

**MARYLAND STATE DEPARTMENT OF EDUCATION**  
**2015-2016 Calendar of Document Due Dates**  
**Program Improvement and Family Support Branch**  
**PROGRAM IMPROVEMENT GRANTS**

<b>TITLE I, PART A (Maria Lamb &amp; MSDE Points of Contact)</b>				
<b>Document</b>	<b>Description</b>	<b>Submission Format</b>	<b>Notes</b>	<b>Date due to MSDE</b>
<b>Attachment 7 for SY 2015-16</b>	Title I, Part A section of the LEA Master Plan to ensure federal programmatic and fiduciary compliance and to issue Title I, Part A grant awards.	Master Plan Attachment 7  Electronic and Hard Copy	Final submission hard copy, and signed C-1-25 & Assurance with Master Plan.  FINAL approved must be submitted in PDF on DocuShare.	First Submission <b>October 15, 2015</b> Final Submission <b>November 18, 2015</b>
<b>Comparability Report for SY 2015-16</b>	Federal law requires that all LEAs document that the services provided with state and local funds in Title I schools are comparable to those provided in non-Title I schools in the LEA.	Signed hard copy report and electronic version sent to Sharon Williamson	Form A with signatures, and appropriate Title I schools comparisons to non-Title I schools forms as outlined in the guidance. Forms must be submitted along with evidence of change.	<b>December 1, 2015</b>
<b>Grant Amendments</b>	Amendments must be sent for: 1) changes to the Grant Period; 2) reallocation of funds to a different category/program and/or object, (\$1,000 or 15% of the total object, program, or category of expenditure, <i>whichever is greater</i> ); 3) increases the amount of the grant; 4) programmatic change; or 5) change of address, fiscal agent or grant manager.	Original copy	For all grants	<b>Amendments must be submitted at least 45 days prior to the end of the grant period.</b>
<b>Title I, Part A - Carryover Report for SY 2015-16</b>	Section 1127(a) of ESEA permits a school system to carryover not more than 15% of Title I funds from one fiscal year to the next.	Hard copy including the Allocation Worksheet and Electronic version to Specialists	Estimate Carryover Allocation Worksheet (Table 7-11)  Final Carryover Report in hardcopy	<b>December 14, 2015</b>
<b>Title I Final Fiscal Report</b>	LEA final fiscal report for FAIN S010A130020			<b>October 31, 2015</b>

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<b>Title I Interim Report</b>	LEA interim progress report for FAIN S010A150020			<b>July 15, 2016</b>
<b>Participation Report for 2015-16</b>	Data collected on student and school demographics, compiled, and sent in the Consolidated State Performance Report and EdFacts/Education Data Exchange Network (EDEN) files to USDE.	Excel data collection tool updated annually	LEA also prepares Excel student level files for upload to the SST: Private, TAS, SWP 0-2, and Local Neglected. These are used to verify data in the aggregate report.	<b>August 7, 2015</b>

**TURNAROUND GRANTS**

<b>TITLE I, PART A - SCHOOL IMPROVEMENT GRANTS 1003(a) FOCUS SCHOOLS GRANTS ( Nola Cromer )</b>				
Document	Description	Submission Format	Notes	Date due to MSDE
<b>1003(a) Focus Schools Grant</b>  <b>Nola Cromer</b>	Up to \$4,920,000 one year grant for schools identified as Focus Schools under Maryland's ESEA Flexibility Plan. Focus Schools may request \$30,000 to \$120,000 to implement activities/strategies to help to close the achievement gap.	LEAs may submit electronic copies in one of two windows - August 14, 2015, or September 1, 2015. LEAs will submit a hard copy of approved application.	Interim and final reports will be due. Grantees must submit: <ul style="list-style-type: none"> <li>● Interim Progress Report</li> <li>● Final Progress Report</li> <li>● Final Financial Report</li> </ul>	<b>February 27, 2016</b> <b>December 31, 2016</b> <b>January 31, 2017</b>

