CCIP Note #567

Re: One Funding Application Soft Launch
Date: February 24, 2025
To: Superintendents, Treasurers, Authorized Representatives, Fiscal Representatives, Consolidated Funding Application Contacts, and Nonpublic Principals

ONE FUNDING APPLICATION SOFT LAUNCH

The Ohio Department of Education and Workforce is excited to announce the upcoming soft launch of the One Funding Application. Starting on March 26, the One Funding Application will be accessible through the ED STEPS tile. Initially only entities that have an intent to apply for the Comprehensive Literacy State Development Grant and Equity for Each Grant will be using the system in March. All other grants will be integrated into the system during the regular annual timeframe in June.

What is a soft launch?

A soft launch is the release of a system or product to a targeted audience in advance of a full launch. The Department is using this approach to allow stakeholders to familiarize themselves with the One Funding Application prior to the official launch in June. For the March soft launch, certain system functionalities, such as the grant approval inbox, cash requests, and data collections, will not be available. Additional features of the system will be released from March through the official launch in June.

Transition From the Comprehensive Continuous Improvement Plan (CCIP)

An organization that has active funding in the CCIP for state fiscal year 2025 must close out that funding in the CCIP by submitting project cash requests and the Final Expenditure Report by Sept. 30. The One Funding Application is opening with funding for state fiscal year 2026 and onward. Carryover funds identified in the CCIP will be made available in the One Funding Application after the state fiscal year 2025 Final Expenditure Reports have been approved in the CCIP.

ONE FUNDING APPLICATION TRAINING

The Department is committed to ensuring that stakeholders have multiple opportunities to learn more about the One Funding Application. To accomplish this, the Department is providing a variety of training opportunities, including webinars and regional training, throughout April, May, and June.

Webinar Training Dates

Webinar training will focus on how to access the One Funding Application, basic navigation, the grant approval process, and more. All webinar sessions will cover the same content. To register for a webinar, select a date below and complete the online registration form.

Wednesday, April 16, 2025 from 10 a.m. to noon. Please use the following registration link.

Wednesday, May 14, 2025 from 10 a.m. to noon. Please use the following registration link.

Wednesday, June 11, 2025 from 10 a.m. to noon. Please use the following registration link.

Regional Training Information

The Department's ED STEPS unit is hosting in-person training sessions in April, May, and June. The training sessions in April and May will focus on the One Funding Application, specifically highlighting system access, navigation, the grant approval process, and more. In June, the regional training will be a live lab session format providing participants with real-time support as they complete their grant applications.

Session Format

The session will include a presentation or demonstration followed by an opportunity for questions and answers. Each location will provide morning and afternoon sessions. The morning session will run from 9-11 a.m. and is geared toward data entry users. The afternoon session will take place from 1-3 p.m. and is geared toward administrative personnel. Please remember to bring a laptop to the session.

Registration

Registration is available in STARS V2.0, which can be access through the OH|ID Portal under "Training and Registration." To find the session information, search the keyword "ED STEPS."

Event Name: ED STEPS Training - One Funding Application

Keywords for the Trainings: ED STEPS

April Dates

Monday, April 21 - Ross-Pike Educational Service Center, 475 Western Ave #E, Chillicothe, OH 45601

Tuesday, April 22 - Hamilton County Educational Service Center, 11083 Hamilton Ave. Cincinnati, OH 45231

Wednesday, April 23 - Educational Service Center of Lake Erie West, 2275 Collingwood Blvd., Toledo, OH 43620

Thursday, April 24 - Educational Service Center of Northeast Ohio, 6393 Oak Tree Blvd., Independence, OH 44131

Friday, April 25 - Columbus Metropolitan Library, 96 S. Grant Ave., Columbus, OH 43215

May Dates

Monday, May 12 - Hamilton County Educational Service Center, 11083 Hamilton Ave. Cincinnati, OH 45231
Tuesday, May 13 - Ross-Pike Educational Service Center, 475 Western Ave #E, Chillicothe, OH 45601
Thursday, May 15 - Columbus Metropolitan Library, 96 S. Grant Ave., Columbus, OH 43215
Tuesday, May 20 - Educational Service Center of Lake Erie West, 2275 Collingwood Blvd., Toledo, OH 43620
Thursday, May 22 - Educational Service Center of Northeast Ohio, 6393 Oak Tree Blvd., Independence, OH 44131

June Dates

Monday, June 16 - Educational Service Center of Lake Erie West, 2275 Collingwood Blvd., Toledo, OH 43620
Tuesday, June 17 - Columbus Metropolitan Library, 96 S. Grant Ave., Columbus, OH 43215
Wednesday, June 18 - Hamilton County Educational Service Center, 11083 Hamilton Ave. Cincinnati, OH 45231
Friday, June 20 - Educational Service Center of Northeast Ohio, 6393 Oak Tree Blvd., Independence, OH 44131
Tuesday, June 24 - Ross-Pike Educational Service Center, 475 Western Ave #E, Chillicothe, OH 45601

Direct questions about this transition or the trainings to EDSTEPS@education.ohio.gov.