



2019–20 Every Student Succeeds Act Comprehensive Support and Improvement

Local Educational Agency Application for Funding Walk-through

Presented by the
School Improvement and Support Office

Acronyms and Initialisms



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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 in the Funding tab under the Application for Funding sub-heading at:
<https://www.cde.ca.gov/sp/sw/t1/csi.asp>.



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Agenda

- **Eligibility Criteria for CSI**
- **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
- **CSI Planning Timelines**



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Eligibility Criteria for CSI



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Eligibility Criteria for CSI (1)

Which schools are eligible for CSI?

Two groups of schools are eligible for CSI:

- All high schools with graduation rates below 68 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**

- This identification based on 2019 California School Dashboard results



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Eligibility Criteria for CSI (2)

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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Eligibility Criteria for CSI (3)

CSI—High School Criteria:

- Any high school with a graduation rate less than 68 percent, **averaged over two years**, is eligible for CSI
 - Based on the graduating Classes 2018 and 2019
- **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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Eligibility Criteria for CSI (4)

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

Criteria (color combinations) are included in the 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 eligibility for CSI.

- **CSI:** <https://www.cde.ca.gov/sp/sw/t1/csi.asp>
- **2019 Dashboard Technical Guide (beginning on page 178):**
<https://www.cde.ca.gov/ta/ac/cm/documents/dashboardguide19.pdf>



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CSI Funding



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CSI Funding

- The California Budget Act of 2019, Senate Bill 73 appropriated ESSA, Section 1003 local assistance funding for CSI.
- The 2019–20 ESSA CSI LEA Application for Funding covers a grant period beginning March 25, 2020, and ending September 30, 2021.



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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 CSI plan for **each** school meeting the criteria for CSI.
- Federal school planning requirements are established in *Education Code* Section 64001 found at <https://go.usa.gov/xdcE6> and the LCAP 2019 Template located at <https://go.usa.gov/xdcEz>.



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CSI Funding: Program Requirements (2)

- School planning and LEA assistance for each school that meets the criteria for CSI will be incorporated into the LCAP and SPSA planning processes.
- 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 (1)

ESSA, Section 1003 funds must be prioritized and focused toward the area(s) identified for improvement for each school based on their needs assessments and root cause analysis. Funds can only be spent on evidence-based interventions/ strategies/activities directly related to the following CSI improvement plan development and implementation efforts:

- Building capacity
- Partnering with stakeholders
- Conducting needs assessments and root cause analysis
- Selecting and implementing evidence-based interventions/strategies/activities
- Using data and outcomes to monitor and evaluate 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



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CSI Funding: Allowable Activities and Costs (2)

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

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

The United States Department of Education’s non-regulatory guidance on evidence-based interventions is located at <https://www2.ed.gov/policy/elsec/leg/essa/guidanceusesinvestment.pdf>.



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CSI Funding: Disallowable Activities and Costs

- The use of federal funds, including ESSA, Section 1003 funds must be consistent with the Office of Management and Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. OMB information is located at <https://www.grants.gov/web/grants/learn-grants/grant-policies/omb-uniform-guidance-2014.html>.
- In addition, the California legislature stipulated in AB 74 that ESSA, Section 1003 funds shall not be expended to hire additional permanent staff.
- For Federal guidance on Supplement not Supplant for school improvement, see question 29a, page 21 to 22 located at <https://go.usa.gov/xdcPV>.



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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. The table below details reporting information and timelines.

Report Name	Reporting Data	Performance Period	Reporting Due Date
Report 1	<ul style="list-style-type: none"> Expenditures Budget Summary 	March 25, 2020, to June 30, 2020	July 31, 2020
Report 2	<ul style="list-style-type: none"> Expenditures Date the CSI Plan was Approved and/or Adopted 	July 1, 2020, to October 31, 2020	November 30, 2020
Report 3	<ul style="list-style-type: none"> Expenditures 	November 1, 2020, to February 28, 2021	March 31, 2021
Report 4	<ul style="list-style-type: none"> Expenditures 	March 1, 2021, to June 30, 2021	July 31, 2021
Final Report and Grant Evaluation	<ul style="list-style-type: none"> Expenditures Final Budget Summary Grant Performance Report 	July 1, 2021, to September 30, 2021	October 31, 2021



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CSI Funding Grant Reporting Requirements (2)

- Report 1 must include a Budget Summary that will combine LEA- and school-level budget amounts for each authorized funding category.
- Report 2 must also include the date the CSI plan was approved and/or adopted by the school and Local Governing Board, and the Final Report must include a Grant Performance Report.
- The CDE will provide additional guidance for reporting requirements by Spring, 2020.
- 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.



