#)

[Submission History](#)

[Logoff](#)

Refer to slides 42–43 for alternative text version.

# FY 2019 GMART Update: Budget Revisions (2)

**Budget Summary Table**

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]	<p><b>[LEA to select all that apply]:</b></p> <ul style="list-style-type: none"> <li>• Capacity building</li> <li>• Stakeholder engagement</li> <li>• Needs assessment/root cause analysis</li> <li>• Selecting and implementing evidence-based interventions/strategies/activities</li> <li>• Monitoring and evaluating improvement efforts</li> <li>• Reviewing/identifying and addressing, through implementation of the CSI plan, resource inequities, which may include a review of LEA- and school-level budgeting</li> </ul>	<p><b>[LEA to enter Revision Justification]</b></p> <p>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.</p>	(Auto-populated)

Refer to slides 44–47 for alternative text version.

# FY 2019 GMART Update: Budget Revisions (3)

## Last Approved Budget Summary Narrative

This textbox will display the LEA's last approved Budget Summary Narrative.

## Revised Budget Summary Narrative

Explain how the revised budgeted amounts associated with each major object code and project activity relate to the development and implementation of the CSI plan/s/, including how the costs directly support implementation of evidence-based interventions/strategies/activities and reason/s/ for identification.

**[LEA will revise/update their Budget Summary Narrative as it relates to their Revised Budget Summary.]**

Refer to slides 48–49 for alternative text version.



# GMART Updates: Budget FAQ #1 (1)

**Question:** When must an LEA submit a Budget Summary revision?

**Answer:** A Budget Summary revision will be required when an LEA determines that a change to a budgeted amount in a given object code exceeds the 10 percent threshold.

The CDE is aware that budgets may change, but the LEA should take proper steps to ensure that budgeted amounts are aligned with the evidence-based interventions/strategies/activities as indicated in the LEA's approved CSI Plan/s/.

# GMART Updates: Budget FAQ #1 (2)

## Example 1: Budget Summary Revision Required

Approved budgeted amount for Object Codes 5000–5999 was \$30,000. The LEA underestimated the cost of a particular service and determined the revised budget amount should be \$40,000, an increase of \$10,000.

In this example, the LEA **would be required** to submit a Budget Summary revision, as the revised amount exceeds 10 percent of the previously approved budgeted amount.

*10 percent of \$30,000 is \$3,000. A budget increase above \$3,000, **will require** a Budget Summary revision.*

# GMART Updates: Budget FAQ #1 (3)

## Example 2: Budget Summary Revision Not Required

Approved budgeted amount for Object Codes 4000–4999 was \$10,000. The LEA underestimated the cost of books and supplies and determined the revised budget amount should be \$10,500, an increase of \$500.

In this case, the LEA **would not be required** to submit a Budget Summary revision, as the revised amount does not exceed 10 percent of the previously approved budgeted amount.



# GMART Updates: Budget FAQ #2

**Question:** Is a Budget Summary revision required if an LEA makes a change to its Funding Plan?

**Answer:** 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. If the Funding Plan alters how the LEA plans to expend its allocation, then a Budget Summary revision *may* be needed.

# GMART Updates: Budget FAQ #3

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**Question:** Must a Budget Summary revision be approved by the CDE before the LEA can submit a Grant Management Report?

**Answer:** An LEA must have an approved Budget Summary **prior** to making expenditures that are beyond budgeted amounts. If submitted expenditures exceed budgeted amounts, the GMART will display an error message indicating such and the LEA must resolve the error in order to move forward.

# GMART Updates: Budget FAQ #4

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**Question:** If an LEA requests to revise its Budget Summary, must it also revise its Budget Summary Narrative?

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

For example, moving a significant amount of funding from one object code series to another object code series, would require the Budget Summary Narrative to be revised in at least the two object code series in which the change occurred.



# FY 2019 GMART Update: Indirect Cost (1)

- ❖ Indirect Cost Rate (ICR) maximums **are not** coded into the Budget Summary Table.  
<https://www.cde.ca.gov/fg/ac/ic/>
- ❖ ICR maximums **are coded** into the Expenditure Table. LEAs may only claim indirect costs based on **actual expenditures** (minus excluded costs from Object Codes 5100).



