



# FY25 CONSOLIDATED APPLICATION PART I: CONSOLIDATED LEA IMPROVEMENT PLAN (CLIP) GUIDANCE



## Handbook Update Tracking

Updates made to this handbook will be organized in this chart.

Date	Section/Topic	Page

## 2024 – 2025 (FY25) Consolidated LEA Improvement Plan (CLIP) Guidance

Georgia’s local educational agency annual (LEA) Consolidated Application includes the Consolidated LEA Improvement Plan, or “CLIP”. The CLIP fulfills the need for a plan from LEAs to be collected by the Georgia Department of Education (GaDOE) to define how the LEAs will support their students when accepting federal funds under The Elementary and Secondary Education Act of 1965, as amended by the Every Student Succeeds Act (ESSA) of 2015. Georgia’s unique circumstances, in that its LEAs may have variations on required “plans” already in place that address how they are supporting students, make certain components of this ESSA CLIP process, for some LEAs, potentially an overlapping requirement. As a result, any LEA that provides an assurance that it has a locally developed school improvement process may choose not to submit district-level or school-level comprehensive needs assessments and improvement plans to GaDOE for schools that qualify for Tier I level support. These LEAs have the flexibility to submit a streamlined LEA consolidated plan under Section 8305 that requires information that is absolutely necessary. If the LEA has schools that qualify for Tier II, III or IV levels of support, the LEA will work closely with GaDOE to implement reforms and provide school-level comprehensive needs assessments and improvement plans for the identified schools but may choose not to submit district-level comprehensive needs assessments or improvement plans.

**The Elementary and Secondary Education Act (ESEA) of 1965**, as amended by **The Every Student Succeeds Act (ESSA) of 2015**, requires the Georgia Department of Education (GaDOE) to collect a consolidated local plan or application from each local educational agency (LEA) in the state receiving federal funds. The consolidated local plan contains descriptions, information, assurances, and other materials that are considered by the GaDOE as absolutely necessary to define how the LEA will support its students under the law. The plan is to be updated as needed, and some components are updated annually throughout the duration of the plan. Even though an LEA submits only the minimum required information in its consolidated local plan or application, it must still meet all ESEA requirements for each program for which the LEA accepts federal

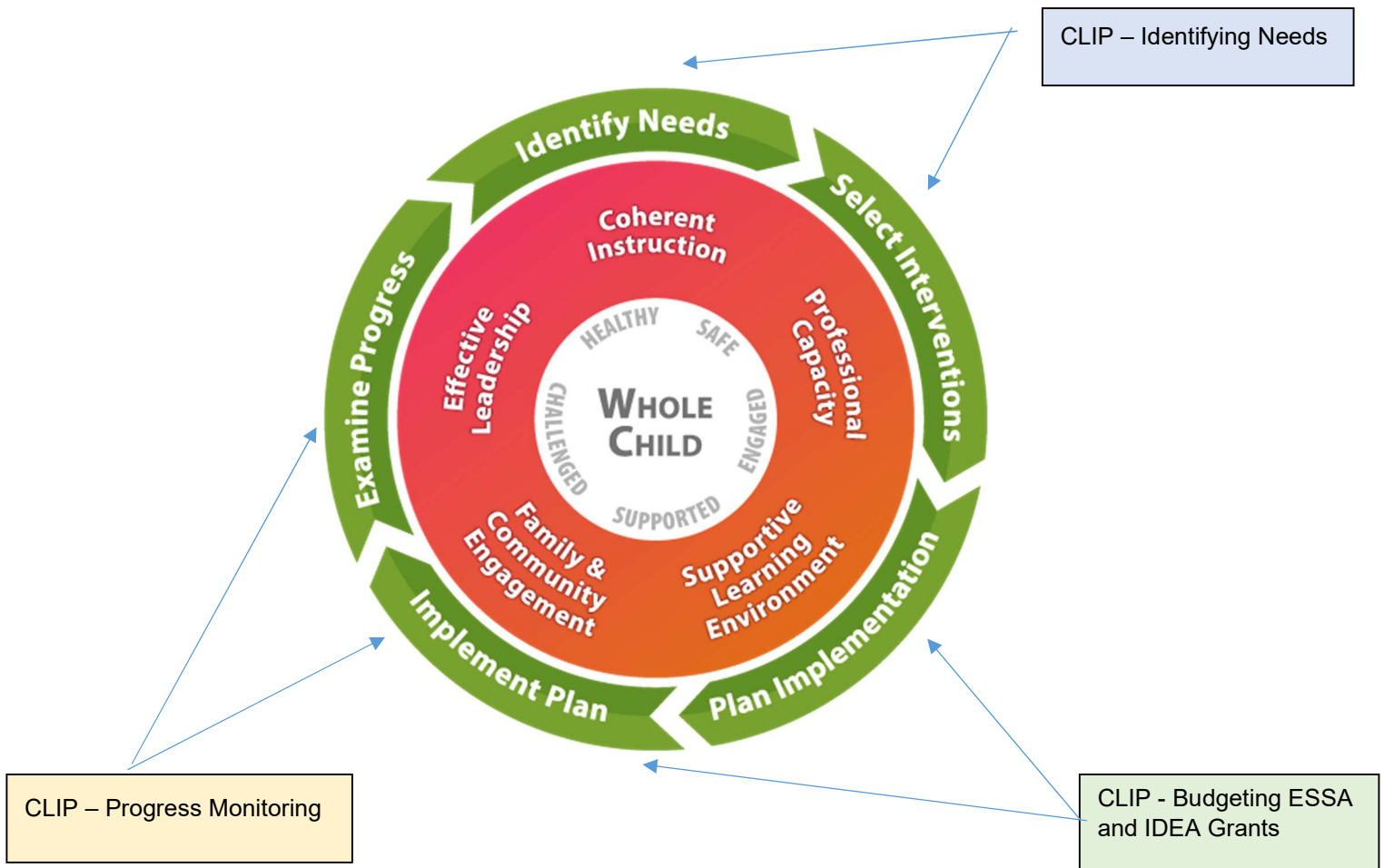
LEAs should plan for a thorough review of their goals and action steps, engage stakeholder groups, and update the CLIP, as needed. Overarching questions to consider include:

