Department of Education & Workforce

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Monthly Training Series

ESEA CONSOLIDATED GRANTS MONITORING

Department of Education & Workforce

TODAY'S AGENDA

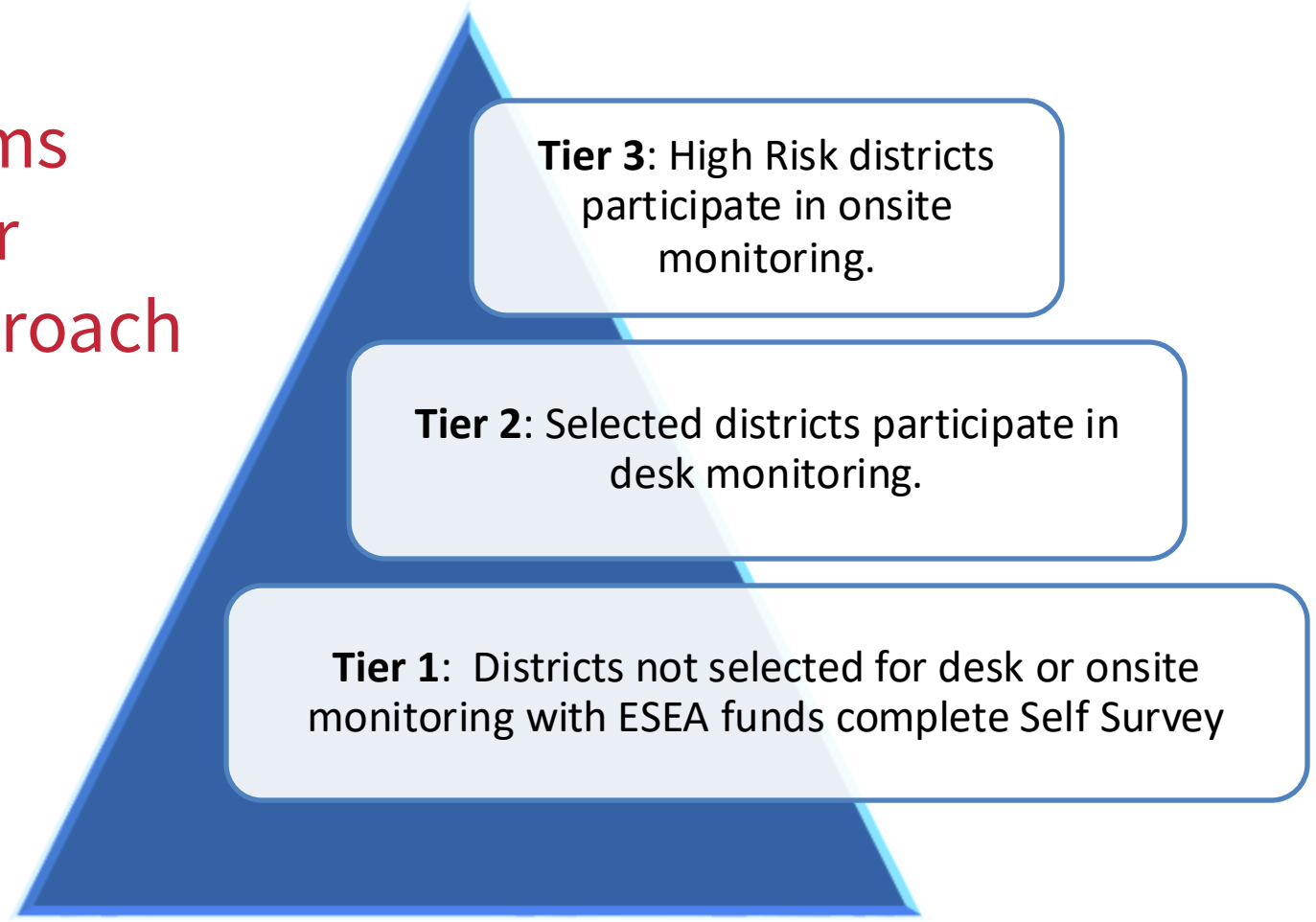
- ✓ Overview of process and Survey Types
- ✓ Review Risk Factors
- ✓ Discuss How to Best Prepare
- ✓ Provide General Timeline
- ✓ System and Demo and Walkthrough
- ✓ Final Reminders for Success
- ✓ Additional Resources

