

EGMS Program Reviews

Organizations and LEAs

Instructions Part 2:

Responding to the Preliminary Report in EGMS



A young girl with her arms raised in a classroom setting, wearing a yellow shirt. The background is a warm, yellow-toned image of a classroom with other children.

Responding to the Preliminary Report in EGMS

Content

Instructions

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- Submitting Responses to Grantor (OSPI)
- When Additional Assistance is Needed



Accessing the Preliminary Report of Determinations

The OSPI Team Lead will send the Preliminary Report through an email notification to the Team Lead.

This Preliminary Report displays the determinations for each item, actions required, and general program technical assistance.

Sandbox: Notification to Organization: Program Review PreliminaryReport

⚠️ "k12.wa.us" doesn't seem to be the real sender of this message

OSPI Support Team <egms.support@k12.wa.us>

Friday, December 01, 2023 3:42:28 PM

Show pictures

12-1-2023

RE: Program Review Preliminary Report

This email is preliminary to the final closure report. This Preliminary Report includes technical assistance for items which current evidence indicates are not fully implemented. Your organization will now have time to address the items remaining. Please work with your OSPI Team Lead to determine the time needed to address the remaining items. Please provide additional evidence or descriptions for the remaining items at this link and found below.

Fully Implemented:

Program Name	Focus Area Name	Monitoring Item Number	Monitoring Item Title	Actions Required
Consolidated Grant Program Review Test	Title II, Part A	6.1	Teacher certification	
Consolidated Grant Program Review Test	Title IV, Part A	18.2	Distribution of Funds	

Exemplar:

Program Name	Focus Area Name	Monitoring Item Number	Monitoring Item Title	Actions Required
Program Review Test--Fiscal		15.2	Accounts Payable Charges	

Partially Implemented:

Program Name	Focus Area Name	Monitoring Item Number	Monitoring Item Title	Actions Required
Consolidated Grant Program Review Test	Title I, Part A	1.1	Ranking and Allocating	Please submit expenditure report for Title I Elementary School

Not Implemented:

Program Name	Focus Area Name	Monitoring Item Number	Monitoring Item Title	Actions Required
Consolidated Grant Program Review Test	Title IV, Part A	18.1	Comprehensive Needs Assessment	Please submit evidence that the district performed a comprehensive needs assessment

Technical Assistance:

Program Name	Focus Area Name	Technical Assistance
Program Review Test--Fiscal		Please refer to our webpage for additional information about tracking expenditures under the correct funding source. https://www.k12.wa.us/policy-funding/grants-grant-management/consolidated-program-review/fiscal-guidance

Organization/LEA users can also access the Preliminary Report email in the Collab tab with the Program Review.

- 1. Click on Monitoring tab
- 2. Program Reviews (in left menu)
- 3. View icon (green eye)

Washington Office of Superintendent of PUBLIC INSTRUCTION Education Grants Management System

Grants Portal

Monitoring

Program Reviews - All

Search...

Showing 1 to 5 of 5 records

EGMS ID	Review Type	Program Review Title	Program Review Dates ↓	OSPI Team Lead	Organization Team Lead	Status	Actions
MON-00057	Program & Fiscal	Program Review & Support	8/28/2023 - 2/29/2024	Test27 OSPI TestAccount27	Auburn Admin	Submitted to Grantor	

Total Records: 5

4. Click on Collab tab
5. Find the Preliminary Report email notification in the System Emails section
6. Click on the View icon (green eye) to open it.

The screenshot shows a web application interface with a navigation bar at the top. The 'Collab' tab is highlighted with a red box. Below the navigation bar, there are three main sections: 'My Feed', 'Messages', and 'System Emails'. The 'System Emails' section is expanded, showing a table of email records. The first row of the table is highlighted with a red box, indicating the email notification mentioned in the instructions.