- Are the needs we identified still applicable?
- What additional needs are our current data sources indicating?
- Which actions steps are meeting our intended outcomes?
- Which action steps should we revise or remove?

### FY25 CLIP and Georgia’s Systems of Continuous Improvement

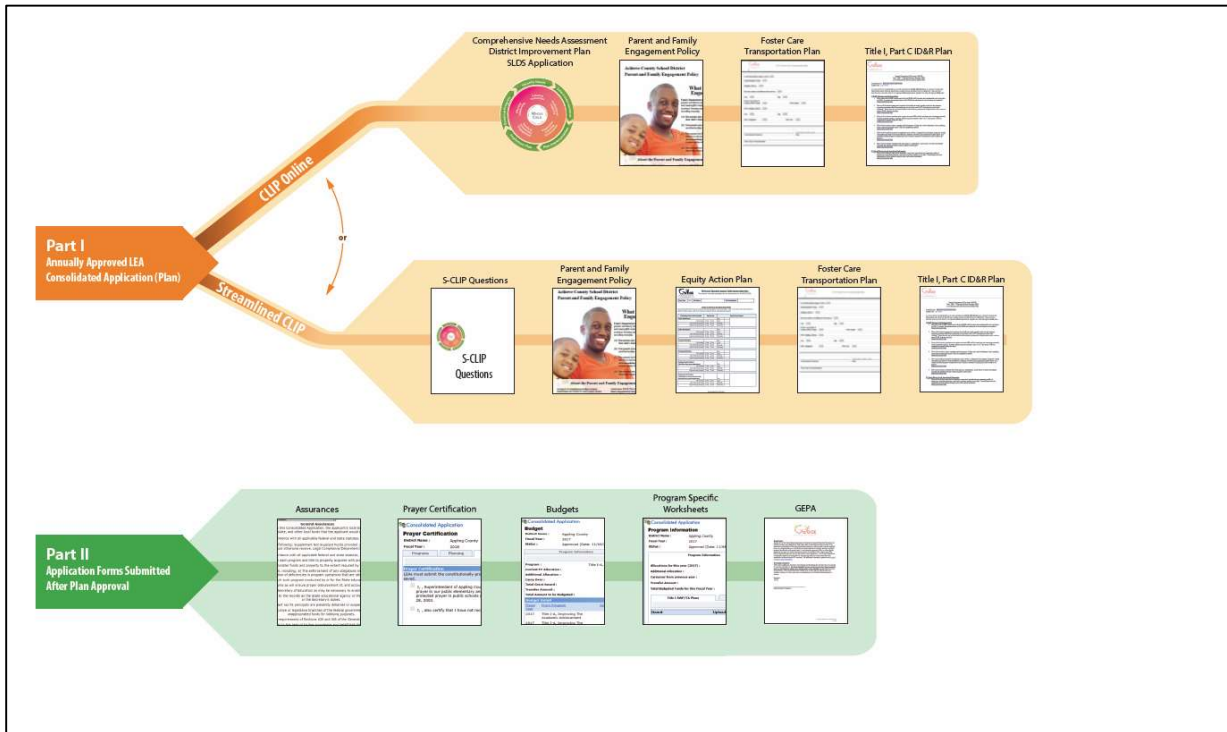
The Georgia’s Systems of Continuous Improvement (GSCI) framework focuses on the systems and structures (the “what”) that must be in place for sustained improvement in student outcomes. It also utilizes a problem-solving model (the “how”) to provide a clear process for identifying improvement needs, planning for improvement, and implementing, monitoring, and evaluating the improvement efforts. This framework drives the work of the CLIP.

