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EDUCATION DEPARTMENT  

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# Consolidated Application for ESSA-Funded Programs

Online Application Process – *Federal/State Assurances and  
Consultation/Collaboration*

**TITLE I SCHOOL AND COMMUNITY SERVICES OFFICE**

# Consolidated Application for ESSA-Funded Programs - AGENDA

- Every Student Succeeds Act (ESSA)
  - Accessing the Application
- Section 8306 Federal Assurances
  - Federal and State Assurances
  - 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

- The NYSED Business Portal may be accessed at <http://portal.nysed.gov>
- If necessary, users should select “*Reset Your Password*”, and then follow the instructions to restore their access.

NYSED Home Portal Home

Reset Your Password Log In

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Application Business Portal  
Portal Dashboard

**My Applications**

In order to view secure applications, you must be logged in. Please [Log In](#) to continue to your NYSED Business Portal Applications.

- Users may select “*Log In*” and log-in directly to enter the portal and view applications/surveys.

Sign In

Username vcorleone

Password .....

Sign in Cancel

# Accessing the Application

- After logging in, select “*SED Monitoring and Vendor Performance System*”.



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## My Applications

- > **SEDDAS User Guide**
- > SED Delegated Account System (SEDDAS)
- > SED Monitoring and Vendor Performance System

Dashboard for , [redacted]

### Welcome Message

Welcome to the NYSED Survey System (SEDMonitoring). You are seeing this page as you have been assigned Surveys by Multiple Areas. Please select a System from the list below to view Surveys for that System.

### Systems you are associated with

System	Actions
MVPs	<a href="#">View Surveys for MVPs</a>
Office of Early Learning	<a href="#">View Surveys for Office of Early Learning</a>
Race to the Top	<a href="#">View Surveys for Race to the Top</a>
Title 1 School and Community Services	<a href="#">View Surveys for Title 1 School and Community Services</a>

- Click on “*View Surveys for Title I School and Community Services*” to access surveys issued from our office.



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# Section 8306 Federal Assurances

**Survey Navigation**

- Introduction ✓
- Assurances & Consultation ✓
  - Section 8306 Assurances →
  - State and Federal Assurances ✓
  - Consultation & Collaboration ✓
- ESSA Programs ⚠
- Equitable Services ✓
- Budgets/Narratives ✓
- Submission Summary ✓

**Section 8306 Assurances Instructions**

Local educational agencies (LEAs) are required to answer questions marked with a red asterisk. If a required question has not been completed, the business portal will highlight it in red and the section of the application will be flagged. The applicant will be unable to submit the application to NYSED for final review if a required question remains unresolved.

Please refer to the *Documents* panel along the left of the application for additional information and access to forms and worksheets. Specific to this section, please refer to "[Application Assurances](#)" and "[ESSA Statute](#)" for a complete listing of assurances and certifications for Federal Program funds.

**Buttons:** Save, Save & Continue →

- The Section 8306 Assurances section of the application may be accessed by selecting it from the *Survey Navigation* panel.

- The *Documents* panel, also located along the left-hand side of the application, contains ESSA statutes and a comprehensive set of application assurances for LEA reference.



# Section 8306 Federal Assurances

- The items in this section come directly from Section 8306 of federal statute.
- Each item is identified by its specific sub-section.

**Section 8306 Assurances** [Edit Group Details](#) [Delete Group](#)

SEC. 8306 [20 U.S.C. 7846] – Any applicant, other than a state education agency that submits a plan or application under this Act, shall have on file with the state education agency a single set of assurances, applicable to each program for which a plan or application is submitted, that provides the following:

**1** The LEA assures that each program will be administered in accordance with all applicable statutes, regulations, program plans and applications.  
SEC. 8306. [20 U.S.C. 7846](a)(1) \*

Report Title: Federal Assurance 1

☐ YES, the LEA provides the above assurance.

[Edit Question](#) [Delete](#) [Add Question Above](#) [Add Sub-Question](#) [Add Conditional Page](#) [Copy](#) [Move](#)

**2** The LEA assures that the control of funds provided under such programs and title to property acquired with program funds will be in a public agency or in an eligible private agency, institution, organization, or Indian Tribe, if the law authorizing the program provides for assistance to those entities.  
SEC. 8306. [20 U.S.C. 7846](a)(2)(A) \*

Report Title: Federal Assurance 2A

☐ YES, the LEA provides the above assurance.

