Consolidated Application for ESSA-Funded Programs

Online Application Process – Consultation/Collaboration with Stakeholders

OFFICE OF ESSA-FUNDED PROGRAMS
Consolidated Application for ESSA-Funded Programs - AGENDA

- Every Student Succeeds Act (ESSA)
  - Accessing the Application
  - Consultation & Collaboration
  - Next Steps and NYSED Support
Every Student Succeeds Act (ESSA)

• Consistent with the requirements outlined in the Every Student Succeeds Act (ESSA), the New York State Education Department (NYSED) has developed its online Consolidated Application to support the timely administration of ESSA-funded programs to LEAs across the state.

• The application remains streamlined to focus on the required assurances from Section 8306 of ESSA, as well as programmatic and fiscal information that staff have determined is necessary to properly administer each program.

• The on-line platform dramatically improves NYSED’s capacity to collect and analyze district-provided data in a timely manner, and then utilize that data to provide targeted support to LEAs as part of shared continuous improvement efforts.
Accessing the Application

- To access the Business Portal and for additional guidance and support, please visit our web-site at: [http://www.nysed.gov/essa/schools/consolidated-application](http://www.nysed.gov/essa/schools/consolidated-application)

- *Additionally* - if the applicant has questions about various portions of the application, webinars are available, as well as additional resources, forms and other technical assistance materials.
All applicants, in developing their Consolidated Application for ESSA-Funded Programs, are required to provide evidence of consultation and collaboration with appropriate stakeholder groups by completing and uploading the “Consultation and Collaboration Documentation” form(s). (Please note - A separate consultation process is required for private schools. This process is addressed in the Equitable Services section of the application.)
**Consultation and Collaboration**

This form must be maintained on file by each LEA applying for funds under ESEA in order to document that appropriate consultation/collaboration has occurred or was attempted with required constituency groups as follows:

1. Representatives of required constituency groups who sign the form under their names in column 1 are effectively affirming that appropriate consultation has occurred. (The signature does not indicate agreement.) Supporting documentation (e.g., meeting agendas, minutes and rosters) must be maintained by the LEA, and information must be entered in column 1-7 (check X) in column 2-7.

2. For representatives of required constituency groups who have consulted with the LEA but whose signatures are unattainable, information must be entered in columns 1-8 (check X) in columns 2-7; supporting documentation (e.g., meeting agendas, minutes and rosters) must be maintained by the LEA.

3. For representatives of required constituency groups with whom the LEA attempted to consult/collaborate, but refused or were unavailable to do so, such information must be entered in columns 1-9 (check X in columns 2-9), and a check X must be entered in column 8 to indicate that the consultation did not occur. Appropriate documentation/explanation must be maintained on file in the district.

<table>
<thead>
<tr>
<th>Individual’s Name (Print Type &amp; Signature) AND Constituency Group</th>
<th>1</th>
<th>2 (Print or Type)</th>
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<th>8 (Reason for Unattainable)</th>
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Before proceeding, check to ensure that the following constituent groups are included, if applicable:

- Teachers
- Principals and/or Administrators
- Other School Leaders
- Paraprofessionals
- Specialized Instructional Support Personnel
- Other School Personnel
- Title I Parents

- Teachers
- Principals and/or Administrators
- Other School Leaders
- Paraprofessionals
- Specialized Instructional Support Personnel
- Parents
- Community Partners
- Organizations with Demonstrated Expertise

- Teachers
- Researchers
- Principals and/or Administrators
- Support Personal
- Parents and Family Members
- Community Members
- Public or Private Entities
- Institutions of Higher Education

- Teachers
- Principals
- Other School Staff
- Principals and/or Administrators
- Parents

- Teachers
- Other School Staff
- Principals and/or Administrators
- Parents

- Representatives
- Tribal Organizations

- “Representatives of required constituency groups who sign the form are effectively affirming that appropriate consultation has occurred… Supporting documentation (e.g., meeting agendas, minutes and rosters) must be maintained by the LEA…”

- Constituency groups are listed at the bottom of the form. It is important to take note of each different program area, as some changes have occurred as a result of ESSA.
Next Steps....

• The “Consolidated Application for ESSA-Funded Programs” is published in the Business Portal, with submissions due as delineated in the Submission Instructions section.

• Superintendents/CEOs and district staff should have received a system generated from conappta@nysed.gov notifying them that the application is now live.

• Additional webinars and guidance documents have been issued by the Office of ESSA-Funded Programs to provide on-going support and technical assistance.

• District staff should visit the NYSED Business Portal to ensure that user accounts and existing applications are up-to-date http://portal.nysed.gov.
NYSED Support

**TECHNICAL SUPPORT**
- Please contact the SEDDAS Help Desk at SEDDAS@nysed.gov to resolve any questions related to user accounts, password resets, the SEDDAS application, and assistance with the Business Portal itself.

**SURVEY CONTENT SUPPORT**
- Please contact the Office of ESSA-Funded Programs at (518) 473-0295 or via email at conapppta@nysed.gov if you have any questions or concerns regarding the content of the application/survey.

Thank You for Your Continued Collaboration!

**For Additional Guidance and Support**, please visit the [Consolidated Application for ESSA-Funded Programs website](#).