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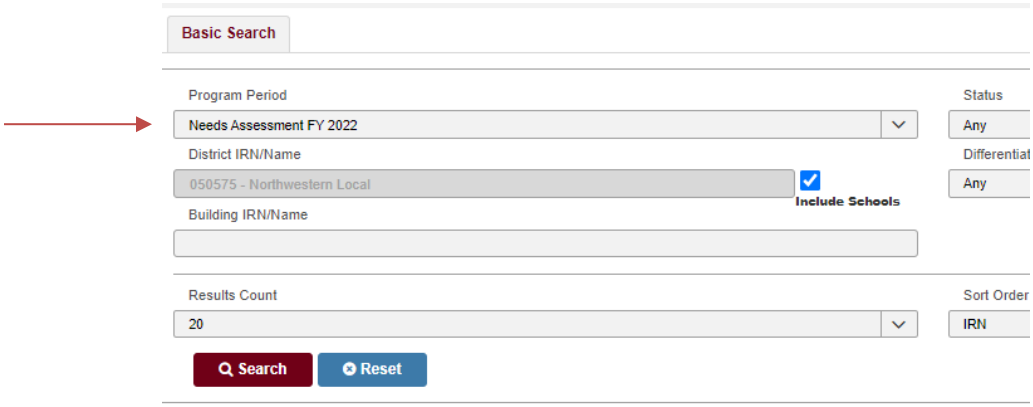
CCIP Note # 456

Re: Release of One Needs Assessment and Federal Programs FY21 Training Dates
Date: December 21, 2020 (REVISED January 26, 2021)
To: Superintendents, Treasurers, Authorized Representatives, Fiscal Representatives and Consolidated Funding Application Contacts of Consolidated Grant Recipients

Release of the One Needs Assessment

The One Needs Assessment is now available in the OH|ID Portal for all local education agencies and educational organizations that complete a consolidated funding application to access. This year, the system has been updated with new questions and priority needs categories. Additional updates to the system will be released including reporting functionality that captures school building progress in completing needs assessments and gathers building-level priority needs and root causes into a single location. Please note that previous to this week, the Fiscal Year 2022 One Needs Assessment was in a testing state and all testing data has been removed.

After signing into the One Needs Assessment platform, Cohorts 1, 2 and 3 will need to use the Fiscal Year 2022 survey. Members of the ED STEPS Three-Year Transition Pilot group will continue to use the Fiscal Year 2021 survey to make any updates to their three-year needs assessment and plans. The system should display as shown below to demonstrate that the user is in the Fiscal Year 2022 survey for Cohorts 1, 2 and 3.



Last year, the Ohio Department of Education created a One Needs Assessment prototype to prepare for the ED STEPS system design. At that time, all local education agencies (LEAs) were encouraged to use the One Needs Assessment tool but only certain LEAs were required to use it. *This year, all LEAs and educational organizations that complete a consolidated funding application in Cohorts 1, 2 and 3 are required to use the One Needs Assessment tool to fulfill the needs assessment requirement.* The CCIP Needs Assessment will no longer be available.

The planning process for Cohort 1 begins with the identification of needs over the next three years through the ED STEPS One Needs Assessment prototype tool. LEAs and educational organizations in Cohorts 2 and 3 will continue the one-year planning process within the One Needs Assessment until their Cohort's three-year planning cycle begins. Information regarding the cohort assignments may be found in CCIP note 430 including a listing of the Cohort assignments. Information regarding the timelines for Cohort 1 can be found in CCIP note 447 and for Cohorts 2 and 3 in CCIP note 451.

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One Needs Assessment Resources

Support and training resources can be accessed on the One Needs Assessment website here.

These resources include:

- One Needs Assessment User Manual
  - Guidance for accessing the system can be found in Chapter 2 – OEDS Role Assignments
- One Needs Assessment and One Plan Glossary
- One Needs Assessment Frequently Asked Questions
- One Needs Assessment Navigation Walkthrough Video
- One Needs Assessment Questions and Triggers Reference
- Root Cause Analysis Training Recording
- FY22 School Labels Flowchart
- One Needs Assessment Training Recording

If you have any questions, please contact your Office of Federal Programs Consultant or email EDSTEPS.OneNeedsAssessment@education.ohio.gov.

