Ohio | Department of Education

CCIP Note # 447

Re: Expectations for Cohort 1 and ED STEPS Transition Timelines
Date: September 17, 2020
To: Superintendents, Treasurers, Authorized Representatives, Fiscal Representatives and Consolidated Funding Application Contacts of Cohort 1 Local Educational Agencies and Educational Organizations

A major component of the ED STEPS project is to transition to three-year planning cycles with annual funding applications aligned to those plans. In early Spring 2020, the Department assigned all local educational agencies (LEAs) and certain educational organizations to one of three *One Plan Cohorts* (click here for CCIP Note 430) and over the last year, the Department has piloted the three-year planning cycle process with a group of 40 diverse LEAs. Much was learned from this pilot group.

This communication is specifically targeted to Cohort 1 LEAs and Educational Organizations. A listing of cohort assignments may be found here. Cohort 1 LEAs and Educational Organizations will begin transitioning to three-year planning for the plans that serve the next three school years (SY) 2021-2022, 2022-2023, and 2023-2024. The planning process for Cohort 1 LEAs and Educational Organizations should begin in the next few months and start with identifying the needs over the next three years through the ED STEPS One Needs Assessment prototype tool that can be accessed through the OH|ID portal (click here for the portal). This tool is scheduled to be operational beginning late November 2020.

As we get closer to the beginning of the release of the One Needs Assessment tool and planning cycle (November), the Department will provide more guidance and support opportunities for the Cohort 1 districts. Currently, we are working on producing helpful training videos including testimonials and insights from members of the pilot districts, developing webinars on the One Plan components and root cause analysis and planning for in-person (or remote) training opportunities.

A concept of the ED STEPS project is to ensure collaboration and partnerships across all levels of the education community. The Department is working to implement efficiencies and is here to support your transition to ED STEPS. We hope the enhanced system, collaboration and a three-year planning cycle (supported by annual funding applications) helps everyone in their approach to *fund the plan, not plan to fund.*

Tentative Timelines and Suggested Steps

- November 2020: Release of the One Needs Assessment tool
- January 2021: Opening of the CCIP Planning Tool (to begin three-year planning)
- March 2021: LEA and Educational Organizations and building plan submission
- April-June 2021: Department review and support of LEA and Educational Organizations plans
- June 2021: LEA and Educational Organizations submits annual funding application

Tentative Timeline	**Step or Action**	**Suggestion**
November 2020	Release of the One Needs Assessment tool	Begin forming the LEA and school personnel groups to work collaboratively on this process and begin identifying needs and root causes
January 2021	Opening of the CCIP Planning Tool (to begin three-year planning)	Until the ED STEPS system is built, the CCIP Planning Tool will be used for the planning process. Utilizing the information from the One Needs Assessment and work with all stakeholders to

		develop SMART goals and strategies for the next three-year period. Attend trainings and review planning webinars, work with SSTs and support from the Office of Federal Programs and other offices.
March 2021	LEA and building plan submission due	Use the One Needs Assessment and One Plan information to begin thinking of the linkage of funding sources, including state and federal and potential competitive funds as funding applications become available. Work with the Department's cross-office plan review teams over the next few months.
April-June 2021	Department review and support of LEA plans	Address the Department's cross-office feedback on the plans you submitted; Prepare for the estimated funding levels to be released in May and June.
June 2021	LEA submits annual funding application	Submit a high-quality funding application aligned to the One Plan with necessary funding details. Ensure the funding aligns to allowable uses and is reasonable and necessary. Once the ED STEPS system is built, the concept is to have a streamlined funding application that can be approved more quickly. Help the Department identify areas within the funding application that can be streamlined.