Created Date ↓	From Address	To Address	Subject	Actions
09/14/2023 9:07 AM	ospitestaccount27@yopmail.com	auburn.admin@yopmail.com	Notification to Organization: Program Review Preliminary Report	
08/25/2023 2:25 PM	auburn.admin@yopmail.com	ospitestaccount01@yopmail.com	Notification: 2023 Organization Documentation Submitted for Auburn	
08/25/2023 2:25 PM	auburn.admin@yopmail.com	ospitestaccount10@yopmail.com	Notification: 2023 Organization Documentation Submitted for Auburn	

7. Preliminary Report email opens in a pop-up window.

System Email

Created Date
12/1/2023, 3:42 PM

From

To

CC

Subject
Notification to Organization: Program Review Preliminary Report

Body Content

12-1-2023

RE: Program Review Preliminary Report

This email is preliminary to the final closure report. This Preliminary Report includes technical assistance for items which current evidence indicates are not fully implemented.

Your organization will now have time to address the items remaining. Please work with your OSPI Team Lead to determine the time needed to address the remaining items.

Please provide additional evidence or descriptions for the remaining items at this [link](#) and found below.

Fully Implemented:

Program Name	Focus Area Name	Monitoring Item Number	Monitoring Item Title	Actions Required
Consolidated	Title II		Teacher	



Notifying Organization/LEA Reviewers

The LEA Team Lead will notify the staff assigned to a Program Checklist that the preliminary determinations have been made and there are items they need to respond to.

To do that click on the “Notify Program Reviewers” button at the top right of the screen.

The screenshot displays the 'Education Grants Management System' interface. The top navigation bar includes 'Opportunities', 'Applications', 'Grants', and 'Monitoring'. The left sidebar contains various task and activity categories. The main content area shows a 'Program Review & Support' entry for EGMS ID 'MON-00048' with a status of 'Report Sent to Organization' and subrecipient 'Auburn School District'. A progress bar indicates the review process is nearly complete, with steps: Created, Sent to Organization for Response, Submitted to Grantor, Report Sent to Organization, and Closed. Below this is a 'Programs and Review Items' table with 4 records. The 'Notify Program Reviewers' button is highlighted with a red box.

Washington Office of Superintendent of PUBLIC INSTRUCTION

Education Grants Management System

Grants Portal

Opportunities Applications Grants Monitoring

Search

Search...

All

Tasks

My Tasks

Pending Tasks

Completed Tasks

Activities

Monitoring Activities

Schedule

Program Reviews

Payments

Reimbursements

Refunds

Reporting

Progress Reports

Recently Viewed

Program Review

Program Review & Support

EGMS ID: MON-00048

Status: Report Sent to Organization

Subrecipient Organization: Auburn School District

Created

Sent to Organization for Response

Submitted to Grantor

Report Sent to Organization

Closed

Overview Program Review History Collab

Programs and Review Items

Search...

* Records are sorted by Created Date ascending order

Showing 1 to 4 of 4 records

	Program	Focus Area	OSPI Program Reviewers	Organization Program Reviewers	Technical Assistance Entered?	Items Addressed?	Actions
+	Program Review Test--Fiscal		Test19 OSPITestAccount19	Auburn Admin	Yes	✗	🔄 📄
+	Consolidated Grant Program Review Test	Title II, Part A	Test10 OSPITestAccount10	Auburn Admin	No	✓	🔄 📄
+	Consolidated Grant Program Review Test	Title I, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✗	🔄 📄
+	Consolidated Grant Program Review Test	Title IV, Part A	Test1 OSPITestAccount01	Auburn Admin	No	✗	🔄 📄

Total Records: 4

Edit Submit to Grantor Notify Program Reviewers

This email notification will be sent to all those staff assigned to a Program Checklist.

If you need to notify only a small number of staff, you could also send an email through the Collab tab with more specific details.

