



2018–19 Every Student Succeeds Act Comprehensive Support and Improvement

Local Educational Agency Application for Funding Walk-through

Presented by the
School Improvement and Support Office



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State Superintendent
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Acronyms and Initialisms

CDE–California Department of Education

CSI–Comprehensive Support and Improvement

ESEA–Elementary and Secondary Education Act of 1965

ESSA–Every Student Succeeds Act of 2015

FY–Fiscal Year

GMART–Grant Management and Reporting Tool

LCAP–Local Control and Accountability Plan

LEA–Local Educational Agency

SEA–State Educational Agency

SISO–School Improvement and Support Office

SPSA–School Plan for Student Achievement



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Housekeeping

- Please use the chat feature to ask questions.
- A PDF of today's presentation is located on the CDE CSI web page at:
<https://www.cde.ca.gov/sp/sw/t1/csi.asp> on the Funding tab, under the Application for Funding sub-heading.



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Agenda

- **School Support Categories and Eligibility Criteria**
- **CSI Funding**
 - Eligibility
 - Formula
 - Program Requirements
 - Allowable and Disallowable Activities and Costs
 - Grant Reporting Requirements
 - Apportionments
 - Application and Funding Results Timeline
- **Application for Funding Process**
 - General Information
 - GMART Logon
 - Review Sections of the Application



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School Support Categories and Eligibility Criteria



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School Support Categories and Eligibility Criteria (1)

Schools can be identified for Support and Improvement in the following **three** categories:

- CSI
- TSI
- ATSI



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School Support Categories and Eligibility Criteria (2)

Which schools are eligible for CSI?

Two groups of schools are eligible for CSI:

- All high schools with graduation rates below 67 percent
- At least the lowest-performing five percent of Title I schools

How often are schools identified for CSI?

Identification process occurs **once every three years**

- First identification based on 2018 California Dashboard results



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School Support Categories and Eligibility Criteria (3)

Schools can only be identified for support **under one CSI category at a time**. The hierarchy is:

- Graduation Rate
- State Indicators



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School Support Categories and Eligibility Criteria (4)

CSI—High School Criteria:

- Any high school with a graduation rate less than 67 percent, **averaged over two years**, is eligible for CSI
 - Based on the graduating Classes 2017 and 2018
- **All** high schools (Title I, non-Title I, traditional, and Dashboard Alternative School Status) are eligible for identification
- Identification is based on school level performance (“All Students”)



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School Support Categories and Eligibility Criteria (5)

CSI—Not Less than the Lowest-performing Five Percent of Title I Schools Criteria:

Criteria (color combinations) are included in approved
ESSA State Plan

- Schools with all red indicators
- Schools with all red but one indicator of any other color
- Schools with five or more indicators where majority are red
- Schools with all red and orange indicators

Additional Information



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Please visit the following CDE web pages for more information about school support.

- **CSI:** <https://www.cde.ca.gov/sp/sw/t1/csi.asp>
- **TSI/ATSI:** <https://www.cde.ca.gov/sp/sw/t1/tsi.asp>
- **2018 Dashboard Technical Guide** (beginning on page 143):
<https://www.cde.ca.gov/ta/ac/cm/documents/dashboardguide18.pdf>



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CSI Funding



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CSI Funding

- The California Budget Act of 2018 appropriated ESSA, Section 1003 local assistance funding for CSI.
- The 2018–19 ESSA CSI LEA Application for Funding covers a grant period beginning March 18, 2019, and ending June 30, 2020.



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CSI Funding: Eligibility

ESSA, Section 1003 funds are:

- Available to each eligible LEA that submits an approvable application
- Allocated on the basis of a formula
- Based on California's annual Title I, Part A allocation
- Contingent upon the California Budget Act



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CSI Funding: Formula (1)

Funding Formula:

$$\left(\frac{A}{B}\right) \times C$$

A divided by **B**, then multiplied by **C**

Glossary

A = Total Amount of Available CSI Funds

B* = Total Number of Schools in California **Eligible for CSI Funding**

C* = Total Number of Schools Within an LEA **Eligible for CSI Funding**

*Any LEA with schools eligible for CSI that also receive School Improvement Grant funds is not eligible to apply for CSI Funding on behalf of those schools.



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CSI Funding: Formula (2)

Example:

\$100,000 (**A**) is made available to 100 (**B**) CSI eligible schools.

“LEA K” has five (**C**) schools that meet the criteria for CSI.

$$\left(\frac{\$100,000 (A)}{100 (B)} \right) \times 5 (C) \quad \longrightarrow \quad (\$1,000) \times 5 = \$5,000$$

In this example, \$5,000 would be allocated to “LEA K”.