Office of Federal Programs FY21 Monthly Webinars - Monthly Topics and New Coordinators Academies

The Ohio Department of Education's Office of Federal Programs is hosting monthly training sessions for federal program coordinators. Two types of trainings will be offered: Federal Programs Monthly Topic Sessions, featuring a different focus area each month, and the New Coordinators Academy, a series of dedicated sessions for coordinators with two years of experience or less.

Federal Programs Monthly Topics Sessions

On the fourth Tuesday of each month from 10-11 a.m., the Office of Federal Programs will hold a session on a specific topic. Session dates and topics may be updated as needed. Planned topics and dates include:

OFP Monthly Series – Session Name	Date & Time (4th Tuesday unless otherwise noted)
One Needs Assessment: Facilitating a Needs Assessment & How to Identify Priority Needs	Tuesday, January 26, 2021 10:00 AM – 11:00 AM
English Learners – Title III	Tuesday, February 23, 2021 10:00 AM – 11:00 AM
Non-Public Equitable Services	Tuesday, March 23, 2021 10:00 AM – 11:00 AM
Wrapping Up Compliance System	Tuesday, April 27, 2021 10:00 AM – 11:00 AM
Homeless Education	Tuesday, May 25, 2021 10:00 AM – 11:00 AM
Funding the Plan with One Needs Assessment and One Plan	Tuesday, June 22, 2021 10:00 AM – 11:00 AM

- Jan.26: One Needs Assessment - Facilitating a Needs Assessment and How to Identify Priority Needs
- Feb.23: English Learners - Title III
- March 23: Nonpublic Equitable Services
- April 27: Wrapping up Compliance System
- May 25: Homeless Education
- June 29: Funding the Plan with One Needs Assessment and One Plan

As registration opens for each event in the coming weeks, the Office of Federal programs will announce session registration on the CCIP Home Page. More information about each session will be found in the STARS event when registration opens. Once registration opens, it can be accessed through the OH|ID Portal. To find the session information, search any of the following fields:

- Event Names: *Federal Programs CCIP Trainings*
- Keywords: *Federal Programs*, *CCIP*, *Consolidated Applications*

New Coordinators Academy

On the third Thursday of each month from 10-11 a.m., the Office of Federal Programs will host a New Coordinators Academy session. New coordinators will learn about activities they should attend to each month, how to create a system for compliance, key information on each fund, and how to navigate federal programs systems such as CCIP, Compliance and the Nonpublic Data System. Session dates and topics may be updated as needed. Planned topics and dates include:

New Coordinators Academy – Session Name	Date & TIme (3rd Thursday unless otherwise noted)
One Needs Assessment: What is a Comprehensive Needs Assessment?	Thursday, January 21, 2021 10:00 AM – 11:00 AM
Who are Vulnerable Youth?: What is Required in ESEA	Thursday, February 18, 2021 10:00 AM – 11:00 AM
Nonpublic Equitable Services: Why Do We Need to Provide Equitable Services?	Thursday, March 18, 2021 10:00 AM – 11:00 AM
Inventory of Required Documents & Compliance	Thursday, April 15, 2021 10:00 AM – 11:00 AM
McKinney-Vento Act and Foster Children	Thursday, May 20, 2021 10:00 AM – 11:00 AM
Completing the Funding Applications	Thursday, June 17, 2021 10:00 AM – 11:00 AM

As registration opens for each event in the coming weeks, the Office of Federal programs will announce session registration on the CCIP Home Page. More information about each session will be found in the STARS event when registration opens. Once registration opens, it can be accessed through the OH|ID Portal. To find the session information, search any of the following fields:

- Event Names: *Federal Programs CCIP Trainings*

- Keywords**:** *Federal Programs*, *CCIP*, *New Coordinators Academy*, *Consolidated Funding Application*

Each session in this series will include a presentation on the session topic followed by an opportunity for questions and answers. Registrants will have an opportunity to submit questions prior to the training.

These sessions will be held remotely in Microsoft Teams. A link to join each meeting will be shared in the STARS event. Participants can copy and paste the meeting link into a browser to begin the training session. The registration information includes an optional survey link to submit questions prior to the session.

Schools can contact their assigned Office of Federal Programs consultant with questions. Contact information for Office of Federal Programs consultants can be found in the CCIP address book, located in the OH|ID Portal. For additional assistance, please call the Office of Federal Programs at (614) 466-4161 or email federalprograms@education.ohio.gov.