[Edit Question](#) [Delete](#) [Add Question Above](#) [Add Sub-Question](#) [Add Conditional Page](#) [Copy](#) [Move](#)

- Each item of this section of the application is required, as indicated by a red asterisk.
- When saving, an error message will appear if a required question has gone unanswered.

- Note – an application cannot be submitted if an unanswered item has not been addressed.

# State and Federal Assurances

**Survey Navigation**

- Introduction
- Section 8306 Assurances
- State and Federal Assurances
  - State and Federal Assurances
- Consultation/Collaboration
- Fiscal Information
- Program Information
- Accountability Information

**2017-18 LEA Application for ESSA-Funded Programs Instructions**

**State and Federal Assurances Instructions**

LEAs are instructed to complete all sections, and are required to answer questions marked with an asterisk (\*). If a question has not been completed, the business portal will highlight it in red and the section of the application will be unable to submit the application to NYSED for final review if a required question remains unanswered.

Please refer to the Supporting Documents section of the application for additional information. Specific to this section, please refer to "[Application Assurances](#)" and "[ESSA Statute](#)" for a complete set of certifications for Federal Program funds.

**State and Federal Assurances**

- Similar to the Section 8306 Assurances section, the *Documents* panel contains ESSA statutes and a comprehensive set of application assurances that should be referred to for additional information.

- The State and Federal Assurances section of the application may be accessed by selecting it from the *Navigation Panel*.



# State and Federal Assurances

- This section of the application consists of multiple assurance groups – from general state and federal assurances, to specific program assurances. Each group is labeled at the top.

## State and Federal Assurances

- 1 The following assurances and certifications are a component of your application. By responding "YES" to this item, you are ensuring accountability and compliance with applicable State and federal laws, regulations, and grants management requirements.

### Federal Assurances and Certifications, General:

- Assurances – Non-Construction Programs
- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters
- Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

### Federal Assurances and Certifications, ESEA:

The following are required as a condition for receiving any federal funds under the Elementary and Secondary Education Act.(ESEA)

- ESEA Assurances
- School Prayer Certification

Please refer to "Application Assurances" in the Supporting Documents section of this survey for a complete listing of assurances and certifications for Federal Program funds.

\*

- ☐ YES, the LEA provides the above assurances.

## Title I Assurances

- 2 ESSA Section 1112(c) requires each local educational agency plan shall provide assurances that the local educational agency will:

- (1) ensure that migratory children and formerly migratory children who are eligible to receive services under this part are selected to receive such services on the same basis as other children who are selected to receive services under this part;
- (2) provide services to eligible children attending private elementary schools and secondary schools in accordance with section 1117, and timely and meaningful consultation with private school officials regarding such services;
- (3) participate, if selected, in the National Assessment of Educational Progress in reading and mathematics in grades 4 and 8 carried out under section 303(b)(3) of the National Assessment of Educational Progress Authorization Act (20 U.S.C. 9622(b)(3));
- (4) coordinate and integrate services provided under this part with other educational services at the local educational agency or individual school level, such as services for English learners, children with disabilities, migratory children, American Indian, Alaska Native, and Native Hawaiian children, and homeless children and youths, in order to increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program;

- Each item in this section of the application is required, and must be addressed before an applicant can submit.

# State and Federal Assurances

- Seven assurance groups in all must each be addressed in this section of the application.

## State and Federal Assurances

- 1 The following assurances and certifications are a component of your application. By responding "YES" to this item, you are ensuring accountability and compliance with applicable State and federal laws, regulations, and grants management requirements.

### Federal Assurances and Certifications, General:

- Assurances – Non-Construction Programs
- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters
- Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

### Federal Assurances and Certifications, ESEA:

The following are required as a condition for receiving any federal funds under the Elementary and Secondary Education Act (ESEA):

- ESEA Assurances

## Title III Assurances

- 8 ESSA Section 3116(b)(4) requires that each local educational agency (LEA) submit, as a condition of receiving federal funds, an assurance that:
- (A) each local educational agency will ensure that, throughout, each school year, each school

## Supplement Not Supplant (Part 2 of 7)

## McKinney-Vento Assurances

- 10 The LEA assures that it will comply with the McKinney-Vento Act of 1986, which requires that the LEA ensure that homeless students participating in its educational program are not denied the same educational opportunities as other students.

