

# ED STEPS: OEDS Roles Chart

## SUMMARY

ED STEPS components, One Needs Assessment, One Plan, and One Funding Application are accessed through a working OH|ID account. The assigned authorized representative or superintendent determines who has access, the type of access granted, and asks the OEDS-R administrator to assign roles in OEDS. There are two levels of access for ED STEPS: one allows a person to only view the application (reviewer/data view), while the second allows a person to view and change the application (data entry). Role assignments can be done at both the parent organization and building levels (Parent Only for Community Schools). The table below provides additional details on the roles and system access each role grants.

OEDS Role	One Needs Assessment	One Plan	One Funding Application
<b>Superintendent</b>  <b>Authorized Representative</b>	This role will have data entry access to the One Needs Assessment for the parent organization and all associated buildings within OEDS.  <i>Note: Please do not additionally assign the Data Entry- Decision Framework or Reviewer- Decision Framework roles.</i>	This role will have data entry access to the One Plan for the parent organization and all associated buildings within OEDS.  <i>Note: Please do not additionally assign the Data Entry Planning- CCIP or Data View Planning- CCIP roles.</i>	This role will have editing access to the One Funding Application for the LEA which includes approval of grant applications, Cash Requests, and Final Expenditure Reports.  <i>Note: Please do not additionally assign the Data Entry Funding- CCIP or Data View Funding- CCIP roles.</i>
<b>Treasurer</b>  <b>Fiscal Representative</b>	This role will have data entry access to the One Needs Assessment for the parent organization and all associated buildings within OEDS.  <i>Note: Please do not additionally assign the Data Entry- Decision Framework or Reviewer- Decision Framework roles.</i>	This role will have data entry access to the One Plan for the parent organization and all associated buildings within OEDS.  <i>Note: Please do not additionally assign the Data Entry Planning- CCIP or Data View Planning- CCIP roles.</i>	This role will have editing access to the One Funding Application for the LEA which includes approval of grant applications, Cash Requests, and Final Expenditure Reports.  <i>Note: Please do not additionally assign the Data Entry Funding- CCIP or Data View Funding- CCIP roles.</i>

OEDS Role	One Needs Assessment	One Plan	One Funding Application
<b>Principal</b>	<p>This role will have data entry access to the One Needs Assessment for the assigned building.</p> <p><i>Note: Please do not additionally assign the Data Entry- Decision Framework or Reviewer- Decision Framework roles.</i></p>	<p>This role needs to have the role of Data Entry Planning- CCIP to be able to edit their One Plan.</p>	<p>This role needs to have the role of Data Entry Funding- CCIP to be able to edit the One Funding Application for a parent organization.</p>
<b>Facilitator- Decision Framework</b>	<p>This role is assigned to SST consultants providing read-only access to Public Districts, Public Schools and Community Schools in their region.</p>	<p>This role is assigned to SST consultants providing read only access to Public Districts, Public Schools and Community Schools in their region.</p>	<p>Not applicable.</p>
<b>Data Entry</b>	<p><b>Data Entry- Decision Framework</b>  This role can be assigned at the parent organization or building level. If assigned at the parent level, it gives the assignee data entry (editing) ability for the parent organization and all applicable buildings. If assigned at the building level, data entry ability is provided for only the specific building.</p>	<p><b>Data Entry Planning- CCIP</b>  This role can be assigned at the parent organization or building level. If assigned at the parent level, it gives the assignee data entry (editing) ability for the parent organization and all applicable buildings. If assigned at the building level data entry ability is provided for only the specific building.</p> <p><i>Note: Please do not additionally assign the Data View Planning- CCIP Role.</i></p>	<p><b>Dat Entry Funding- CCIP</b>  This role is assigned at the parent IRN level within OEDS. If assigned, the user is able to edit, complete, and submit grant applications along with starting a Cash Request.</p> <p><i>Note: Please do not additionally assign the Data View Funding- CCIP Role.</i></p>

OEDS Role	One Needs Assessment	One Plan	One Funding Application
<b>Data View</b>	<p><b>Reviewer- Decision Framework</b></p> <p>This role can be assigned at the parent organization or building level. If assigned at the parent level, it gives the assignee read only (viewing) ability for the parent organization and all applicable buildings. If assigned to a building read only access is provided for only the specific building.</p> <p><i>Note: Please do not additionally assign Data Entry- Decision Framework.</i></p>	<p><b>Data View Planning- CCIP</b></p> <p>This role can be assigned at the parent organization or the building level. If assigned at the parent level, it gives the assignee read only (viewing) ability for the parent organization and all applicable buildings. If assigned to a building, read only access is provided for only the specific building.</p> <p><i>Note: Please do not additionally assign Data Entry Planning- CCIP.</i></p>	<p><b>Data View Funding- CCIP</b></p> <p>This role is assigned at the parent IRN level. If assigned, it gives the assignee read only (viewing) access to the associated IRN.</p> <p><i>Note: Please do not additionally assign Data Entry Funding- CCIP.</i></p>