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CSI Funding: Program Requirements (1)

- As a condition of funding, the LEA must partner with stakeholders, including school principals, and other school leaders, teachers, and parents to locally develop and implement a plan for **each** identified school.
- Federal school planning requirements are established in *Education Code* Section 64001 found at http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC§ionNum=64001 and the LCAP 2019 Template located at <https://www.cde.ca.gov/re/lc/documents/lcaptemplate2019.docx>.



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CSI Funding: Program Requirements (2)

- If CSI funds are used to implement actions/services to meet a goal articulated in the LCAP, those CSI funds would be included in the LCAP.
- ESSA, Section 1003 funds that are distributed to the school from the LEA must be included in the SPSA.
- Improvement strategies and activities must align to the goals, actions, and services in the LCAP.



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CSI Funding: Allowable Activities and Costs

ESSA, Section 1003 funds must only be spent on CSI strategies and/or activities directly related to the following school improvement activities:

- Capacity building
- Plan development and implementation, including:
 - Partnering with stakeholders
 - Conducting needs assessments and root cause analysis
 - Identification/development of evidence-based interventions, strategies, and/or activities
 - Using data to develop, implement, monitor, and evaluate improvement efforts
 - Reviewing/identifying resource inequities, which may include a review of LEA- and school-level budgeting



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CSI Funding: Disallowable Activities and Costs (1)

Funds provided under this grant shall not be used for the following purposes:

- Hiring additional permanent staff
- Supplanting of existing funding and efforts, including costs otherwise necessary to operate a school without these funds
- Acquisition of equipment for administrative or personal use
- Acquisition of furniture (e.g., bookcases, chairs, desks, file cabinets, tables) unless it is an integral part of an equipment workstation
- Food services/refreshments/banquets/meals
- Purchase or rental of space



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CSI Funding: Disallowable Activities and Costs (2)

Continued:

- Payment for memberships in professional organizations
- Purchase of promotional favors, such as bumper stickers, banners, pencils, pens, or T-shirts
- Subscriptions to journals or magazines
- Travel outside of the United States
- Capital Outlay (Object Code 6000–6999)

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.



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CSI Funding: Grant Reporting Requirements (1)

Actual expenditures for each performance period within the grant period shall be reported to the CDE as part of regular grant management and administration.

Report Name	Reporting Data	Performance Period	Reporting Due Date
Report 1	Expenditures	March 18, 2019, to June 30, 2019	July 31, 2019
Report 2	<ul style="list-style-type: none"> • Expenditures • Date the local school board approved each school's SPSA 	July 1, 2019, to October 31, 2019	November 29, 2019
Report 3	Expenditures	November 1, 2019, to February 29, 2020	March 31, 2020
Final Report	Expenditures	March 1, 2020, to June 30, 2020	July 31, 2020



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CSI Funding Grant Reporting Requirements (2)

- Combined LEA- and school-level expenditures will be submitted for each required report.
- If the CDE does not receive the required reports, funding may be delayed or the CDE may bill the LEA to recover funds distributed to the LEA.

CSI Funding: Apportionments



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First Apportionment (Approved Application)	Second Apportionment (Report 1)	Third Apportionment (Report 2)	Fourth Apportionment (Report 3)	Final Apportionment (Final Report)
25 percent of the preliminary LEA allocation	Claimed expenditures less prior payment			

The CDE will apportion funds approximately one month after the final date of each reporting period.



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CSI Funding: Application and Funding Results Timeline

Activity	Due Date
Funding Profile Posted to the CDE Web Page	February 4, 2019
2018–19 ESSA CSI LEA Application for Funding Release Date	February 4, 2019
2018–19 ESSA CSI LEA Application for Funding Due to CDE	February 22, 2019 by 4 p.m.
2018–19 ESSA CSI LEA Application for Funding Review by CDE Staff	February/March 2019
Funding Results and Schedule of Apportionments Posted to the CDE Web Page	March/April 2019



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Application Process



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General Information

The 2018–19 ESSA CSI LEA Application for Funding is a web-based application that includes six sections:

Section 1: Intent to Apply

Section 2: General Assurances, Certifications, Terms, and Conditions

Section 3: LEA Applicant Information

Section 4: Narrative Responses

Section 5: 2018–19 CSI Preliminary Funding Plan

Section 6: Signatures

General Information (2)



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- To receive ESSA, Section 1003 funds, each eligible LEA must complete and submit the 2018–19 ESSA CSI LEA Application for Funding to the CDE no later than **Friday, February 22, 2019, by 4 p.m.**
- The CDE is not able to modify the application information after submission. Incomplete or late applications may delay funding.



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GMART

The GMART is a web-based system that allows LEAs to complete and submit the Application for Funding, and to complete, view, and modify fiscal data, including expenditure reports.