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CSI Funding: Apportionments

The table below provides information for funds apportioned to the LEA.

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

Note: Reported expenditures are used for the purpose of calculating the LEA's apportionment. The use of federal funds must be consistent with the OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; ESSA requirements, and requirements in the 2019–20 ESSA CSI LEA Application for Funding.

The acceptance and approval of reported expenditures does not preclude the CDE in any way from conducting program monitoring or audits.

The CDE will process apportionments 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	January 2020
2019–20 ESSA CSI LEA Application for Funding Release Date	February 4, 2020
2019–20 ESSA CSI LEA Application for Funding Due to CDE	February 28, 2020 by 4 p.m.
2019–20 ESSA CSI LEA Application for Funding Review by CDE Staff	March/April 2020
Funding Results and Schedule of Apportionments Posted to the CDE Web Page	April/May 2020



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Application Process



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General Information (1)

The 2019–20 ESSA CSI LEA Application for Funding 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: 2019–20 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 2019–20 ESSA CSI LEA Application for Funding to the CDE no later than **Friday, February 28, 2020, 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 2019-20 ESSA CSI LEA Application for Funding, and to complete, view, and modify fiscal data, including expenditure reports.

Username 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:

[2019-20 Every Student Succeeds Act Comprehensive Support and Improvement Local Educational Agency Grant Application for Funding](#)

Reference the appendix for alternative text version



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GMART: Opening the Application (2)

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](#)

[Logoff](#)

2019-20 Every Student Succeeds Act Comprehensive Support and
Improvement Local Educational Agency Application for Funding

Due: February 28, 2020

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 2019.
- 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 that meet the criteria for CSI. An LEA is defined as a county office of education, 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 again identified for CSI in January 2020 based on the 2019 California School Dashboard.

Schools are eligible for CSI if they are a public high school with a graduation rate below 68 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 2019–20, ESSA CSI LEA Application for Funding. The webinar will be conducted on February 5, 2020 at 10 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 2019–20 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) 2019–20 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 2019–20 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

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 2019–20 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 2019–20 Every Student Succeeds Act (ESSA) CSI LEA Application for Funding. Any LEA that chooses to not apply for CSI funding is asked to submit this application to the California Department of Education (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) 2019 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 2019 ESSA, Section 1003 funds. By checking this box, the LEA understands its statutory obligation to meet the requirements of the 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 2019 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)
1234 Main St., Santa Clara, 99999
Preliminary FY 2019 LEA Allocation: \$100,000.00
County/District Code: 43 69674
NCES: 0000000 DUNS: 00000000

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) 2019 LEA Allocation can be verified at <https://www.cde.ca.gov/sp/sw/t1/documents/essaprelimdata19.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.*)

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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.

[Edit Contact Information](#) [Cancel](#)

Primary Grant Coordinator

First and Last Name: rob
Title: fds
Phone: [916-585-5858](tel:916-585-5858)
Ext:
E-mail: rew@gmail.com
Fax:

Secondary Grant Coordinator

First and Last Name: rob
Title: fds
Phone: [916-585-5858](tel:916-585-5858)
Ext:
E-mail: rob@gmail.com
Fax:

Fiscal Coordinator

First and Last Name: rob
Title: fds
Phone: [916-585-5858](tel:916-585-5858)
Ext:
E-mail: robfds@gmail.com
Fax:

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Section 4: Narrative Responses