## Title I Assurances

- 2 ESSA Section 1112(c) requires each local educational agency (LEA) to ensure that:
- ensure that migratory children and for services on the same basis as other children
  - provide services to eligible children at meaningful consultation with private schools
  - participate, if selected, in the National Assessment of Educational Progress (NAEP) section 303(b)(3) of the National Assessment of Educational Progress (NAEP)
  - coordinate and integrate services provided at the state, local, and school level, such as services for English learner children, and homeless children and youth, and instructional program;

## Title II Assurances

- 6 ESSA Section 2102(b)(2) requires that each application submitted by a local educational agency (LEA) include:
- (E) an assurance that the local educational agency will comply with the requirements of the law regarding children and teachers); and
- (F) an assurance that the local educational agency will coordinate and integrate services provided through the agency with professional development activities provided through the agency.
- ☐ YES, the LEA provides the above assurances.

## Migrant Education Program Assurances

- 11 The LEA assures that, to the extent that it has received federal funds for the Migrant Education Program, it will ensure that the funds are used in accordance with the requirements of the law, including the Statewide Identification & Recruitment of Migrant Students (SIMS) program, and that the information from a regional Migrant Education Program is used to ensure that all applicable laws and regulations, including ("FERPA") (20 U.S.C. §1232g; 34 CFR Part 101.11) are followed.
- ☐ YES, the LEA provides the above assurances.

# Consultation and Collaboration

- All applicants are required to provide evidence of consultation and collaboration with appropriate stakeholder groups by uploading the “Consultation and Collaboration Documentation” form(s).

(Please note - A separate consultation process is required for private schools. This process will be addressed in the *Equitable Services* section of the application)

The screenshot shows the 'Consultation & Collaboration' section of an application. At the top, a yellow banner contains instructions: 'Please refer to the Documents panel along the left of the application for additional information and access to forms and worksheets. Specific to this section, please refer to the “2018-19 Consultation and Collaboration Documentation” form for additional information.' Below this, a numbered list item (1) states: 'The Every Student Succeeds Act (ESSA) contains several provisions requiring LEAs to consult and/or collaborate with various groups in the development of the LEA's application/program with respect to each Title. Please identify individuals from the appropriate constituency groups using the 2018-19 Consultation/Collaboration Form(s), and upload completed forms with original signatures.' A 'PLEASE NOTE' follows: 'Multiple forms may be uploaded as needed to accommodate all stakeholders involved in the consultation and collaboration process. \*'. Below the text, there is a 'Report Title: Consult Collab' field. At the bottom, there is a file upload area with a 'Choose File' button (showing 'No file chosen') and an 'Add Another Upload' button.

- Constituency groups are listed at the bottom of this section. It is important to take note of each different program area, as some changes have been made.

## Constituency Groups:

- Title I, Part A - Teachers, Principals and/or Administrators, Other School Leaders, Paraprofessionals, Specialized Instructional Support Personnel, Other School Personnel, and Title I Parents
- Title II, Part A - Teachers, Principals and/or Administrators, Other School Leaders, Paraprofessionals, Specialized Instructional Support Personnel, Parents, Community Partners, and Organizations with Demonstrated Expertise
- Title III, Part A - Teachers, Researchers, Principals and/or Administrators, Parents and Family Members, Community Members, Public or Private Entities, and Institutions of Higher Education
- Title IV, Part A - Teachers, Principals, Other School Leaders, Specialized Instruction Support Personnel, Parents, Students, Community-Based Organizations, and Local Government Representatives
- Title V, Part B - Teachers, Other School Staff, Principals and/or Administrators, Parents

**PLEASE NOTE** - Consultation with appropriate private school representatives will be addressed in the *Equitable Services* section of the application using the “Written Affirmation of LEA Consultation with Private School Officials Form.”



# 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](mailto:conappta@nysed.gov) notifying them that the application is now live.
- Additional webinars and guidance documents have been issued by the Title I School and Community Services Office 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](mailto: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 Title I School and Community Services Office at (518) 473-0295 or via email at [conappta@nysed.gov](mailto:conappta@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.



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