2016 – 2017 NCLB Consolidated Federal Grant Application

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The Scoop

- Important Dates
- Guide to the NCLB Online Application
- Tips for Success
- Application Schedule Reminders
  - GS2100 – Applicant Information
  - SC5000 – Title I, Part A Campus Selection
  - PS3101 – Title I, Pt A & Title I, Pt D1
  - PS3109 – REAP Funding Transferability
  - BS6001 – Program Budget Summary and Support
  - BS6101 – Payroll Costs

Important Dates

- June 3
  - Final date to submit amendments
- June 6
  - Anticipated date 2016-2017 application will be available
- July 1
  - Submit date for LEAs with 12 month employees funded by grant
- September 5
  - 2016-2017 Application closes
Guide to the NCLB Online Application

- Access to eGrants
- Roles needed for completing the application
- Basic computer systems needed
- Applicant Designation and Certification (ADC)
- Application

Accessing eGrants – New Accounts

Access the eGrants system through TEA Secure Environment (TEA SE)

- Apply for access at www.TEA.texas.gov

- Select TEA Secure Applications Information located on top ribbon

Accessing eGrants – New Accounts

- On the eGrants row, select Request Access Online

- Request New Account
Accessing eGrants – New Accounts

- Select Application – eGrants Production
- Complete the form and submit
- Superintendent must approve the request

Accessing eGrants – Existing Accounts

- Select Add/Modify Application Access
- Complete the form and submit
- Superintendent must approve the request

Roles Needed in eGrants

At least two roles are needed to complete applications and reports in eGrants

- Grantee Official – Authorized Official
  - Authority to submit applications
  - Authority to bind the applicant in a contractual agreement

- Grantee Manager – Local project or business manager
  - Usually the primary or secondary contact
  - Assists in completing and saving data on forms and application
  - Access to complete reporting requirements
Roles Needed in eGrants

- Grantee Staff – Employees or contracted personnel
  - View application only
  - Access to write or edit reporting requirements

- Grantee Writer or Editor – Employee or contracted personnel
  - Assigned to write and edit the application
  - No access to reporting requirements

Basic Computer System Needed

- The eGrants system fully functions using:
  - PC compatible computer
  - Internet Explorer browser
    - IE versions 10 and above must enable compatibility view
  - Pop-up Blocker disabled

Need Technical Help?

Common questions and answers for eGrants are provided
- Access Frequently Asked Questions on TEA help desk
  https://txeduagency.zendesk.com/hc/en-us
- Still having problems? Submit a request
Accessing the Application

- Access the Application, forms, and reports
  - www.TEA.texas.gov -- Select TEASE Login
  - Select the “eGrants Production” system

Accessing the Application

- Once in eGrants, select the appropriate application from the droplist of eligible grants and click “Initiate”

Applicant Designation & Certification

- The first document to be completed is the Applicant Designation and Certification (ADC) form
- On the ADC select which grant program(s) the LEA is applying
Applicant Designation & Certification

- Use one of the following selections for each eligible funding source with a planning amount
  - Apply On Own
  - Apply as Fiscal Agent of SSA -- Shared Service Arrangement
  - Not Apply at All
  - Apply as Member of SSA
    - Select the Fiscal Agent from the drop list

Applicant Designation & Certification

Certify and Submit!
NCLB Consolidated Grant Application
Updates

Tips for Success

- Resources
  - Have copy of the 2015-2016 approved grant application for reference
  - Have copies of the comprehensive needs assessment (CNA) and/or campus improvement plans (CIP) available for reference
  - Have a basic idea of the activities and funding needs, based on the CNA/CIP for the programs planned for 2016-2017 and/or continuing from the 2015-2016 school/grant year

Tips for Success

Complete and save certain application schedules first

- GS2100 – Application Information
  - Have two contacts for the grant that are knowledgeable of the LEA’s program and fiscal needs and who can work with TEA staff regarding the grant application

- SC5000 – Campus Selection

2016-2017 NCLB Consolidated Federal Grant Application

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GS2100 – Applicant Information

- SC5000 – Title I, Part A Campus Selection
  - Refer to the SC5000 from the 2015-2016 NCLB Consolidated Grant
  - Campus Number, Campus Name, and Grade Spans are automatically populated from AskTED

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SC5000 – Title I, Part A Campus Selection

Per Pupil Amounts (PPA)
- Single Attendance Area LEAs can allocate PPA without any regard to low-income percentage.
- Multiple Attendance LEAs must follow rules for Title I, Part A eligible and served campuses
  - Must Rank and Serve campuses with a low-income rate greater than 75%
  - May serve campuses with 75% low-income rate and lower using “grade span groupings”
SC5000 – Title I, Part A Campus Selection

What if the PPA Validation Fails?