PURPOSE OF MONITORING

- Offer Support
- Strengthen Existing Programs
- Ensure Compliance
- Educate

MONITORING TIERS

Federal Programs uses a three-tier monitoring approach



CURRENT OFFICE PRACTICES AND RECENT UPDATES

- Cohort Aligned Monitoring
  - Focusing on only monitoring those LEAs in year 2 of their planning cycle
    - For FY27, this is **COHORT 2** LEAS (BASED ON YOUR ED STEPS COHORT)
- Monitoring of Prior Year
  - Fiscal records and evidence will be from Prior Fiscal Year
- Changes to questions
    - Narrowed and Focused Approach

CONSOLIDATED ESEA MONITORING RISK FACTORS

Office of Federal Programs Compliance Risk Factors and Scores (FY27)

1. New federal program coordinator at the Local Educational Agency (LEA) level, or the listed Federal Programs Coordinator is also listed as the Superintendent or Treasurer.

10	Less than 1 year or contact information not provided on CCIP Consolidated Application - Contacts page
5	1 to 3 years, or Federal Programs Coordinator is also listed as Superintendent or Treasurer.
0	4 to 5 years
-5	6+ years

2. Failed FY24 ESEA Maintenance of Effort:

10	Failed more than once within last 5 years
5	Failed once within last 5 years (Exemption)
0	Passed MOE

3. Size of the LEA total Elementary and Secondary Education Act (ESEA) award:

15	>$5,000,000
10	$1,000,000 to $5,000,000
5	$250,000 to $1,000,000
0	<$250,000

FY27 Risk Factors

TYPES OF SURVEYS/REVIEWS



Tier 1:
Self Survey

Tier 2:
Desk Review

Tier 3:
Onsite Review

A SELF SURVEY

A **self-survey is completed by the district only**. There is **no upload of documents or comments submitted** by the district. It is self-monitoring of the district's own practices and processes with ESEA programs. Self-surveys are due by June 30th.

Quick self-survey checklist:

- ❑ Review Questions and Required Evidence for Each Item in Survey
- ❑ Meet with Team to Determine Responsibilities for Collecting Evidence
- ❑ Determine Method of Evidence Collection and Storing of Evidence
- ❑ In Monitoring System, check off items in each section as completed
- ❑ Complete by June 30th

A DESK REVIEW

- Requires the district to complete survey questions and submit requested documentation.
- A virtual interview between the district and the monitoring consultant is then conducted.
- The review focuses on processes and procedures in for ensuring Compliance
- Interview dates are established by the monitoring consultant.

AN ON-SITE REVIEW

- Lead monitoring consultant and ESEA monitoring team conducts an in-person review.
- Prior to visit, the district uploads documentation into the monitoring system and answers survey questions.
- The team then conducts the onsite visit(s) and holds interviews with the district team.
- The monitoring team will meet to review and summarize both as a team and with the district.
- Additional steps and due dates are determined by the monitoring team.

GENERAL TIMELINE OVERVIEW

November-December	November-April	April-June
• Consultants notify districts with the monitoring “type” they are assigned • District will receive communication via email	• Monitoring surveys open for district access (Dec./Jan.) • District works to complete survey • Desk and on-sites are scheduled and conducted	• Surveys should be completed and monitoring wrapped up • Monitoring closes 6/30