The LEA is required to utilize the LCAP and school planning processes to locally develop, monitor, 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 how CSI funds will be used to support the needs assessment and root cause analysis process to address the reasons for identification and to ensure that interventions/strategies/activities align to the goals, actions, and services in the LCAP.
- **Prompt 4:** 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 four 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 Plan for Student Achievement (SPSA) processes to locally develop and implement a plan for the school to improve student outcomes in each school meeting the criteria for Comprehensive Support and Improvement (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 SPSA 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:

Prompt 3: In the box below, describe how CSI funds will be used to support the needs assessment and root cause analysis process to address the reasons for identification and to ensure that interventions/strategies/activities align to the goals, actions, and services in the LCAP. (Max 1000 characters)

Response 3:

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 4: 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 1000 characters)

Response 4:

Reference the appendix for alternative text version



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Section 5: 2019–20 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: 2019-20 Comprehensive Support and Improvement Preliminary Funding Plan

LEA Name	Preliminary FY 2019 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 2019 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 2019 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

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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 2019–20 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.
- 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.

or

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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	1/16/2020 10:23:31 AM	Cristina French	***

Reference the appendix for alternative text version



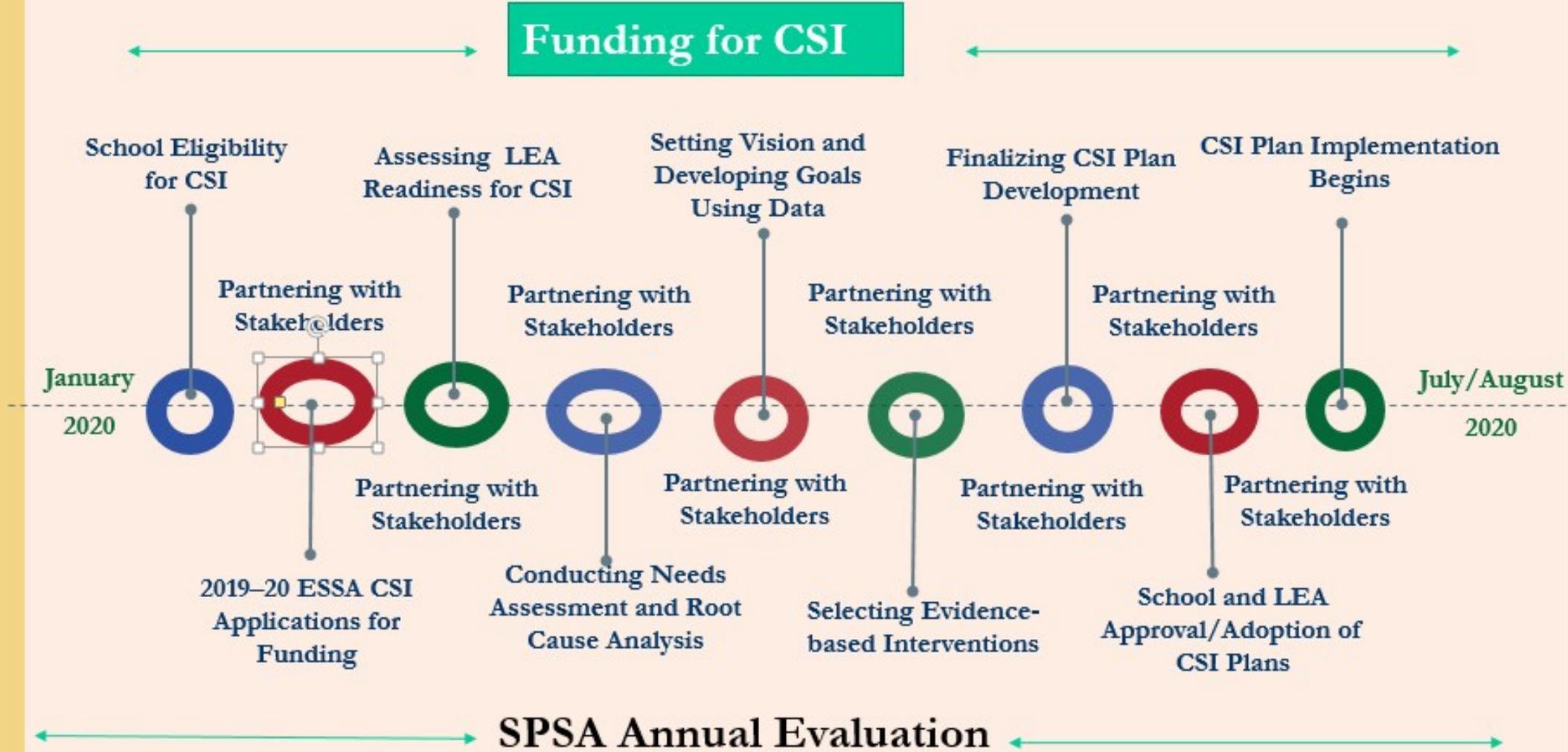
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CSI Planning Timelines