- First time: An error message will appear that lists line number(s) that need to be corrected.
- Second and third time: Error message again lists line number(s) that need to be corrected but offers option to submit a justification.

Example of SC5000
Total Campus Allocation:

- Columns in Red is what the eGrants system uses to calculate the Total Campus Allocation.
- Formula is based on the number of eligible students (percentage of low income) times the PPA amount entered.
- The difference between the Entitlement Amount and the Total Campus Allocation should be the district reservations entered on the PS3101.

SC5000 – Title I, Part A Campus Selection

- Report displays campuses by LEA and in Rank order.

PS3101 – Title I, Pt A and Title I, Pt D1

- Part 2: Funding Requirements
- Line a: If the Entitlement Amount is greater than $500,000, you must reserve at least 1% of funds for Districtwide Parent Involvement Activities.
- Line f: Services to Homeless Students
- Line g: Services to Students Residing in Local Facilities for Neglected
- Line h: Services to Students Residing in Local Facilities for the Delinquent
- Line i: Other (Specify)
PS3101 – Title I, Pt A and Title I, Pt D1

- LEAs are no longer identified for improvement.
- LEAs may transfer 100% Title II, Part A to Title I, Part A.
- Organizations may not redirect funds from Title I, Part A to any other program even if those funds were originally redirected to Title I, Part A, from another applicable program.

PS3109 – REAP Funding Transferability

- LEAs are no longer identified for improvement.
- LEAs may transfer 100% Title II, Part A to Title I, Part A.
- Organizations may not redirect funds from Title I, Part A to any other program even if those funds were originally redirected to Title I, Part A, from another applicable program.
BS6001 – Program Budget Summary

- Amendments submitted after any TEA fiscal adjustments:
  - If Funding Amount on PS3101 differs from Final Amount on BS6001, the system will prompt the LEA to open PS3101 and revise and save to align amounts.

BS6101 – Payroll Costs

- Reference 2015-2016 BS6101
  - Will the 2015-2016 positions continue to be funded by 2016-2017 grant funds?

- All positions should be supplemental, reasonable and necessary, and meet the intent and purpose of the fund source
  - Justification should include a brief description of the job and its responsibilities.
”Number” of positions not “funding” amount regardless of full time, part time, etc…

- 15 Full Time Employees 100% TIA = 15 positions
- 2 Part Time Employees 100% T3A = 2 positions
- 3 Full Time (50% T2A & 50% local) = 3 positions
LEAs must certify all funded “Other” positions starting with line 15.

Documentation must be maintained that clearly demonstrates the allowable and supplemental nature of the position and be able to provide such documentation to TEA upon request.

BS6101 – Payroll Costs

- New EDGAR requirements, certain activities require additional documentation
  - Educational Field Trips
  - Out of State Travel
  - Hosting or Sponsoring conference

- Maintained locally (Available upon TEA request)
  - PNP Equitable Services
  - Parent Involvement
  - NCLB Consolidated Administrative Funds
  - Use of Funds form (Capital Outlay)
Completing the Application

- Check the “View Errors” button on the Table of Contents page

Certify and Submit the Application

- “Grantee Official” must be logged into the eGrants system and select the “Certify and Submit” button

- Once selected, a window will open with the Table of Contents and require the Authorized Official’s contact information

Certify and Submit the Application

- Complete the authorized official information

- Click the second Certify and Submit button from this page

- If successfully submitted, this pop-up window will appear
The system will send a confirmation email that the application has been received by TEA.

Certify and Submit the Application

In order for TEA to award a NOGA for the 2016-2017 application, the LEA must complete and submit the 2015-2016 NCLB Gun Free report located below the application from last year.

Gun-Free Schools Report
Contact Information – NCLB Negotiators

- Regions 1, 2, 4, 11 (A-K, and ESC 11) and 19
  - Carlos.Garza@tea.texas.gov (512) 475-3615
- Regions 3, 9, 11 (L-Z), 12, and 14
  - Djuna.Scott@tea.texas.gov (512) 463-9427
- Regions 5, 6, 7, and 15
  - Nelli.Nino@tea.texas.gov (512) 463-4168
- Regions 8, 10, 13 (A-N, and ESC 13) and 18
  - Michael.Kuntz@tea.texas.gov (512) 936-6366
- Regions 13 (O-Z), 16, 17, and 20
  - Kerry.Manning@tea.texas.gov (512) 463-4407
- Regions 13 (O-Z), 16, 17, and 20
  - Yvonne.Flores@tea.texas.gov (512) 463-1587

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