# FY 2019 GMART Update: Indirect Cost (2)

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- ❖ Indirect costs are part of the LEA's Final Allocation amount.
- ❖ The amount of indirect costs that an LEA can claim are determined by the ICR of a given fiscal year in which the expenditure occurred.  
<https://www.cde.ca.gov/fg/ac/ic/>

# FY 2019 GMART Update: Indirect Cost Resources

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***California School Accounting Manual, Procedure 915***

<https://www.cde.ca.gov/fg/ac/sa/>

**ICR**

<https://www.cde.ca.gov/fg/ac/ic/>

**Frequently Asked Questions**

<https://www.cde.ca.gov/fg/ac/ic/icrfaq.asp>

# Are FY 2019 CSI funds still available to LEAs?

- ❖ Provided an LEA has not already closed out its FY 2019 CSI LEA subgrant, FY 2019 CSI funds are still available for LEAs under the waiver of Section 421(b) of the GEPA until **September 30, 2022**.
- ❖ Any LEA with an approved 2019–20 ESSA CSI LEA Application for Funding, that has not already closed out its subgrant, will continue to receive distributions of its FY 2019 allocation through **September 30, 2022**, or until it reports final FY 2019 expenditures.



# Is CSI waived for the 2021–22 school year?

- ❖ No, CSI is not waived for the 2021–22 school year. LEAs are expected to continue with their implementation efforts as outlined in their CSI Plan/s/.
- ❖ Since the waiver of Section 421(b) of the GEPA is a **timeline waiver**, LEAs will have an additional 12 months to expend their FY 2019 CSI funds and continue with implementation of its CSI Plan/s/ until its CSI-eligible school/s/ are no longer eligible for CSI.



# Is reporting required through September 30, 2022?

## Grant Management Reporting

Yes. If an LEA has a cash balance of its FY 2019 CSI funds and has not closed out its subgrant, then it is **required to submit** Grant Management Reports in the GMART up until it has expended all of its FY 2019 CSI funds and has been approved for subgrant closeout.

## Federal Reporting

Additional federal reporting is also required. See slide 37 for information on the revised reporting timeline.

# Can an LEA skip a FY 2019 reporting date? (1)

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## Grant Management Reporting

- ❖ An LEA cannot skip a reporting due date if it has not expended all of its FY 2019 CSI funds and are required to adhere to the FY 2019 CSI subgrant reporting requirements.
- ❖ An LEA must report \$0 in the GMART if it does not have expenditures for a particular reporting period.

# Can an LEA skip a FY 2019 reporting date? (2)

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## Grant Management Reporting cont'd

- ❖ Once an LEA has closed out its FY 2019 CSI subgrant, it is no longer required to submit subsequent Grant Management Reports in the GMART.



# When can an LEA closeout its FY 2019 subgrant?

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- ❖ An LEA must closeout its FY 2019 subgrant once it has expended all of its FY 2019 CSI funds, but no later than September 30, 2022.
- ❖ Or an LEA may request closeout at any time it deems necessary, and does not have to wait until September 30, 2022.



# Must an LEA update its CSI Plan? (1)

- ❖ Regardless of whether or not an LEA has closed out its FY 2019 CSI subgrant, the LEA is required to update its CSI Plan/s/ and provide ongoing support to its CSI-eligible school/s/ until the school/s/ are no longer eligible for CSI.
- ❖ The waiver only extends the timeline for LEAs to expend their FY 2019 CSI funds until September 30, 2022, but it does not waive CSI program implementation requirements for LEAs.

# Must an LEA update its CSI Plan? (2)

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- ❖ Separate from the template that an LEA uses to develop its CSI Plan, CDE guidance has been for CSI Plan development and approval to be conducted prior to the start of the school year so that implementation of the CSI Plan can begin by the first day of the school.

# CSI LEA Funding and CSI Plan Implementation

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Unless an LEA has closed out its FY 2019 and/or FY 2020 CSI subgrant/s/, FY 2019 and FY 2020 CSI funds must be used to support CSI Plan development and implementation in the 2021–22 school year.



# Are there any changes to the use of FY 2019 funds?

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No. The waiver of Section 421(b) of the GEPA only extends the period of availability of FY 2019 CSI funds until September 30, 2022, and does not change the flexibilities or requirements that LEAs have with expending their FY 2019 CSI funds.

More information about the Authorized Use of Funds for CSI LEA subgrants is located at <https://www.cde.ca.gov/sp/sw/t1/csileaauthusefunds.asp>.



# What about FY 2018 and FY 2020 CSI funds?

- ❖ The waiver of Section 421(b) of the GEPA only applies to **FY 2019 CSI funds**.
- ❖ For LEAs that also receive FY 2018 and/or FY 2020 CSI funds, those subgrants will **maintain** their current subgrant end dates.
  - FY 2018 CSI funds – **Ends September 30, 2021**
  - FY 2020 CSI funds – **Ends September 30, 2022**

# Recap: CSI LEA Subgrant Reporting End Dates

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- ❖ FY 2018 CSI funds – **Ends September 30, 2021**
- ❖ FY 2019 CSI funds – **Ends September 30, 2022** (*revised*)
- ❖ FY 2020 CSI funds – **Ends September 30, 2022**