User names and passwords:

- Were emailed to county and district superintendents and charter school administrators
- Are case-sensitive

For more information, visit the GMART instructions web page at <https://www.cde.ca.gov/sp/sw/t1/gmartinstructions.asp>.

GMART: Logging On (1)



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The GMART home page is located at:

<https://www3.cde.ca.gov/gmart/gmartlogon.aspx>

GMART: Logging On (2)



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Grant Management And Reporting Tool (GMART)

Logon

Username:

Password:

Logon

Reference the appendix for alternative text version



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GMART: Opening the Application (1)

Grant Management And Reporting Tool (GMART)

Select Grant

[Logoff](#)

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

[2018-19 Every Student Succeeds Act Comprehensive Support and Improvement Local Educational Agency Application for Funding](#)

Reference the appendix for alternative text version



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GMART: Opening the Application (2)

[GMART Help](#)

Grant Management And Reporting Tool (GMART)

GMART Home **Application Overview** Sec 1-Intent to Apply Sec 2-Assurances etc. Sec 3-LEA Information Sec 4-Narrative Resp.
Sec 5-Funding Plan Sec 6-Signatures Application Status CDE Contact Info

[Logoff](#)

2018-19 Every Student Succeeds Act Comprehensive Support and Improvement Local Educational Agency Application for Funding

Due: February 22, 2019

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



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Application Overview

- ESSA, Section 1003 provides resources and assistance to LEAs to improve student outcomes in schools that meet the criteria for CSI.
- Statutory and spending authority includes ESSA, Section 1003 and the California Budget Act of 2018.
- Applicants must be an LEA with schools meeting the criteria for CSI.



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GMART: Application Overview (1)

ELIGIBILITY REQUIREMENTS

Applicants must be an LEA with schools meeting the criteria for CSI. An LEA is defined as a county office of education (COE), school district, or direct-funded charter school.

Under the ESSA, the state must identify schools in need of additional assistance based on various criteria. This requirement went into effect for the first time in 2018–19. Schools were selected for the first time in early 2019 based on the 2018 Dashboard.

School eligibility for CSI occurs one time every three years. Schools are eligible for CSI if they are a public high school with a graduation rate below 67 percent or at least the lowest-performing 5 percent of Title I schools.

CSI criteria and program information is located at <https://www.cde.ca.gov/sp/sw/t1/csi.asp>.

Select to Display More Information

Reference the appendix for alternative text version



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GMART: Application Overview (2)

TECHNICAL ASSISTANCE

The CDE will conduct a webinar to walk through the process to complete the 2018–19 ESSA CSI LEA Application for Funding. The webinar will be conducted on February 5, 2019, at 10:00 a.m. For log on details, please visit the CSI web page located at <https://www.cde.ca.gov/sp/sw/t1/csi.asp>.

APPLICATION PROCESS

The 2018–19 ESSA CSI LEA Application for Funding is an online application that includes six sections: (1) Intent to Apply; (2) General Assurances, Certifications, Terms, and Conditions; (3) Local Educational Agency Applicant Information; (4) Narrative Responses; (5) 2018–19 Comprehensive Support and Improvement Preliminary Funding Plan; and (6) Signatures.

In order to receive ESSA, Section 1003 funds, each eligible LEA must complete and submit the 2018–19 ESSA CSI LEA Application for Funding to the CDE by the date specified in the Application and Funding Results Timeline. The LEA will receive email confirmation upon submission. The CDE will review each LEA application. If the LEA wishes to revise its online application after submission, the LEA must resubmit the application prior to the application due date as specified in the Application and Funding Results Timeline.

The CDE is not able to modify the application information after submission. Incomplete or late applications may delay funding.

I have read above information, and would like to continue to Section 1 the application.

Save and Continue to Section 1

or

Save and Logoff

Questions: School Improvement and Support Office | SISO@cde.ca.gov | [916-319-0833](tel:916-319-0833)

Reference the appendix for alternative text version



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Section 1: Intent to Apply

- LEAs with schools meeting the criteria for CSI must complete and submit the 2018–19 ESSA CSI LEA Application for Funding in order to receive funding.
- LEAs that do not intend to apply for funding are asked to submit the application to communicate its intent.
- Choosing not to accept the ESSA, Section 1003 funds **does not** relieve the LEA from meeting its statutory obligations under ESSA, Section 1111(d)(1).



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GMART Section 1: Intent to Apply

Section 1: Intent to Apply

Each local educational agency (LEA) with schools meeting the criteria for Comprehensive Support and Improvement (CSI) must submit the 2018–19 ESSA CSI LEA Application for Funding. Any LEA that chooses not to apply for CSI funding is asked to submit this application to the CDE to communicate its intent. This will allow the CDE to reallocate the amount of funds available to those LEAs choosing to apply for funding.