Sandbox: You have been assigned as a program reviewer for programreview MON-00048

⚠️ "k12.wa.us" doesn't seem to be the real sender of this message

👤 OSPI Support Team <egms.support@k12.wa.us>

🕒 Friday, December 01, 2023 2:56:25 PM

🖼️ Show pictures

You have been assigned as a program reviewer for program review Program Review & Support. Please use this link to access the program review.

Please reach out to your Team Lead with any concerns or questions regarding this program review.

Thank you.



Accessing General Program Technical Assistance

Some Programs may add general Technical Assistance with tips, resources, or recommendations for program improvement.

- To view any general Technical Assistance, click on the Technical Assistance icon (blue document) for any row with a "Yes" in the "Technical Assistance Entered?" column.

Washington Office of Superintendent of PUBLIC INSTRUCTION Education Grants Management System

Grants Portal

Search

Program Review & Support








EGMS ID: MON-00048 Status: Report Sent to Organization Subrecipient Organization: Auburn School District

Created Sent to Organization for Response Submitted to Grantor Report Sent to Organization Closed

Overview Program Review History Collab

Programs and Review Items

Showing 1 to 4 of 4 records

Program	Focus Area	OSPI Program Reviewers	Organization Program Reviewers	Technical Assistance Entered?	Items Addressed?	Actions
Program Review Test--Fiscal		Test19 OSPITestAccount19	Auburn Admin	Yes	✗	
Consolidated Grant Program Review Test	Title II, Part A	Test10 OSPITestAccount10	Auburn Admin	No	✓	 
Consolidated Grant Program Review Test	Title I, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✗	 
Consolidated Grant Program Review Test	Title IV, Part A	Test1 OSPITestAccount01	Auburn Admin	No	✗	 

Total Records: 4

Edit Submit to Grantor Notify Program Reviewers

After you click on the Technical Assistance icon (blue document) a window will pop-up with the Technical Assistance.

The screenshot displays the 'Education Grants Management' interface. A 'Technical Assistance' modal window is open, showing the following content:

Technical Assistance

Description
Please refer to our webpage for additional information about tracking expenditures under the correct funding source.

<https://www.k12.wa.us/policy-funding/grants-grant-management/consolidated-program-review/fiscal-guidance>

The background interface includes a sidebar with navigation options: Search, Tasks, My Tasks, Activities, Monitoring Activities, Schedule, Program Reviews, Payments, Reimbursements, Refunds, and Reporting. The main content area shows a 'Program Review & Support' section with 'EGMS ID: MON-00048' and a 'Created' status. Below this is a 'Programs and Review Items' table with the following data:

Program	Focus Area	OSPI Program Reviewers	Organization Program Reviewers	Technical Assistance Entered?	Items Addressed?	Actions
Program Review Test--Fiscal		Test19 OSPITestAccount19	Auburn Admin	Yes	X	[Icons]
Consolidated Grant Program Review Test	Title II Part A	Test19 OSPITestAccount19	Auburn Admin	No	[Icon]	[Icons]



Reviewing Initial Determinations

To review the determinations, do the following:

1. Click on the "Program Review" tab
2. Click on the plus sign icon to expand the program checklist.
3. Review the Determination and Actions Required as needed.
4. Scroll through the **Review Items** section to view determinations.

Washington Office of Superintendent of PUBLIC INSTRUCTION | Education Grants Management System | Grants Portal

Monitoring | Opportunities | Applications | Grants

Program Review & Support | Edit | Submit to Grantor | Notify Program Reviewers

EGMS ID: MON-00048 | Status: Report Sent to Organization | Subrecipient Organization: Auburn School District

Created | Sent to Organization for Response | Submitted to Grantor | Report Sent to Organization | Closed

Overview | **Program Review** | History | Collab

Programs and Review Items

Program	Focus Area	OSPI Program Reviewers	Organization Program Reviewers	Technical Assistance Entered?	Items Addressed?	Actions
Program Review Test-Fiscal		Test19 OSPITestAccount19	Auburn Admin	Yes	✘	
Consolidated Grant Program Review Test	Title II, Part A	Test10 OSPITestAccount10	Auburn Admin	No	✔	