# Federal Reporting



# Revised FY 2019 Federal Reporting Timeline

Report Name	Federal FY Reporting Time Period	Reporting Window	Aligned to Grant Management Reporting Period
Federal Report 1	<b>SY 2019–20</b> <i>(March 25, 2020, to June 30, 2020)</i>	<b>Report Open:</b> October 1, 2020 <b>Report Due:</b> October 31, 2020	1
Federal Report 2	<b>SY 2020–21</b> <i>(July 1, 2020, to June 30, 2021)</i>	<b>Report Open:</b> October 1, 2021 <b>Report Due:</b> October 31, 2021	4
Federal Report 3	<b>SY 2021–22</b> <i>(July 1, 2021, to June 30, 2022)</i>	<b>Report Open:</b> October 1, 2022 <b>Report Due:</b> October 31, 2022	Final Report
Federal Report 4	<b>SY 2022–23 (NEW)</b> <i>(July 1, 2022, to September 30, 2022)</i>	<b>Report Open:</b> February 1, 2023 <b>Report Due:</b> February 28, 2023	N/A

# Can an LEA skip a federal reporting date?

## Federal Reporting

- ❖ LEAs cannot skip a federal reporting due date. LEAs must submit the required federal reporting data in the GMART regardless of whether or not they have closed out their FY 2019 CSI subgrant.
- ❖ Federal reporting is separate from grant management reporting (fiscal) and are completed under different tabs within the GMART.

# Resources (1)

## **CDE ESSA**

<https://www.cde.ca.gov/re/es/>

## **CDE CSI web page – Technical Assistance Tab for FAQs**

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

## **CDE CSI Webinars**

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

## **CDE LCAP**

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



# Resources (2)

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## **CDE CSI LEA Grant Reporting Requirements**

<https://www.cde.ca.gov/sp/sw/t1/csileagrant rpt.asp#fiscal1920>

## **CDE Federal Reporting Timeline for FY 2019 CSI Funds**

<https://www.cde.ca.gov/sp/sw/t1/gmartinstructions.asp#fedrep19>

## **CDE CSI LEA Authorized Use of Funds**

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

## **CDE Continuous Improvement**

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

# How to Reach Us

## School Improvement and Support Office

916-319-0833

[SISO@cde.ca.gov](mailto:SISO@cde.ca.gov)

# Appendix: Slide 12 (1)

## **Title of Image:** FY 2019 GMART Update: Budget Revisions (1)

GMART header followed by a blue menu bar of options. The menu contains the following hyperlinks:

- ❖ GMART Home
- ❖ Funding Application
- ❖ LEA Contact Info
- ❖ CDE Contact Info
- ❖ Budget Summary
- ❖ Grant Management Reports
- ❖ Federal Reports
- ❖ Submission History



## Appendix: Slide 12 (2)

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***Continued from the previous slide.***

The Budget Summary menu option is highlighted in orange, with a red outline of an oval around it.

Underneath the blue menu bar is a hyperlink to “Logoff” hyperlink.

# Appendix: Slide 13 (1)

**Title of Image:** FY 2019 GMART Update: Budget Revisions (2)

The Budget Summary table with 7 columns. The columns read:

- ❖ Object Code
- ❖ Last Approved Budget
- ❖ Last Approved Budget Detail
- ❖ Revised Budget Amount
- ❖ Revised Budget Detail
- ❖ Revision Justification
- ❖ Percent of Total Budget

## Appendix: Slide 13 (2)

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***Continued from the previous slide.***

Columns one through three will be prepopulated with an LEA's actual information.

The LEA will enter data into the Revised Budget Amount column.

The LEA will select all that apply from the list of project activities in the Revised Budget Detail column.



## Appendix: Slide 13 (3)

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***Continued from the previous slide.***

The LEA will provide a Revision Justification in the Revision Justification column.

In the same column the text reads: 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 seven will be prepopulated with the LEAs actual information.

# Appendix: Slide 13 (4)

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***Continued from the previous slide.***

The Revised Budget Amount, Revised Budget Detail, and Revision Justification columns are outlined with a red square to signify the columns where the LEA must enter data.

# Appendix: Slide 14 (1)

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**Title of Image:** FY 2019 GMART Update: Budget Revisions (3)

**Text box heading:** Last approved Budget Summary Narrative

**Text within the text box reads:** This textbox will display the LEA's last approved Budget Summary Narrative.



## Appendix: Slide 14 (2)

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***Continued from the previous slide.***

Text box heading: Revised Budget Summary Narrative

Explain how the revised budgeted amounts associated within each major object code and project activity relate to the development and implementation of the CSI Plan/s/, including how the costs directly support implementation of evidence-based interventions/strategies/activities and reason/s/ for identification.