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**TITLE I, PART A - SCHOOL IMPROVEMENT GRANTS 1003(a)  
APPROACHING TARGETS SCHOOLS GRANTS  
( Mary Cross)**

<b>Document</b>	<b>Description</b>	<b>Submission Format</b>	<b>Notes</b>	<b>Date due to MSDE</b>
<p><b>1003(a) Approaching Targets (AT) Grants</b></p>	<p>Under Maryland's ESEA Flexibility Plan, schools with at least one sub-group missing its AMO in either reading or math are designated as Approaching Target Schools.</p> <p>Initial funding began in SY 2012 - 2013 with 112 AT Schools. During SY 2014- 2015, total funding of \$4,576,875 supported 236 AT Schools.</p> <p>There will not be new AT funds for the 2015-16 School Year. Monitoring for this school year, except for one LEA, will be completed by September. Additional monitoring with select LEAs, if needed, will be determined by the Lead Specialist, based on technical assistance and other communication with LEAs.</p> <p>**December, 2015 dates apply except for those LEAs that receive grant extensions. In these cases, the dates for the December Reports will be by the second month after the approved end date for the grant activities--the date in the approved amendment.</p>	<p>Applications were received as hard copies with signed C-12-5 and assurances</p>	<ul style="list-style-type: none"> <li>● Final Progress Report</li> <li>● Final Financial Report</li> <li>● Differentiated Onsite or Desk Monitoring has will be conducted with LEAs, determined bbased on communications with LEAs</li> </ul>	<p><b>AT 14-15 School Year grants, final submission date, September 15, 2015</b></p> <p><b>AT 14-15 Special Grants, due August 15, 2015.</b></p> <p><b>December 31, 2015</b></p> <p>**Any additional monitoring, if needed, will be determined by Lead Specialist, and scheduled with LEAs that receive AT Grant funds.</p> <p>Mid-year Reports and Final Reports required</p>

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**TITLE I, PART A - SCHOOL IMPROVEMENT GRANTS 1003(g)**  
**SCHOOL IMPROVEMENT GRANTS (SIG)**  
**( Tina McKnight, Kelly Coates, Gail Clark Dickson)**

Document	Description	Submission Format	Notes	Date due to MSDE
<b>1003(g) School Improvement Grant.</b>	<p>\$6.6 million grant for the state's lowest achieving schools (Cohort SIG III) beginning 2014 - 2015 and continuing in 2015 - 2016 school year.</p> <p>One Cohort SIG III school closed in Prince George's at the end of SY 2014 - 2015. One Cohort SIG III school remain in Prince George's for SY 2015 - 2016.</p> <p>The one Cohort SIG III school in Baltimore City began in SY 2014 - 2015 and continues in SY 2015 - 2016.</p> <p>All Cohort SIG III schools are funded from July 1, 2014 - September 30, 2017.</p>	Revise approved plan on required MSDE template.	<p>MSDE monitoring teams will conduct monitoring three times each year.</p> <p>Priority Leads will conduct three LEA program and fiscal monitoring</p>	<p><b>School Intervention Plans are due no later than September, 1, 2015</b></p> <p><b>Monthly fiscal reports are by the 15th of each month</b></p> <p><b>Quarterly Reports</b></p>

**ESEA Flexibility Priority Schools**  
**Funded through Title I, Part A Reservation**  
**( Tina McKnight, Kelly Coates, Gail Clark Dickson)**  
**(Nola Cromer/Tina McKnight Title I Points of Contact)**

Document	Description	Submission Format	Notes	Date due to MSDE
<b>Title I Part A, 20% Reservation for Priority Schools under ESEA Flex</b>	<p>Priority Schools were identified during 2013 - 2014 school year.</p> <p>All Priority Schools are funded with Title I, Part A during SY 2015-2016.</p>	Attachment 7	<p>MSDE monitoring teams will conduct monitoring three times each year.</p> <p>Priority Leads will conduct three LEA program and</p>	<p><b>School Intervention Plans are due no later than September, 1, 2015</b></p>