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Sample CSI Plan Timeline: Plan Development

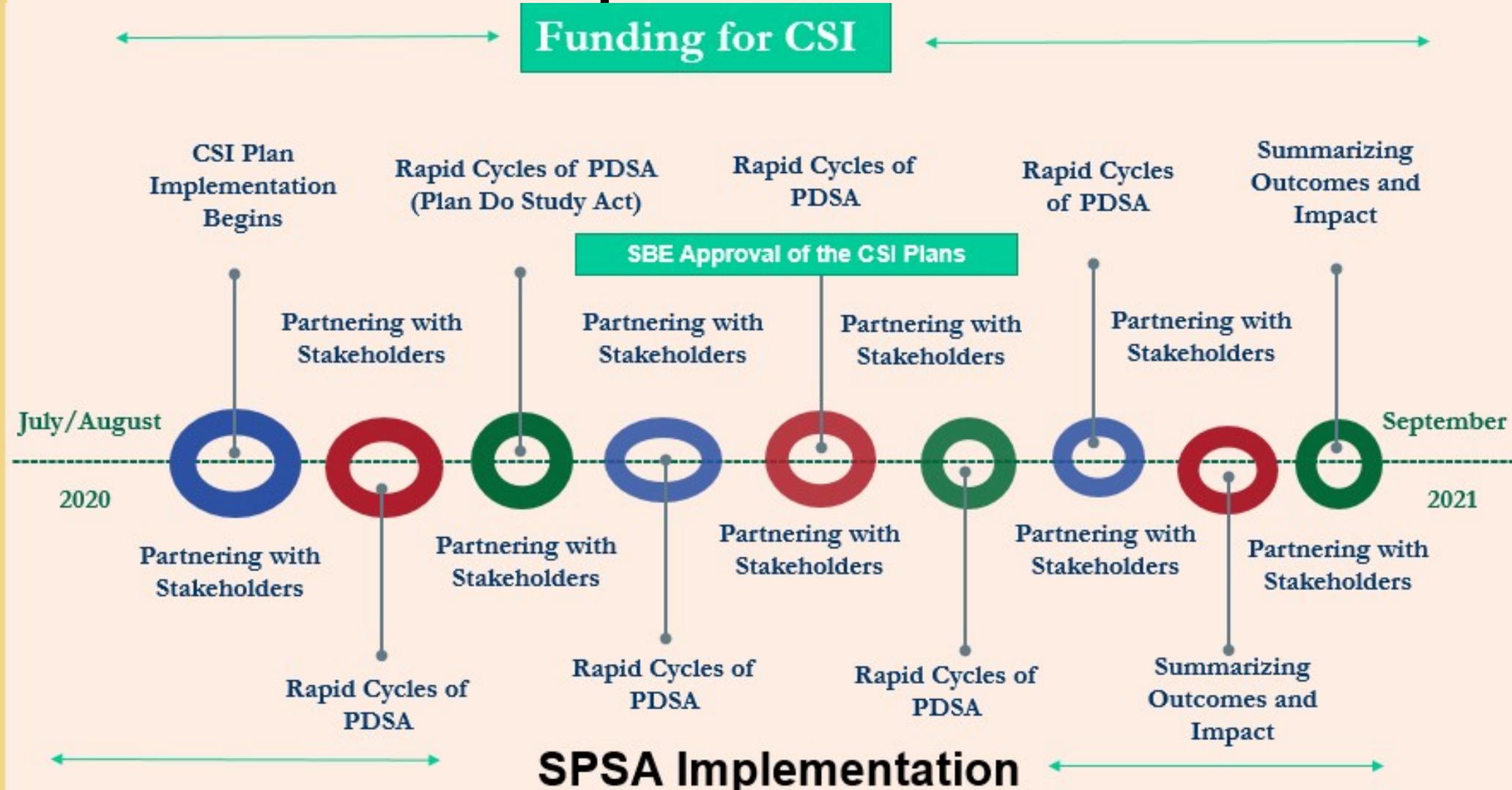


Reference the appendix for alternative text version

Sample CSI Plan Timeline: Plan Implementation



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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