Pursuant to Section 1111(d)(1)(B) of the ESSA, upon notification from the CDE, the LEA shall, for each school identified by the CDE and in partnership with stakeholders, locally develop and implement a plan for the school to improve student outcomes.

Choosing not to accept ESSA, Section 1003 funds does not relieve the LEA from meeting its statutory obligations under ESSA, Section 1111(d)(1). ESSA, Section 1003 provides resources and assistance to the LEA with schools meeting the criteria for CSI.

Please check one of the boxes below:

- The LEA **intends** to apply for fiscal year (FY) 2018 ESSA, Section 1003 funds. By checking this box, the LEA must complete the remaining five sections of this application.
- The LEA **does not intend** to apply for FY 2018 ESSA, Section 1003 funds. By checking this box, the LEA understands its statutory obligation to meet the requirements of ESSA, Section 1111(d)(1). The LEA will be redirected to Section 6 to sign and submit this application.

Reference the appendix for alternative text version



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Section 2: 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 at <https://www.cde.ca.gov/fg/fo/fm/ff.asp>.



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GMART Section 2: General Assurances, Certifications, Terms, and Conditions

In addition, the LEA agrees to comply with the following state and federal program terms and conditions:

1. Utilize the Local Control and Accountability Plan (LCAP) and school planning processes to locally develop and implement plans that meet federal requirements for each school receiving funds under Section 1003 of the Every Student Succeeds Act (ESSA) for Comprehensive Support and Improvement (CSI).
2. Align improvement strategies and activities to the goals, actions, and services in the LEA's LCAP.
3. Monitor schools receiving ESSA, Section 1003 funds for CSI.
4. Use a rigorous review process to recruit, screen, select, and evaluate any external partners, other than the county office of education (COE) and other agencies within the state system of support that the LEA would partner with to develop and implement the plan for CSI.
5. Align other federal, state, and local resources to carry out activities supported with funds received.
6. Modify practices and policies as appropriate, to provide operational flexibility that enables full and effective implementation of the plans to improve student outcomes in schools meeting the criteria for CSI.
7. Assure that each school that the LEA serves will receive all of the state and local funds it would have received in the absence of ESSA, Section 1003 funds.
8. Ensure that ESSA, Section 1003 funds are spent as indicated in this application, and agree that funds will be used only to provide support to the school/s meeting the criteria for CSI, including locally developing, implementing, monitoring, evaluating, and approving plans for the school to improve student outcomes.

I have read the above information, and would like to proceed to Section 3 the application.

Save and Continue to Section 3

or

Save and Logoff

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Section 3: LEA Applicant Information

Applicant Information

Confirm the prepopulated information:

- Name of District and County
- LEA Address
- Preliminary FY 2018 LEA Allocation
- County/District Code
- National Center for Education Statistics (NCES)
- Data Universal Number System (DUNS)

Provide contact information for the following persons:

- Primary Grant Coordinator
- Secondary Grant Coordinator
- Fiscal Coordinator



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GMART Section 3: LEA Information (1)

Section 3: Local Educational Agency Applicant Information

Santa Clara Unified (County: Santa Clara)
1889 Lawrence Rd., Santa Clara, 95051
Preliminary FY 2018 LEA Allocation: \$100,000.00
County/District Code: 43 69674
NCES: 0635430 DUNS: 069128148

Please verify if the Local Educational Agency (LEA) Applicant Information listed above is accurate then check the appropriate box below. Applicant Information can be verified on the California School Directory web page located at <https://www.cde.ca.gov/schooldirectory/>.

The Preliminary Fiscal Year (FY) 2018 LEA Allocation can be verified at <https://www.cde.ca.gov/sp/sw/t1/documents/essaprelimdata.xlsx>.

LEAs can verify their DUNS number through the Online Public Update for Schools web page located at <https://www3.cde.ca.gov/opuscads/default.aspx>.

- The LEA Applicant Information is **accurate**.
- The LEA Applicant Information is **inaccurate**. (*Do not submit this application. Please use the "Save and Logoff" button and contact the School Improvement and Support Office by phone at 916-319-0833 or by email at SISO@cde.ca.gov for assistance.*)

Reference the appendix for alternative text version



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GMART Section 3: LEA Information (2)

Please provide the required First and Last names and contact information for the Primary and Secondary Grant Coordinators and the Fiscal Coordinator. If the LEA only has a Primary Grant Coordinator, please duplicate that information for the Secondary Grant Coordinator.

