

Year-at-a-Glance Title I, Part A and LAP | Checklist

Closing School Year		
Starts	Item	Due
Ongoing	Title I, Part A Reporting <ul style="list-style-type: none">Collect, track, and submit applicable TAS data to the Student Information System (SIS) (e.g., year-round data collection).	Ongoing
Title I, Part A Technical Assistance	<ul style="list-style-type: none">Final Day to Submit prior year Budget Revisions October 15Final Claims for prior year Grant Expenditures November 15For questions regarding claims and budget amendments, please contact title1a@k12.wa.us.	
May	Learning Assistance Program (LAP) Report Prior Year Student data is collected in 1) LEA's Student Information System (SIS), 2) submitted to CEDARS, and 3) finalized, with school and district-level data, in EDS.	September
LAP Technical Assistance	<ul style="list-style-type: none">For questions regarding reporting procedures, application use, or data certification, contact Lisa Ireland, Data Analyst, 360-725-6358, AskSI@k12.wa.us.For technical support, districts should contact EDS Support, eds.support@k12.wa.usFor questions regarding program laws and implementation, contact the LAP Team, 360-725-6100, LAP@12.wa.us.	

Current School Year		
Starts	Item	Due
June	Pre-Application (Intent to Participate, Transferability, and Substantially Approvable Status (SAS)) (Required) EGMS Consolidated Grant Application	Recommended July 1
	Pre-Application Due Date EGMS Consolidated Grant Application	The day prior to the application due date
Title I, Part A Technical Assistance	Start Date for Title I, Part A Grant Awards—the Pre-Application enables the LEA to charge expenses back to the date the Pre-Application was submitted, but no earlier than July 1. Pre-Application submitted by July 1 = July 1 start date. Pre-Application submitted on July 2 or after = date the Pre-Application was submitted.	
August	EGMS Consolidated Grant Application <i>If applicable, complete End of Year Report Private School Student Count</i>	September
May	Learning Assistance Program (LAP) Report Prior Year Verify acceptance of Funds and Assurances for the current School Year are completed in the Fund Allocation Tab in the LAP Report in EDS.	September
LAP Resources	<ul style="list-style-type: none">LAP See program guidance, resources, and toolsEDS Application User Guides See LAP Report User Guide: https://www.k12.wa.us/data-reporting/reporting/cedarsBudget Preparations See LAP Budget Calculator	
Starts	Item	Due
October 1 or when CGA is approved	Title I, Part A Comparability Report EGMS Progress Report	November
Title I, Part A Equitable Services Technical Assistance	Start of the School Year Reminders, Notifications, Implementation Requirements <ul style="list-style-type: none">Title I, Part A Parent and Family Engagement webpagePrivate School Services—Begin at the same time as services begin in public schools.	
Starts	Item	Due
January	Title I, Part A Program Review (PR) Cycle	Concludes in May
January	Carryover Funds Budget Amendments EGMS Amendment	February
Before the start of the current school year	Schoolwide Waiver 40% Poverty Threshold (Optional) <i>EGMS Consolidated Grant Application Supporting Document Upload. Click here to get the Waiver.</i>	August
Equitable Services Technical Assistance	<ul style="list-style-type: none">Private Participation in Federal Programs—Bulletin and Webinar comes out before March.	
Starts	Item	Due
February	Free and Reduced Price Lunch (FRPL) Percentage Coordinate with appropriate staff to check percentages posted on School Apportionment before finalization.	March 31
March–April	Private Participation in Federal Programs LEAs notify Private Schools when the Private Participation in Federal Programs application is open in EDS. Private schools indicate their intention to participate in various federal programs by completing the application in EDS.	April
Equitable Services Resources	<ul style="list-style-type: none">Private School Participation in Federal Programs Click on the “Resources” Accordion Menu	

Contact Us & Find Us Online | Title I, Part A | LAP Office | 360-725-6100 | Email: Title1a@k12.wa.us | LAP@k12.wa.us
[Closing Educational Achievement Gaps \(Title I, Part A\)](#) | [OSPI \(www.k12.wa.us\)](http://www.k12.wa.us) | [Learning Assistance Program \(LAP\)](#) | [OSPI \(www.k12.wa.us\)](http://www.k12.wa.us)