Showing 1 to 1 of 1 records

Item #	Title	Description	Risk Score	Determination	Actions Required	Actions
6.1	Teacher certification	The LEA must ensure that all teachers meet applicable state cert, Sec. 2101(c)(4)(B)(i)(I)		Fully Implemented		

Total Records: 1

Consolidated Grant Program Review Test	Title I, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✘	
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Responding to Items Not Fully Implemented

On the Overview tab, indicates the number of days to respond to the preliminary determinations (LEA Days).

The screenshot displays the 'Education Grants Management System' interface. The top navigation bar includes 'Opportunities', 'Applications', 'Grants', and 'Monitoring'. The left sidebar contains various menu items such as 'Search', 'Tasks', 'My Tasks', 'Activities', 'Monitoring Activities', 'Schedule', 'Program Reviews', 'Payments', 'Reimbursements', 'Refunds', 'Reporting', and 'Recently Viewed'. The main content area shows a 'Program Review & Support' card for EGMS ID 'MON-00057' with a status of 'Submitted to Grantor' and subrecipient 'Auburn School District'. A progress bar indicates the workflow: Created, Sent to Organization for Response, Submitted to Grantor, Report Sent to Organization, and Closed. Below the progress bar, the 'Overview' tab is selected and highlighted with a red box. The 'General Information' section includes fields for Review Type, Start Date, End Date, OSPI Team Lead, and Organization Team Lead. The 'Due in Days' field is highlighted with a red box and shows a value of 28. The 'Description' section provides details about the program's focus and includes a list of reviewed programs.

EGMS ID	Status	Subrecipient Organization
MON-00057	Submitted to Grantor	Auburn School District

Review Type	OSPI Team Lead	Organization Team Lead
Program & Fiscal	Test27 OSPITestAccount27	Auburn Admin

Start Date	End Date	Due in Days
08/28/2023	02/29/2024	28

To respond to items not fully implemented do the following:

1. Click on the "Program Review" tab
2. Click on the plus sign icon to expand the program checklist.
3. Review the Determination and Actions Required as needed.
4. Click on Actions (green eye icon) to see details

Washington Office of Superintendent of PUBLIC INSTRUCTION Education Grants Management System







Grants Portal

Monitoring


Created Sent to Organization for Response Submitted to Grantor Report Sent to Organization Closed

Overview **Program Review** History Collab



Programs and Review Items

	Program	Focus Area	OSPI Program Reviewers	Organization Program Reviewers	Technical Assistance Entered?	Items Addressed?	Actions
<input type="checkbox"/>	Program Review Test--Fiscal		Test27 OSPITestAccount27	Auburn Admin	Yes	✘	 
<input type="checkbox"/>	Consolidated Grant Program Review Test	Title II, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✔	 
<input type="checkbox"/>	Consolidated Grant Program Review Test	Title I, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✘	 

Review Items

	<input type="checkbox"/>	Item # ↑	Title	Description	Risk Score	Determination	Actions Required	Actions
<input type="checkbox"/>	<input type="checkbox"/>	1.1	Ranking and Allocating	Title I, Part A funds are used for eligible schools and fi	2	Partially Implemented	Please submit expenditure report for Title I Eleme	

Total Records: 1

<input type="checkbox"/>	Consolidated Grant Program Review Test	Title IV, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✘	 
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Total Records: 4

Edit Submit to Grantor Notify Program Reviewers

After clicking on Action icon, a window (View Review Item) will pop-up displaying the complete actions required.

