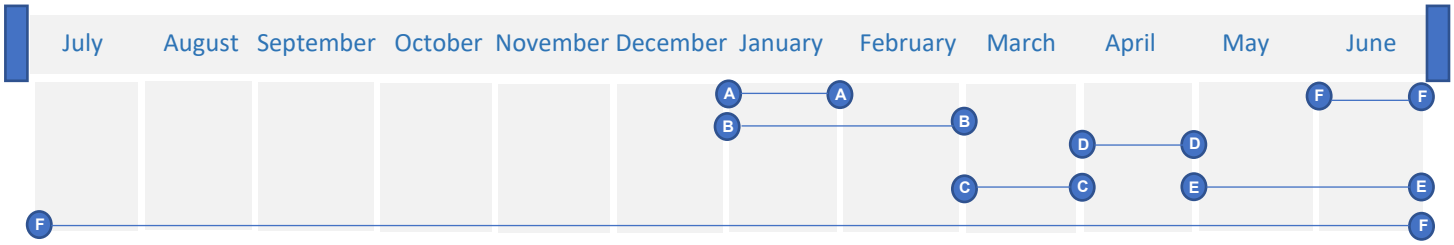
ED STEPS Cohort Timeline



A. January
The One Needs Assessment is released. Begin forming educational organization and school personnel groups to work collaboratively on this process and begin identifying needs and root causes. All districts must use the One Needs Assessment tool.

B. January – February
All districts are placed into one of three Cohorts to transition to their three- year planning. Cohort 2 begins three-year planning starting January 2022. Cohort 3 will submit a one-year plan.

The One Plan will open in January or February. Utilize the information from the One Needs Assessment to work with all stakeholders to develop SMART goals and strategies for the next three-year period.

Attend trainings, review planning webinars, work with SSTs and support from the Office of Federal Programs and other offices to develop the plan.

C. March
For those entities who are in their cohort year, district plans are due by March 31st. Use the information from the One Needs Assessment and One Plan to begin thinking of linkage to funding sources, including state, federal, and potentially competitive funds. Work with the Department's cross-office plan review teams over the next few months.

D. April
Building plans are due by April 30th for those who are in their cohort year. Utilize the information in the building One Needs Assessment to complete the One Plan.

E. May – June
Department review and support of cohort year plans. Make sure to address Department's cross-office feedback on the submitted plan. Prepare for estimated funding levels to be released in May and June.

F. June
For Cohort 3 (not including pilot districts), the deadline for the One Needs Assessment and One Plan is by the end of June.

Submit a high-quality funding application aligned to the One Plan with necessary funding details. Ensure the funding aligns to allowable uses and it reasonable and necessary. Funding applications are due June 30th for all cohorts and are to be completed annually. This is for a substantially approved date of July 1st.

G. July – June
Throughout the year, revise One Needs Assessment and One Plan if necessary.