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Appendix (1)

- **Slide 30**
- 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.



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Appendix (2)

Slide 31

- Grant Management And Reporting Tool (GMART)
- Select Grant (This is the page that allows the LEA to access the 2019–20 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:
- 2019–20 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).



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Appendix (3)

Slide 32

- 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.



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Appendix (4)

- There is a “Logoff” button if the LEA chooses to logoff.
- 2019–20 Every Student Succeeds Act Comprehensive Support and Improvement Local Educational Agency Application for Funding (title of the application for funding).
- Due: February 28, 2020
- 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.



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Appendix (5)

Slide 34

- **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 again identified for CSI in January 2020 based on the 2019 California School Dashboard.



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Appendix (6)

- Schools are eligible for CSI if they are a public high school with a graduation rate below 68 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.



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Appendix (7)

Slide 35

- TECHNICAL ASSISTANCE
- The CDE will conduct a webinar to walk through the process to complete the 2019–20 ESSA CSI LEA Application for Funding. The webinar will be conducted on February 5, 2020, 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>.



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Appendix (8)

- APPLICATION PROCESS
- The 2019–20 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) 2019–20 Comprehensive Support and Improvement Preliminary Funding Plan; and (6) Signatures.



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Appendix (9)

- In order to receive ESSA, Section 1003 funds, each eligible LEA must complete and submit the 2019–20 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.



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Appendix (10)

- **I have read above information, and would like to continue to Section 1 of the application.**
- There are two buttons with the following options: the LEA may select the “Save and Continue to Section 1” button or the “Save and Logoff” button.
- The two buttons are circled for emphasis.



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Appendix (11)

Slide 37

- Section 1: Intent to Apply
- Each local educational agency (LEA) with schools meeting the criteria for Comprehensive Support and Improvement (CSI) must submit the 2019–20 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.



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Appendix (12)

- 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.



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Appendix (13)

- **Please check one of the boxes below:**
- The LEA **intends** to apply for fiscal year (FY) 2019 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 2019 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.



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Appendix (14)

Slide 39

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.



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Appendix (15)

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.



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Appendix (16)

- I have read the above information and would like to proceed to Section 3 of the application.
- There are two buttons with the following options: the LEA may select the “Save and Continue to Section 3” button or the “Save and Logoff” button.
- The two buttons are circled for emphasis.



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Appendix (17)

Slide 41

- Section 3: Local Educational Agency Applicant Information
- Name of the School District (Name of the County)
- LEA Address
- Preliminary FY 2019 LEA Allocation Amount (in whole dollars)
- County/District Code
- NCES number
- DUNS number

The above data is circled for emphasis.



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Appendix (18)

- 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) 2019 LEA Allocation can be verified at <https://www.cde.ca.gov/sp/sw/t1/csileafiscalinfo.asp>
- LEAs can verify their DUNS number through the Online Public Update for Schools web page located at <https://www3.cde.ca.gov/opuscds/default.aspx>.



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Appendix (19)

- 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.



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Appendix (20)

Slide 42

- 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.



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Appendix (21)

- **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:



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Appendix (22)

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



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Appendix (23)

Slide 44

- Section 4: Narrative Responses
- The local educational agency (LEA) must provide complete responses to the four 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.



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Appendix (24)

- **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.



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Appendix (25)

- **Prompt 2:** In the box below, describe any separate monitoring process that the LEA will use to monitor schools that are identified for CSI. 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.
- **Prompt 3:** In the box below, describe how CSI funds will be used to support the needs assessment and root cause analysis process to address the reasons for identification and to ensure that interventions/strategies/activities align to the goals, actions, and services in the LCAP. **(Max 1000 characters)**
- Response 3: There is an empty text box for the LEA to enter its response.