View Review Item

▲ Review Item Information

Program	Focus Area	Review Item #
Consolidated Grant Program Review Test	Title I, Part A	1.1
Title	Description	Determination
Ranking and Allocating	<i>Title I, Part A funds are used for eligible schools and follow the ranking and allocating rules. [ESSA Section 1113(a)(b)]</i>	Partially Implemented
Risk Score		
2		

▲ Actions Required

Actions Required
Please submit expenditure report for Title I Elementary School

Grants Portal

Organization Closed

* Records are sorted by Created Date ascending order

Item #	Title	Description	Risk Score	Determination	Actions Required	Actions
1.1	Ranking and Allocating	<i>Title I, Part A funds are used for eligible schools and follow the ranking and allocating rules. [ESSA Section 1113(a)(b)]</i>	2	Partially Implemented	Please submit expenditure report for Title I Elementary School	

Total Records: 1

Once the Actions Required have been reviewed and the LEA is ready to upload Notes or Attachments in response to those requirements, the LEA can do the following:

1. Click on the plus icon to expand the Review Items, displaying the "Evidence" and the "Notes and Attachments" sections.
2. Click on the "Add" button in the "Notes and Attachments" to upload a note or an attachment that reflects the actions required.

Washington Office of Superintendent of PUBLIC INSTRUCTION Education Grants Management System Grants Portal

Monitoring

	Program Review Test--Fiscal		Test27 OSPITestAccount27	Auburn Admin	Yes		
	Consolidated Grant Program Review Test	Title II, Part A	Test27 OSPITestAccount27	Auburn Admin	No		
	Consolidated Grant Program Review Test	Title I, Part A	Test27 OSPITestAccount27	Auburn Admin	No		

Review Items

Showing 1 to 1 of 1 records

<input type="checkbox"/>	Item # ↑	Title	Description	Risk Score	Determination	Actions Required	Actions
	1.1	Ranking and Allocating	Title I, Part A funds are used for eligible schools and fi	2	Partially Implemented	Please submit expenditure report for Title I Eleme	

Evidence

Showing 1 to 1 of 1 records

Item #	Evidence Description	Evidence Met?
A	Submit expenditure Reports for each school	

Total Records:1

Notes and Attachments

Showing 1 to 1 of 1 records

Type	Related Evidences ⓘ	Description	File Name	Last Updated By	Last Updated On	Actions
Note	A	testing	N/A	Auburn Admin	12/01/2023 3:26 PM	

Add


If selected "Attachment" in the Type field, a new action icon allowing to upload the file will pop-up.



5. Click on the Upload Document Actions icon  (blue cloud with up arrow).

6. In the pop-up window click on "Choose File".

7. In the folder pop-up, select the appropriate document from your files.









8. Click Save

Notes and Attachments Add 

Search...  

** Records are sorted by Created Date ascending order*

Showing 1 to 2 of 2 records

Type	Related Evidences 	Description	File Name	Last Updated By	Last Updated On	Actions
Note	A	testing	N/A	Auburn Admin	12/01/2023 3:26 PM	  
Attachment	A	Expenditure Report for Title I Elementary attached		Auburn Admin	12/01/2023 4:04 PM	   

Total Records: 2

Upload Document ✕

Upload file from Computer

*File Choose File No file chosen

Save



Pop-up window will confirm the attachment was uploaded successfully.

9. Close the pop-up window

10. See the file in the new row.

Upload Document

Upload file from Computer

- Attachment saved successfully. To replace the uploaded attachment, please use the 'Choose' field to select another attachment and click the 'Save' button.

*File Choose File No file chosen

Save

Notes and Attachments

Showing 1 to 2 of 2 records

* Records are sorted by Created Date ascending order

Type	Related Evidences	Description	File Name	Last Updated By	Last Updated On	Actions
Note	A	testing	N/A	Auburn Admin	12/01/2023 3:26 PM	eye pencil trash
Attachment	A	Expenditure Report for Title I Elementary attache	1.1--Title IA RandA.docx	Auburn Admin	12/01/2023 4:06 PM	eye pencil upload trash

Total Records: 2





Submitting Responses Back to Grantor (OSPI)

Once all the items Not Fully Implemented have a new response, the Organization (LEA) Team Lead can send it back to OSPI for review by clicking on the “Submit to Grantor” button on the top right.