Primary Grant Coordinator

First and Last
Name:
Title:
Phone:
Ext:
E-mail:
Fax:

Secondary Grant Coordinator

First and Last
Name:
Title:
Phone:
Ext:
E-mail:
Fax:

Fiscal Coordinator

First and Last
Name:
Title:
Phone:
Ext:
E-mail:
Fax:

Reference the appendix for alternative text version



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Section 4: Narrative Responses

The LEA is required to utilize the LCAP and school planning processes to locally develop and implement a plan for the school to improve student outcomes in each school meeting the criteria for CSI.

- **Prompt 1:** Describe any separate planning processes or activities that the LEA will use to develop CSI plans.
- **Prompt 2:** Describe any separate monitoring processes or activities that the LEA will use to monitor schools that are identified for CSI.
- **Prompt 3:** Describe the LEA's rigorous review process to recruit, screen, select, and evaluate any external service provider with whom the LEA will partner.



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GMART Section 4: Narrative Responses

Section 4: Narrative Responses

The local educational agency (LEA) must provide complete responses to the three prompts below. Please note the character limits allowed for each prompt.

The LEA is required to utilize the Local Control and Accountability Plan (LCAP) and school planning processes to locally develop and implement a plan for the school to improve student outcomes in each school meeting the criteria for CSI.

Prompt 1: In the box below, describe any separate planning process that the LEA will use. If the LEA will not use any separate planning process, please type **NA** for the response. **(Max 500 characters)**

Response 1:

The LEA is required to utilize the LCAP and school planning processes to monitor schools identified for CSI.

Prompt 2: In the box below, describe any separate monitoring process that the LEA will use. If the LEA will not use any separate monitoring process, please type **NA** for the response. **(Max 500 characters)**

Response 2:

For the prompt below, external partners include any external service provider **other than the county office of education and other agencies within the state system of support that the LEA would partner with to develop and implement the CSI plan.**

Prompt 3: Describe the LEA's rigorous review process to recruit, screen, select, and evaluate any external service provider with whom the LEA will partner. If the LEA will not partner with any external service provider/s/, please type **NA** for the response. **(Max 500 characters)**

Response 3:

The responses may be lost if you logoff without saving. Please use button below to save your responses.

Save all Responses

Clear all Responses

Reference the appendix for alternative text version



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Section 5: 2018–19 CSI Preliminary Funding Plan

- From the LEA's preliminary allocation, the LEA may distribute funds among the schools that are identified for CSI.
- The amount of distributed funds must not exceed the LEA's preliminary allocation.
- Reallocated funds shall only be used to support CSI activities.



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GMART Section 5: 2018–19 CSI Preliminary Funding Plan

Section 5: 2018-19 Comprehensive Support and Improvement Preliminary Funding Plan

LEA Name	Preliminary FY 2018 LEA Allocation
Santa Clara Unified	\$100,000.00

The LEA must complete the required fields in the table below. From the LEA's preliminary allocation under this grant, the LEA may distribute funds among the schools meeting the criteria for CSI. The total amount of distributed funds must match the LEA's preliminary allocation.

Note: Final LEA allocations will be determined by the first reporting period. At that time, the LEA will be required to revise its Funding Plan according to the final funding results. Instructions for the revision will be provided to the LEA at a later date.

Instructions: Please use the "Edit" button to input data into the "Amount of Funds Distributed" fields. Once data has been entered, use the "Update" button to save the data or the "Cancel" button to cancel the revision.

*** - There is no data in this field

LEA and School Name	Preliminary FY 2018 Amount of Funds Distributed	LEA Action
Santa Clara Unified (District)	\$0.00	Edit
Santa Clara High	\$0.00	Edit
Bowers Elementary	\$0.00	Edit
Juan Cabrillo Middle	\$0.00	Edit
Sutter Elementary	\$0.00	Edit
Total Distributed	\$0.00 *	n/a

LEA and School Name	Preliminary FY 2018 Amount of Funds Distributed	LEA Action
Santa Clara Unified (District)	10000.00	Update Cancel
Santa Clara High	\$0.00	Edit
Bowers Elementary	\$0.00	Edit
Juan Cabrillo Middle	\$0.00	Edit
Sutter Elementary	\$0.00	Edit
Total Distributed	\$10,000.00 *	n/a

Reference the appendix for alternative text version



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GMART Section 6: Signatures

The LEA will sign the application electronically.

Section 6: Signatures

ASSURANCES/CERTIFICATIONS/TERMS/CONDITIONS:

- As the duly authorized representative of the applicant, I have read all assurances, certifications, terms, and conditions associated with the 2018–19 Every Student Succeeds Act (ESSA) Comprehensive Support and Improvement (CSI) Local Educational Agency (LEA) Application for Funding and CSI program requirements; and I agree to comply with all requirements as a condition of funding.
- 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.

SIGNATURE

By signing this application electronically, I, the duly authorized representative of the applicant, agree that my electronic signature is the legally binding equivalent to my handwritten signature.

