

Consolidated Federal Programs Timeline

Task	Month	Category
New CFP application opens for LEAs - Allocations will include unawarded (reallocated) carryover	April	Grants Management
Submit new Schoolwide Waivers - Due April 30th	April	Grants Management
Submit final CFP grant amendment - Due April 1 st	April	Grants Management
Attend the CFP Annual Conference	April	Professional Development
Submit Intent to Transfer Requests to the Agency 30 days prior to making a transfer	Ongoing	Grants Management
Submit CFP Applications - Due June 30 th	June	Grants Management
Submit the Title I Participation Report - Due June 30 th	June	Data
Equitable Services End of Year Report (Satisfaction Letters)	June	Grants Management
Equitable Services Final Calculations and Actual Expenditures	June	Grants Management
Substantial Approval begins the date the original application is submitted or July 1st, whichever is later	July	Grants Management
AOE load Final Allocations to GMS	July	Grants Management
AOE trains new CFP Team Leaders in the GMS	July	Professional Development
Submit final Reimbursement Request for the prior year	July	Grants Management
AOE provides Equitable Services calculation to Independent Schools	August	Data
Review and distribute the Parent and Family Engagement Policy & School Parent Compact to each school	September	Grants Management
Submit the allocation request on the Use of Title II Funds Report to USDOE	September	Data
AOE will notify LEAs of Desk Monitoring Focus Areas	September	Monitoring

Hold a Title I Meeting at each school served with Title I funding	September	Grants Management
LEA can create an amendment once the Grant Award Notification (GAN) is generated and Closeout Reports are approved	September	Grants Management
Distribute a copy of the CFP assurances to all administrators in the LEA	September	Grants Management
Submit Comparability Monitoring in GMS - Due October 31st	October	Monitoring
Submit Maintenance of Effort Documentation - Due October 31st	October	Monitoring
Attend CFP 101 Training for New CFP Team Leaders	October	Professional Development
Submit the required AOE 3.0 for period ending September 30 th - to calculate 15% carryover	October	Grants Management
AOE sends 15% Title I Carryover Letters to the LEAs	November	Grants Management
AOE notifies LEAs who is selected for onsite CFP Monitoring	December	Monitoring
Disseminate annual LEA and school report cards, or the link to the "State Snapshot"	December	Data
AOE conducts onsite CFP Monitoring Visits of LEAs (January - March)	January	Monitoring
AOE releases Equitable Service Data for Independent Schools	February	Data
Consult with Independent Schools for next year's application	February	Grants Management
AOE Reallocate the forfeited Title I 15% carryover funds	February	Grants Management
Assess whether grant spending is going according to plan and amendment application if necessary.	February	Grants Management
Identify the members of your CFP Team and engage in systemic consultation as required by ESSA. Member must include teachers, administrators, parents and independent school representatives.	February	Grants Management
Draft Title I Targeting and Ranking Data using an estimated allocation and census data from DC06	February	Grants Management
Submit the LEAs Indirect Rate Application - Due March 13 th	March	Grants Management