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			fiscal monitoring	<p><b>Monthly fiscal reports are by the 15th of each month</b></p> <p>Quarterly Reports</p>
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**SUPPORT FOR AT-RISK POPULATIONS GRANTS**

<b>TITLE I, PART C - MIGRANT EDUCATION (Cvieta Jovanovich)</b>				
<b>Document</b>	<b>Description</b>	<b>Submission Format</b>	<b>Notes</b>	<b>Date due to MSDE</b>
<b>Title I, Part C Migrant Education</b>	MEP Performance Report (LEA)	1 hard Copy and 1 electronic	Reports are completed by LEA receiving grants	<b>August 14, 2015</b>
<b>Data Collection Pam Bennett</b>	Migrant Project Applications	1 Hard Copy Original Signatures, as well as Electronic	Two regional applications (Somerset and Queen Anne's Counties)	<b>April 10, 2015</b>

<b>TITLE I, PART D-NEGLECTED AND DELINQUENT (Valerie Ashton-Thomas)</b>				
<b>Document</b>	<b>Description</b>	<b>Submission Format</b>	<b>Notes</b>	<b>Date due to MSDE</b>
<b>Subpart 2 Title I, Part D Neglected and Delinquent</b>	Title I, Part D, Subpart 2 - LEA (Attachment 12) of the Master Plan to ensure federal programmatic and fiduciary compliance and to issue grant awards.	Master Plan Attachment 12	<p>Final submission hard copy, and signed C-1-25 &amp; Assurance with Master Plan</p> <p>Grant NOGA processed following the first submission.</p>	<b>October 15, 2015</b>

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<u>Data Collection</u> <b>Kristi Peters</b>  <b>Genevieve Barrow Gongar</b>	Federal Reporting in Consolidated State Performance Report and EdFacts/Education Data Exchange Network (EDEN) files to USDE.	Excel data collection tool	Annual participation data for federal submission	<b>November 2, 2015</b>
	Annual Count for funding purposes	Data collection forms from USDE and NDTAC	Annual point in time count for both Subpart I and Subpart 2	<b>December 11, 2015</b>
<b>Subpart 1 Title I, Part D Neglected and Delinquent</b>	Title I, Part D, Subpart I - State Agencies to ensure federal programmatic and fiduciary compliance and to issue grant awards.	Electronic and Hard Copy	Grant NOGA processed following the first submission.	<b>August 21, 2015</b>
<u>Data Collection</u> <b>Kristi Peters</b>  <b>Genevieve Barrow Gongar</b>	Federal Reporting in Consolidated State Performance Report and EdFacts/Education Data Exchange Network (EDEN) files to USDE.	Excel data collection tool	Annual participation data for federal submission	<b>November 2, 2015</b>
	Annual Count for funding purposes	Data collection forms from USDE and NDTAC	Annual point in time count for both Subpart I and Subpart 2	<b>December 11, 2015</b>

**McKinney-Vento Homeless Education Grants  
(Valerie Ashton-Thomas)**

Document	Description	Submission Format	Notes	Date due to MSDE
<b>McKinney-Vento Homeless Education</b>	Title I, Part A and McKinney-Vento sub-grants to ensure federal programmatic and fiduciary compliance and to issue grant awards.	Electronic and Hard Copy	Final submission hard copy, and signed C-1-25 & Assurance Grant NOGA processed following the first	<b>August 21, 2015</b>

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	Federal Reporting in Consolidated State Performance Report and EdFacts/Education Data Exchange Network (EDEN) files to USDE.	WebSurveyor as well as flags in the Attendance Data Set	submission.  Annual counts and participation data for homeless students and McKinney-Vento served population	<b>October 1, 2015</b>
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