The screenshot displays the 'Education Grants Management System' interface. The top navigation bar includes 'Opportunities', 'Applications', 'Grants', and 'Monitoring'. The left sidebar contains various menu items such as 'Search', 'Tasks', 'Activities', and 'Monitoring Activities'. The main content area shows a 'Program Review & Support' section with a status of 'Report Sent to Organization' for 'Auburn School District'. A progress bar indicates the review process stages: Created, Sent to Organization for Response, Submitted to Grantor, Report Sent to Organization, and Closed. Below this, there is a 'Programs and Review Items' table with 4 records. The 'Submit to Grantor' button is highlighted with a red box in the top right corner of the program review section.

Program Review & Support

EGMS ID: MON-00048 | Status: Report Sent to Organization | Subrecipient Organization: Auburn School District

Progress: Created (✓) → Sent to Organization for Response (✓) → Submitted to Grantor (✓) → Report Sent to Organization (✓) → Closed (○)

Programs and Review Items

Program	Focus Area	OSPI Program Reviewers	Organization Program Reviewers	Technical Assistance Entered?	Items Addressed?	Actions
Program Review Test--Fiscal		Test19 OSPITestAccount19	Auburn Admin	Yes	✗	
Consolidated Grant Program Review Test	Title II, Part A	Test10 OSPITestAccount10	Auburn Admin	No	✓	
Consolidated Grant Program Review Test	Title I, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✗	
Consolidated Grant Program Review Test	Title IV, Part A	Test1 OSPITestAccount01	Auburn Admin	No	✗	

Total Records: 4

Select Yes, to send it to OSPI.

The screenshot shows the 'Education Grants Management System' interface. A 'Confirm' dialog box is open, asking 'Are you sure you are ready to submit the Program Review to the grantor?'. The 'Yes' button is highlighted with a red box. The background shows a 'Program Review & Support' page for EGMS ID MON-00057, with a status of 'Report Sent to Organization' and a subrecipient organization of 'Auburn School District'. A progress bar indicates the review process is complete up to 'Report Sent to Organization'. Below the progress bar, there are tabs for 'Overview', 'Program Review', 'History', and 'Collab'. The 'Program Review' tab is active, showing a table of 'Programs and Review Items'.

Program	Focus Area	OSPI Program Reviewers	Organization Program Reviewers	Technical Assistance Entered?	Items Addressed?	Actions
Program Review Test--Fiscal		Test27 OSPITestAccount27	Auburn Admin	Yes	✗	
Consolidated Grant Program Review Test	Title II, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✓	
Consolidated Grant Program Review Test	Title I, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✓	
Consolidated Grant Program Review Test	Title IV, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✗	

The status will revert to "Submitted to Grantor."

The screenshot displays the 'Education Grants Management System' interface. The top navigation bar includes 'Opportunities', 'Applications', 'Grants', and 'Monitoring'. The left sidebar contains sections for 'Tasks', 'Activities', 'Monitoring Activities', 'Payments', 'Reporting', and 'Recently Viewed'. The main content area shows a 'Program Review & Support' card for EGMS ID 'MON-00057' with a status of 'Submitted to Grantor' and a subrecipient organization of 'Auburn School District'. A progress bar below the card shows stages: 'Created', 'Sent to Organization for Response', 'Submitted to Grantor' (highlighted with a red box), 'Report Sent to Organization', and 'Closed'. Below the progress bar are tabs for 'Overview', 'Program Review', 'History', and 'Collab'. The 'Program Review' tab is active, showing a table of 'Programs and Review Items' with 4 records. The table columns are Program, Focus Area, OSPI Program Reviewers, Organization Program Reviewers, Technical Assistance Entered?, Items Addressed?, and Actions. The bottom of the table indicates 'Total Records: 4'.