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Appendix (26)

- 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 4:** 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 1000 characters)**
- Response 4: 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 “Save all Responses” to save your responses.
- There is a “Save all Responses” button and a “Clear all Responses” button.



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Appendix (27)

Slide 46

- Section 5: 2019–20 Comprehensive Support and Improvement Preliminary Funding Plan
- A table is shown with the following header rows:
- LEA Name
- Preliminary FY 2019 LEA Allocation
- The table data row shows:
- Santa Clara Unified
- \$100,000.00



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Appendix (28)

- 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:** The LEA will be required to adjust its Funding Plan when LEA allocation amounts are revised and determined to be final.



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Appendix (29)

- **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 2019 Amount of Funds Distributed
- LEA Action



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Appendix (30)

- 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.



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Appendix (31)

- 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 2019 Amount of Funds Distributed
- LEA Action



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Appendix (32)

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.



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Appendix (33)

Slide 47

- 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 2019–20 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.
 - The two signature boxes are circled for emphasis.



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Appendix (34)

- 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:



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Appendix (35)

- **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 are two buttons with the following options: the LEA may select the “Submit Application” button or the “Save and Logoff” button.
- The two buttons are circled for emphasis.



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Appendix (36)

Slide 48

- 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.



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Appendix (37)

Application Submission and Review History:

- A table is shown with the following header rows:
- Application Version
- Application Status
- Date and Time
- Name
- Notes



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Appendix (38)

- The table data row shows the following:
- 1
- Submitted
- 1/16/2020 10:23:31 AM
- Cristina French
- ***

The Notes column on the table is circled for emphasis.



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Appendix (39)

Slide 50

- Sample CSI Plan Timeline: Plan Development
- Funding for CSI (Boxed under Title) with arrows demonstrating Funding is ongoing during the entire period of Timeline
- A CSI Plan Development Timeline shows the following:
 - January 2020
 - School Eligibility for CSI
 - Partnering with Stakeholders
 - 2019–20 ESSA CSI Applications for Funding
 - Partnering with Stakeholders



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Appendix (40)

- Assessing LEA Readiness for CSI
- Partnering with Stakeholders
- Conducting Needs Assessment and Root Cause Analysis
- Partnering with Stakeholders
- Setting Vision and Developing Goals
- Partnering with Stakeholders
- Selecting Evidence-based Interventions
- Partnering with Stakeholders



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Appendix (41)

- Finalizing CSI Plan Development
- Partnering with Stakeholders
- School and LEA Approval/Adoption of CSI Plans
- Partnering with Stakeholders
- CSI Plan Implementation Begins
- July/August 2020

SPSA Annual Evaluation (Under Timeline) with arrows demonstrating Evaluation is ongoing during the entire period of the Timeline



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Appendix (42)

Slide 51

- Sample CSI Plan Timeline: Plan Implementation
- Funding for CSI (Boxed under Title) with arrows demonstrating Funding is ongoing during the entire period of Timeline
- A CSI Plan Implementation Timeline shows the following:
 - July/August 2020
 - CSI Plan Implementation Begins
 - Partnering with Stakeholders
 - Rapid Cycles of “Plan, Do, Study, Act” (PDSA)
 - Partnering with Stakeholders



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Appendix (43)

- Rapid Cycles of PDSA
- Partnering with Stakeholders
- SBE Approval of CSI Plans
- Rapid Cycles of PDSA
- Partnering with Stakeholders
- Rapid Cycles of PDSA
- Partnering with Stakeholders
- Rapid Cycles of PDSA
- Partnering with Stakeholders



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Appendix (44)

- Rapid Cycles of PDSA
- Partnering with Stakeholders
- Summarizing Outcomes and Impact
- Partnering with Stakeholders
- Summarizing Outcomes and Impact
- Partnering with Stakeholders
- September 2021

SPSA Implementation (Under Timeline) with arrows demonstrating implementation is ongoing during the entire period of the timeline