LEA Name:	<input type="text"/>
First and Last Name:	<input type="text"/>
Title:	<input type="text"/>
Date:	<input type="text" value="01/31/2019"/>
Email:	<input type="text"/>
Phone Number:	<input type="text"/>

Note: If the LEA wishes to revise its online application after submission, the LEA must resubmit the application prior to the application due date as specified in the Application and Funding Results Timeline. The CDE is not able to modify the application information after submission. Incomplete or late applications may delay funding.

or

Reference the appendix for alternative text version



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GMART: Application Status Page

Application Status

Application Status: Submitted

The local educational agency 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	1/28/2019 10:54:47 AM	Cristina French	***

Reference the appendix for alternative text version

Questions and Wrap-up



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Please use the chat feature to send any questions or comments you may have at this time.



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Contact Information

School Improvement and Support Office

916-319-0833

SISO@cde.ca.gov

Appendix

Alternative Text Version

Slide 31

Grant Management And Reporting Tool (GMART)

Logon (This is the logon page).

There is a text box for the LEA to enter its Username.

There is a text box for the LEA to enter its Password.

There is a “Logon” button for the LEA to select when logging on to the GMART platform.

Slide 32

Grant Management And Reporting Tool (GMART)

Select Grant (This is the page that allows the LEA to access the 2018–19 Every Student Succeeds Act Comprehensive Support and Improvement Local Educational Agency Application for Funding).

Logoff (This is the hyperlink that must be used if the applicant decides to log off).

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

2018–19 Every Student Succeeds Act Comprehensive Support and Improvement Local Educational Agency Application for Funding (This is the hyperlink that must be selected in order to access the application).

Slide 33

Grant Management And Reporting Tool (GMART)

The screenshot is the home page for the GMART application.

The GMART Help hyperlink can be selected if an LEA needs additional assistance.

The heading details the menu options: GMART Home, Application Overview, Sec 1- Intent to Apply, Sec 2 Assurances etc., Sec 3 LEA Information, Sec 4 Narrative Response, Sec 5 Funding Plan, Sec 6 Signatures, Application Status, and CDE Contact Info.

There is a “Logoff” button if the LEA chooses to logoff.

2018-19 Every Student Succeeds Act Comprehensive Support and Improvement Local Educational Agency Application for Funding (title of the application for funding).

Due: February 22, 2019

Application Status: Not Submitted

Application Overview (title of the section that the LEA has currently accessed)

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

Slide 35

ELIGIBILITY REQUIREMENTS

Applicants must be an LEA with schools meeting the criteria for CSI. An LEA is defined as a county office of education (COE), school district, or direct-funded charter school. Under the ESSA, the state must identify schools in need of additional assistance based on various criteria. This requirement went into effect for the first time in 2018–19. Schools were selected for the first time in early 2019 based on the 2018 Dashboard. School eligibility for CSI occurs one time every three years. Schools are eligible for CSI if they are a public high school with a graduation rate below 67 percent or at least the lowest-performing five percent of Title I schools.

CSI criteria and program information is located at <https://www.cde.ca.gov/sp/sw/t1/csi.asp>.

There is a “Select to Display More Information” button that the LEA must select before advancing to the application. The button is circled for emphasis.

Slide 36

TECHNICAL ASSISTANCE

The CDE will conduct a webinar to walk through the process to complete the 2018–19 ESSA CSI LEA Application for Funding. The webinar will be conducted on February 5, 2019, at 10:00 a.m. For log on details, please visit the CSI web page located at <https://www.cde.ca.gov/sp/sw/t1/csi.asp>.

APPLICATION PROCESS

The 2018–19 ESSA CSI LEA Application for Funding is an online application that includes six sections: (1) Intent to Apply; (2) General Assurances, Certifications, Terms, and Conditions; (3) Local Educational Agency Applicant Information; (4) Narrative Responses; (5) 2018–19 Comprehensive Support and Improvement Preliminary Funding Plan; and (6) Signatures.

In order to receive ESSA, Section 1003 funds, each eligible LEA must complete and submit the 2018–19 ESSA CSI LEA Application for Funding to the CDE by the date specified in the Application and Funding Results Timeline. The LEA will receive email confirmation upon submission. The CDE will review each LEA application. If the LEA wishes to revise its online application after submission, the LEA must resubmit the application prior to the application due date as specified in the Application and Funding Results Timeline.

The CDE is not able to modify the application information after submission. Incomplete or late applications may delay funding.

I have read above information, and would like to continue to Section 1 the application.

There are two options for the LEA to select either the “Save and Continue to Section 1” button or the “Save and Logoff” button. The two buttons are circled for emphasis.