When Additional Assistance is Needed

If the LEA has any questions or concerns about the Program Review process or EGMS functionality, reach out to your OSPI Team Lead.

The OSPI Team Leads can be located on the Overview tab demonstrated below.

Washington Office of Superintendent of PUBLIC INSTRUCTION Education Grants Management System Grants Portal

Monitoring

Program Review & Support

EGMS ID: MON-00057 Status: Submitted to Grantor Subrecipient Organization: Auburn School District

Created Sent to Organization for Response Submitted to Grantor Report Sent to Organization Closed

Overview Program Review History Collab

General Information

Review Type	OSPI Team Lead Test27 OSPI TestAccount27	Organization Team Lead
Program & Fiscal		Auburn Admin
Start Date	End Date	
08/28/2023	02/29/2024	

Description

The main focus of this continuum is to support LEAs as partners with an emphasis on student outcomes. This process is used to monitor several programs under the Elementary and Secondary Education Act (ESEA). This oversight process fulfills requirements under state and federal regulations. The process includes a review of the following programs.

- Title I, Part A
- Title II, Part A
- Title IV, Part A
- Federal Fiscal

Instructions

Any questions or concerns about a Program Review individual item, reach out to the OSPI Program Reviewer assigned to that Program noted under the OSPI Program Reviewers tab.

The screenshot displays the 'Education Grants Management System' interface. The top navigation bar includes 'Opportunities', 'Applications', 'Grants', and 'Monitoring'. The left sidebar contains various menu items such as 'Search', 'Tasks', 'Activities', 'Monitoring Activities', 'Program Reviews', 'Payments', 'Reporting', and 'Recently Viewed'. The main content area shows a 'Program Review & Support' section for EGMS ID 'MON-00057', with a status of 'Submitted to Grantor' and a subrecipient organization of 'Auburn School District'. A progress bar indicates the workflow stages: 'Created', 'Sent to Organization for Response', 'Submitted to Grantor', 'Report Sent to Organization', and 'Closed'. Below this, the 'Program Review' tab is highlighted. The 'Programs and Review Items' section contains a table with 4 records. The 'OSPI Program Reviewers' column in the table is highlighted with a red box.

Program	Focus Area	OSPI Program Reviewers	Organization Program Reviewers	Technical Assistance Entered?	Items Addressed?	Actions
Program Review Test--Fiscal		Test27 OSPITestAccount27	Auburn Admin	Yes	✗	
Consolidated Grant Program Review Test	Title II, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✓	
Consolidated Grant Program Review Test	Title I, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✓	
Consolidated Grant Program Review Test	Title IV, Part A	Test27 OSPITestAccount27	Auburn Admin	No	✓	

Total Records: 4

Using the Collab Tab

Overview Program Review History **Collab**

My Feed

Search...



What are you working on? @mention someone...

To this record

Share

Sort By: Recent Activity

No feeds available.

Messages

Search...



Send Email



Subject	From Address	To Address	Attention To	Preview	Send Date ↑
---------	--------------	------------	--------------	---------	-------------

No records found

System Emails

Search...



Showing 1 to 6 of 6 records

Created Date ↓	From Address	To Address	Subject	Actions
08/25/2023 1:32 PM	auburn.admin@yopmail.com	auburn.admin@yopmail.com	You have been assigned as a program reviewer for program review	

- ❑ **My Feed** allows you to Chat with any other user in your organization or OSPI.
- ❑ They must have an **EGMS license** to participate in the Chat or see the Chat.
- ❑ **Tag another user** by typing the "@" and their name—user names will appear as you type. Select the user you want.
- ❑ All Chats through this Program Review are saved here on this page.

- ❑ The **Messages** section allows you to send emails through the system to another user or non-user.
- ❑ These emails are saved here for this Program Review.

- ❑ The **System Emails** section contains a record of every automatic email notification generated by the Organization Team Lead or the OSPI Team Lead.