The outer ring of this framework is the problem-solving model. The problem-solving model guides LEAs through the process of identifying needs and addressing those needs. Federal, state, and local funds are then coordinated to meet those needs. For the ESSA and IDEA federal grants, needs identification directs the development of the budget. When GaDOE reviews federal grant budgets, a connection between the needs identified in the CLIP must be evident in the budgets.



## FY25 CLIP Options and Guidance for Selecting an Option

The following graphic lays out the two CLIP options available to all LEAs accepting federal funds in FY25.



The annual LEA consolidated application contains components that are collected in two distinct parts. The components in **Part II** represent required annual ancillary documentation to accompany the LEA's plan:

- Overall General Assurances
- Prayer Certification
- Program Budgets
- Program Specific Worksheets
- Maintenance of Effort, Comparability
- General Education Provisions Act (GEPA) 427 Statement

The components in **Part I** represent the LEA's annual plan (CLIP) for providing supports and services for students using federal funds under the ESEA/ESSA law. Which path within Part I that an LEA elects to complete in FY25 will be selected based on factors at the LEA level.

## CLIP Online Option

Part I's **CLIP Online** option is the GaDOE's main ESSA plan collection path and includes all the tools, templates, and resources within its location in the online Student Longitudinal Data System (SLDS). LEAs that used this option in FY24 will have the ability to "clone" their responses to the FY25 CLIP. LEA staff and their stakeholder groups review and evaluate progress from the FY24 CLIP, review updated student performance data, and then revise the CLIP for FY25, if needed. Part I's parent and family engagement policy, foster care transportation plan, and Title I Part C Identification and Recruitment (ID&R) plan, if applicable, are required to be reviewed and updated, if needed.

CLIP Online Option: Factors an LEA Might Consider When Deciding Whether to Use this Option:

- Is the LEA in need of a formalized process for establishing a plan specific to the needs to be addressed with its federal funds under the ESEA/ESSA law?
- Were there a significant number of recommendations given by GaDOE clip review team during its review of the LEA's FY24 Online or S-CLIP submission?