SYSTEM NAVIGATION



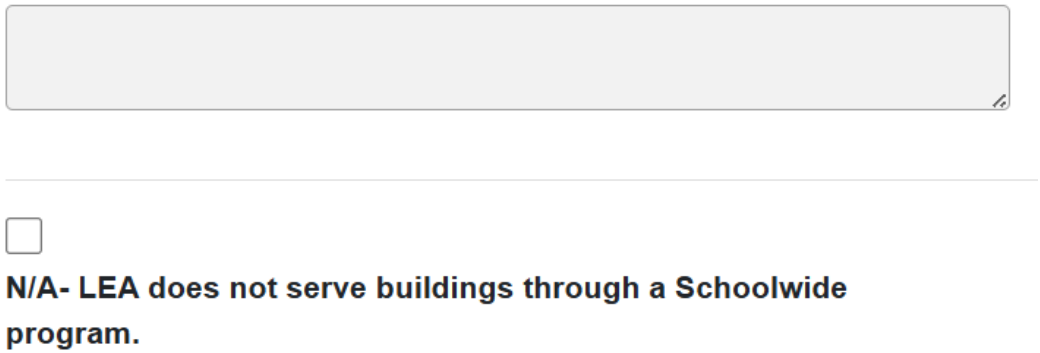
Navigation

Questions

Issues and Technical Assistance

CHANGES OF NOTE

- N/A option on questions



- New sequence



TECHNICAL ASSISTANCE VS ISSUE

Description	Technical Assistance	Issue
Determination	Minor concern. District usually has evidence, but an item is missing in documentation.	Concern that requires an action. No evidence, not an allowable activity, missing major elements in evidence.
Support	Consultation is provided.	Consultation is provided.
District Action	Discuss changes that need to be made with consultant and how best to achieve. Documented in system with technical assistance note.	Consultant makes recommendations in system. District must provide a corrective action plan in the system within 30 days.
New Evidence Required	No further actions needed.	Must upload evidence demonstrating compliance end date.
Impact on Next Year's Survey	No effect on next year's survey list.	May result in follow-up desk review on item identified.

CLOSING OUT

Once the Review is Complete…

- Work with Specialist on any outstanding items
- If Issue assigned and *unresolved*  ACTION PLAN REQUIRED
- If Issue assigned, but *resolved*  NO ACTION PLAN NEEDED
- No additional steps from LEA for Technical Assistance Items
- A Final report will be sent to all appropriate LEA officials once review is finalized.

PREPARING YOUR SCHOOL FOR SUCCESS

- Begin identifying your district monitoring team now!
- Decide who is responsible for:
  - ✓ Gathering and entering data
    - Programmatic
    - Fiscal
  - ✓ Submitting answers/documentation in the system
  - ✓ Communicating with other staff as needed
  - ✓ Communicating with DEW monitoring consultant
- Utilize forms that can be updated annually
- Remember to maintain records for minimum of 7 years

RESOURCES

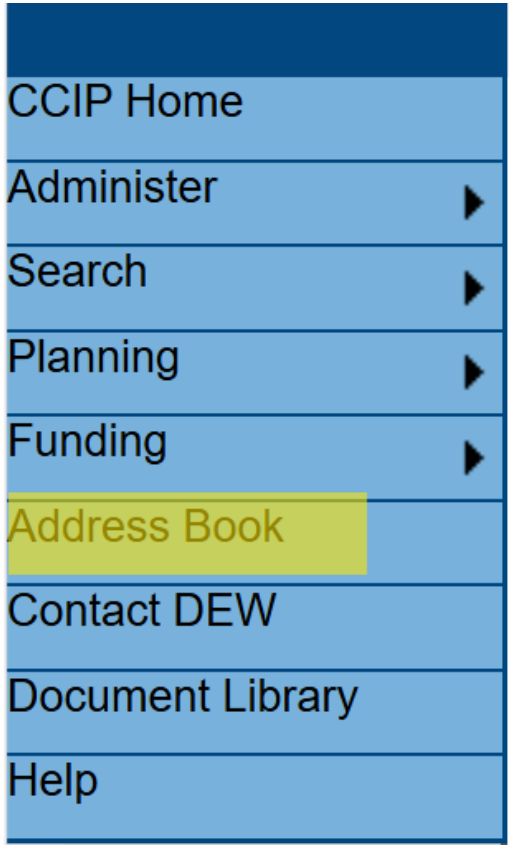
- FY27 Risk Factors
- Monitoring Manual
- FY27 Self-Survey
- FY27 Desk Review
- FY27 ESEA Onsite Review

CONTACT INFORMATION

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Entitlement Contacts

Application	Contact Type	Contact
Consolidated	District Contact DEW Application Contact	[redacted] Richardson, Randall

QUESTIONS?

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