Slide 38

Section 1: Intent to Apply

Each local educational agency (LEA) with schools meeting the criteria for Comprehensive Support and Improvement (CSI) must submit the 2018–19 ESSA CSI LEA Application for Funding. Any LEA that chooses not to apply for CSI funding is asked to submit this application to the CDE to communicate its intent. This will allow the CDE to reallocate the amount of funds available to those LEAs choosing to apply for funding.

Pursuant to Section 1111(d)(1)(B) of the ESSA, upon notification from the CDE, the LEA shall, for each school identified by the CDE and in partnership with stakeholders, locally develop and implement a plan for the school to improve student outcomes.

Choosing not to accept ESSA, Section 1003 funds does not relieve the LEA from meeting its statutory obligations under ESSA, Section 1111(d)(1). ESSA, Section 1003 provides resources and assistance to the LEA with schools meeting the criteria for CSI.

Please check one of the boxes below:

The LEA **intends** to apply for fiscal year (FY) 2018 ESSA, Section 1003 funds. By checking this box, the LEA must complete the remaining five sections of this application.

The LEA **does not intend** to apply for FY 2018 ESSA, Section 1003 funds. By checking this box, the LEA understands its statutory obligation to meet the requirements of ESSA, Section 1111(d)(1). The LEA will be redirected to Section 6 to sign and submit this application.

The selection boxes for the above two options are circled for emphasis.

Slide 40

In addition, the LEA agrees to comply with the following state and federal program terms and conditions:

1. Utilize the Local Control and Accountability Plan (LCAP) and school planning processes to locally develop and implement plans that meet federal requirements for each school receiving funds under Section 1003 of the Every Student Succeeds Act (ESSA) for Comprehensive Support and Improvement (CSI).
2. Align improvement strategies and activities to the goals, actions, and services in the LEA's LCAP.
3. Monitor schools receiving ESSA, Section 1003 funds for CSI.
4. Use a rigorous review process to recruit, screen, select, and evaluate any external partners, other than the county office of education (COE) and other agencies within the state system of support that the LEA would partner with to develop and implement the plan for CSI.
5. Align other federal, state, and local resources to carry out activities supported with funds received.
6. Modify practices and policies as appropriate, to provide operational flexibility that enables full and effective implementation of the plans to improve student outcomes in schools meeting the criteria for CSI.
7. Assure that each school that the LEA serves will receive all of the state and local funds it would have received in the absence of ESSA, Section 1003 funds.
8. Ensure that ESSA, Section 1003 funds are spent as indicated in this application, and agree that funds will be used only to provide support to the school/s meeting the criteria for CSI, including locally developing, implementing, monitoring, evaluating, and approving plans for the school to improve student outcomes.

I have read the above information and would like to proceed to Section 3 of the application.

There are two options for the LEA to select either the "Save and Continue to Section 3" button or the "Save and Logoff" button.

Slide 42

Section 3: Local Educational Agency Applicant Information

Name of the School District (Name of the County)

LEA Address
Preliminary FY 2018 LEA Allocation Amount (in whole dollars)
County/District Code
NCES number
DUNS number

The above data are circled for emphasis.

Please verify if the Local Educational Agency (LEA) Applicant Information listed above is accurate then check the appropriate box below. Applicant Information can be verified on the California School Directory web page located at <https://www.cde.ca.gov/schooldirectory/>.

The Preliminary Fiscal Year (FY) 2018 LEA Allocation can be verified at <https://www.cde.ca.gov/sp/sw/t1/documents/prelimfundingcsilea18.xlsx>.

LEAs can verify their DUNS number through the Online Public Update for Schools web page located at <https://www3.cde.ca.gov/opuscads/default.aspx>.

The LEA Applicant Information is **accurate**.

The LEA Applicant Information is **inaccurate**. (**Do not** submit this application. Please use the “**Save and Logoff**” button and contact the School Improvement and Support Office by phone at 916-319-0833 or by email at SISO@cde.ca.gov for assistance.)

The selection boxes for the above two options are circled for emphasis.

Slide 43

Please provide the required First and Last names and contact information for the Primary and Secondary Grant Coordinators and the Fiscal Coordinator. If the LEA only has a Primary Grant Coordinator, please duplicate that information for the Secondary Grant Coordinator.

There is an “Edit Contact Information” button and a “Cancel” button. The buttons are circled for emphasis.

Primary Grant Coordinator

First and Last Name:
Title:
Phone:
Ext:
E-mail:
Fax:

Secondary Grant Coordinator

First and Last Name:
Title:
Phone:
Ext:
E-mail:
Fax:

Fiscal Coordinator

First and Last Name:
Title:
Phone:
Ext:
E-mail:
Fax:

Slide 45

Section 4: Narrative Responses

The local educational agency (LEA) must provide complete responses to the three prompts below. Please note the character limits allowed for each prompt.