## Streamlined CLIP Option

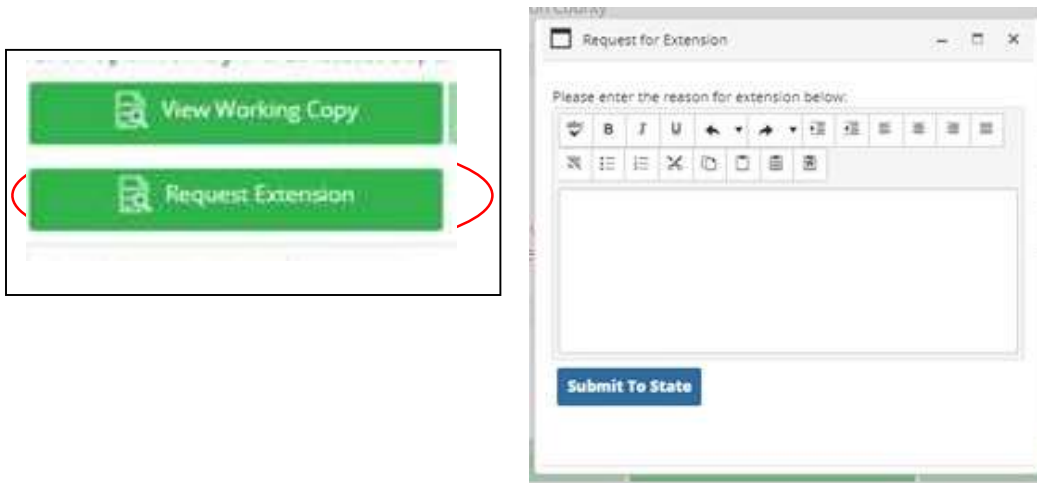
Part I's **Streamlined CLIP (S-CLIP)** option is an alternative ESSA CLIP submission path. In using this option, the LEA reviews and evaluates progress from the FY24 S-CLIP, if applicable, and will complete and submit an updated FY25 S-CLIP along with a parent and family engagement policy, an equity action plan, a foster care transportation plan, and a Title I Part C ID&R plan, when the ID&R plan is applicable. An LEA that did not use the FY24 S-CLIP may use the FY25 S-CLIP template, if appropriate. The LEA is free to use the SLDS sandbox tools as a resource at any time.

Streamlined CLIP Option: Factors an LEA Might Consider in Deciding Whether to Use this Option:

- Are more than 80% of the LEA's schools within the universal tier i level of support?
- Does the LEA have an existing school improvement process and/or strategic plan and/or charter contract that fully addresses identified needs being targeted for improvement through all its supplemental federal programs, resources, and supports?
- Does the LEA have a strong understanding of ESEA/ESSA requirements?

## FY25 CLIP Submission Process

The submission process for Part I of the CLIP is aligned to a rolling submission window. The submission window for Part I components opens on March 8, 2024, and closes on June 30, 2024. This early and extended window for CLIP Part I submissions allow LEAs the potential to gain CLIP Part I approval, thus readying them for immediate access to FY25 funding when the State Board of Education meets to approve and award FY25 federal formula grant funds at its July 19, 2024, meeting. An LEA needing an extension to July 31, 2024, must submit a request within the SLDS. The Superintendent or District Coordinator may submit the request to GaDOE. The request should include the reason for the date extension.



Submission of FY25 CLIP Part I will be as follows:

**Online Option (New and Clone)** - LEAs using the Online CLIP option have access to a submission button for the CLIP and related documents. The LEA superintendent uses the submission button to formally submit the plan to the GaDOE Continuous Improvement Team (CIT) for review.

**Streamlined CLIP Option (New)** - LEAs choosing the Streamlined CLIP option upload documentation in the SLDS application via an upload button. The LEA superintendent formally submits the CLIP to the same GaDOE review teams.

**Continued Implementation Option** – This option will be selected by the LEA District Coordinator when the FY25 CLIP is first accessed. The most recently approved prior year CLIP will be moved over to FY25 where the LEA superintendent will formally submit the CLIP to the GaDOE Continuous Improvement Team (CIT) for review.

**ASSURANCE:** The LEA has reviewed all parts of the FY24 Consolidated LEA Improvement Plan (CLIP) and determined that another year of implementation through FY25 is appropriate. The Foster Care Transportation Plan, Parent Engagement Policy, and the Title I, Part C Identification and Recruitment Plan (if applicable), have been reviewed and are accurate. The LEA will retain updated copies of these documents locally. The LEA reviewed the FY24 responses to the special education questions listed below and assures the GaDOE that the current

responses are appropriate to continue through FY25. If at any point the LEA needs to amend documents, update stakeholders, or update question responses, the LEA will create an amendment to the CLIP and submit the amendment to GaDOE.

- IDEA Performance Goal 1: Improve graduation rate outcomes for students with disabilities (SWD);
- IDEA Performance Goal 2: Improve services for young children (3-5) with disabilities;
- IDEA Performance Goal 3: Improve the provision of a free and appropriate public education (FAPE) to students with disabilities;
- IDEA Performance Goal 4: Improve compliance with state and federal laws and regulations.

## FY25 CLIP Review Process

FY25 represents the ninth full year in which GaDOE is overseeing implementation of its federal programs under its approved consolidated state ESSA plan. As such, all LEAs receiving funds under more than one program included in the state's approved consolidated ESSA plan are required to submit their CLIPs to GaDOE for review and approval.

Seventeen GaDOE CIT teams conduct the review of Part I components of the CLIP. Each of these CITs include representation from the following federal programs:

1. Title I, Part A
2. Title I, Part A Parent and Family Engagement
3. Title I, Part C
4. Title I, Part D
5. Title II, Part A
6. Title III, Part A
7. Title IV, Part A
8. Title IV, Part B
9. Title V, Part B
10. McKinney-Vento
11. School & District Improvement
12. Teacher & Leader Support and Development
13. Individuals with Disabilities Education Act (IDEA)
14. Title I, Part A Children in Foster Care

Each CIT is assigned a set of LEAs with whom the team collaborates in completing the review and approval of components of Part I of the CLIP. These teams support the LEAs throughout the duration of the ESEA/ESSA law.

As LEA FY25 CLIPs are submitted between March 8 and June 30, 2024, CIT members will collaboratively review the submissions to ensure that they meet applicable ESSA requirements as outlined in the CLIP Criteria document. The teams complete all reviews of Part I of the CLIP within ten business days from the date of submission through the SLDS application. The CITs conduct the reviews using the SLDS application site. All approvals or requests for revisions are transmitted between the teams and the LEAs through the SLDS application site. A record of all communication



is archived in the application. When CLIPs, either version, are approved in SLDS, the application status on the portal automatically changes from “NEW” to “APPROVED”.

After CLIP approval, the ability for LEAs to begin submitting their FY25 program specific budgets and related documentation is automatically activated in the Consolidated Application in the MyGaDOE portal where budgeting functions continue to be housed and managed.

Reminder: An approved CLIP is required prior to budget approval.

## FY25 CLIP Amendment Process

An LEA needing to amend the CLIP may do so at any point during FY25. The process is as follows:

1. The superintendent logs in to the SLDS CLIP and selects “Request an Amendment”. The request includes a space for a short description of the purpose of the amendment.
2. The superintendent submits the request to GaDOE.
3. GaDOE receives and approves the request. An email is sent to the LEA confirming the approval and availability of the CLIP for amending.
4. After the LEA amends the CLIP, the superintendent submits the amended CLIP to GaDOE for review.
5. The CIT reviews the submission and either approves or request revisions.

### Important Considerations

- Once the CLIP has received annual approval, minor revisions to goals, action steps, funding sources, or service plans do not require an amendment. However, a best practice is to ensure the CLIP, either option, is updated to reflect how federal funds are being coordinated to support students. This supports progress monitoring and stakeholder engagement efforts. Note: The addition or removal of an action step in the CLIP Online likely requires an amendment.
- Adjustments to an LEA’s professional qualifications requirements need a CLIP amendment.

## FY25 CLIP Progress Monitoring

A CLIP progress monitoring tool is available in the SLDS. LEAs use this tool during two periods in FY25 to report on the progress of their CLIP action steps.

- The Progress Monitoring tools is available after a CLIP (Online or S-CLIP) is initially approved by GaDOE.
- Both the District Administrator and the District Superintendent roles can view, edit, and select the evidence of progress status applicable to each action step of the CLIP.
- LEAs are encouraged to convene the CLIP stakeholder group to review the status of the CLIP action steps and complete the progress monitoring application.
- GaDOE Continuous Improvement Teams (CIT) collaboratively review the CLIP Online progress monitoring submission, not to approve it but rather to simply gain insight into how the LEA is progressing in implementing its approved plan.

- Once reviewed, comments may be added, and the tool will be reopened for continued use by the LEA for the remainder of the year.

Reporting Periods:

1. July 1– December 31 (reporting window open during the month of January)
2. January 1 – May 1 (reporting window open during the month of May)

A navigation guide is available [here](#).

## CLIP Resources

### CLIP Documents and Templates

[GaDOE website](#)

<b>CLIP Documents Available on GaDOE Website:</b>
2024 – 2025 (FY25) Consolidated LEA Improvement Plan (CLIP) Guidance
GaDOE Continuous Improvement Teams (CIT)
Streamlined CLIP (S-CLIP) Questions Template
CLIP Review Criteria
LEA Parent and Family Engagement Policy Template
Equity Action Plan Template
Foster Care Transportation Plan Template
Title I Part C ID&R Plan Template