The LEA is required to utilize the Local Control and Accountability Plan (LCAP) and school planning processes to locally develop and implement a plan for the school to improve student outcomes in each school meeting the criteria for CSI.

Prompt 1: In the box below, describe any separate planning process that the LEA will use. If the LEA will not use any separate planning process, please type **NA** for the response. **(Max 500 characters)**

Response 1: There is an empty text box for the LEA to enter its response.

The LEA is required to utilize the LCAP and school planning processes to monitor schools identified for CSI.

Prompt 2: In the box below, describe any separate monitoring process that the LEA will use. If the LEA will not use any separate monitoring process, please type **NA** for the response. **(Max 500 characters)**

Response 2: There is an empty text box for the LEA to enter its response.

For the prompt below, external partners include any external service provider **other than the county office of education and other agencies within the state system of support that the LEA would partner with to develop and implement the CSI plan.**

Prompt 3: Describe the LEA's rigorous review process to recruit, screen, select, and evaluate any external service provider with whom the LEA will partner. If the LEA will

not partner with any external service provider/s/, please type **NA** for the response. (**Max 500 characters**)

Response 3: There is an empty text box for the LEA to enter its response.

The responses may be lost if you logoff without saving. Please use the button below to save your responses.

There is a “Save all Responses” button and a “Clear all Responses” button.

Slide 47

Section 5: 2018-19 Comprehensive Support and Improvement Preliminary Funding Plan

A table is shown with the following header rows:

- LEA Name
- Preliminary FY 2018 LEA Allocation

The table data row shows:

- Santa Clara Unified
- \$100,000

The LEA must complete the required fields in the table below. From the LEA’s preliminary allocation under this grant, the LEA may distribute funds among the schools meeting the criteria for CSI. The total amount of distributed funds must match the LEA’s preliminary allocation.

Note: Final LEA allocations will be determined by the first reporting period. At that time, the LEA will be required to revise its Funding Plan according to the final funding results. Instructions for the revision will be provided to the LEA at a later date.

Instructions: Please use the “Edit” button to input data into the “Amount of Funds Distributed” fields. Once data has been entered, use the “Update” button to save the data or the “Cancel” button to cancel the revision.

A table is shown with the following header rows:

- LEA and School Names
- Preliminary FY 2018 Amount of Funds Distributed
- LEA Action

The table data row shows the following:

- Santa Clara Unified (District), 0.00, Edit

- Santa Clara High, 0.00, Edit
- Bowers Elementary, 0.00, Edit
- Juan Cabrillo Middle, 0.00, Edit
- Sutter Elementary, 0.00, Edit
- Total Distributed, 0.00, n/a

The LEA Action column allows the user to edit the table. The Edit hyperlinks are circled for emphasis.

Another table is shown to demonstrate the action after the Edit hyperlink is selected from the previous table.

The table contains the following header rows:

- LEA and School Names
- Preliminary FY 2018 Amount of Funds Distributed
- LEA Action

The table data row shows the following:

- Santa Clara Unified (District), 10000.00, Update or Cancel
- Santa Clara High, 0.00, Edit
- Bowers Elementary, 0.00, Edit
- Juan Cabrillo Middle, 0.00, Edit
- Sutter Elementary, 0.00, Edit
- Total Distributed, 0.00, n/a

In the first data row, the Update and Cancel options are circled to emphasize the action available after selecting the Edit option.

Slide 48

Section 6: Signatures

The LEA will sign the application electronically.

ASSURANCES/CERTIFICATIONS/TERMS/CONDITIONS:

As the duly authorized representative of the applicant, I have read all assurances, certifications, terms, and conditions associated with the 2018–19 ESSA CSI LEA Application for Funding and CSI program requirements; 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.

SIGNATURE

By signing this application electronically, I, the duly authorized representative of the applicant, agree that my electronic signature is the legally binding equivalent to my handwritten signature.

LEA Name:

First and Last Name:

Title:

Date:

Email:

Phone Number:

Note: If the LEA wishes to revise its online application after submission, the LEA must resubmit the application prior to the application due date as specified in the Application and Funding Results Timeline.

The CDE is not able to modify the application information after submission. Incomplete or late applications may delay funding.

There is a “Submit Application” button and a “Save and Logoff” button.

Slide 49

Application Status

Application Status: Submitted (It is circled for emphasis.)

The local educational agency should adhere to its record retention policies and print this application for record keeping.

There is a “Print Submitted Application” button. It is circled for emphasis.

Application Submission and Review History

A table is shown with the following header rows:

- Application Version
- Application Status

- Date and Time
- Name
- Notes

The table data row shows the following:

- 1
- Submitted
- 1/28/2019 10:54:47 AM
- Cristina French
- ***

The Notes column on the table is circled for emphasis.