



Title Tuesday Office Hour

Completing and Submitting the FY27 ConApp

Tuesday, Sept. 15, 2026 | OSSE's ESEA Title Team

Agenda

- Celebrations!
- Tip of the Month
- Submitting your application and Enterprise Grants Management System (EGMS) support
- Discussion and FAQs
- Upcoming dates and deadlines
- Common reasons for return and revision supports
- Pulse check
- Contact information

Celebrations!

As we near the end of fiscal year 2026 (FY26), the Office of the State Superintendent of Education (OSSE) celebrates your use of Elementary and Secondary Education Act (ESEA) Title funds to support the District's students!



★ **94 percent of local education agencies (LEAs) expended all FY25 funds to improve student outcomes!**

Achievement Prep BASIS Breakthrough Montessori Bridges Capital City Capital Village Cedar Tree Center City Cesar Chavez Creative Minds	D.C. Bilingual DC Prep DC Scholars Digital Pioneers DC International EL Haynes Early Childhood Academy Friendship Girls Global Global Citizens	Harmony HUMS IDEA Ingenuity Prep Inspired Teaching Kingsman KIPP LAMB LEARN Lee Montessori	Mary McLeod Bethune Maya Angelou Meridian Monument Mundo Verde Paul Perry Street Richard Wright Rocketship SEED	Sela Social Justice Statesmen The Children's Guild The Sojourner Truth Thurgood Marshall Two Rivers Washington Global Washington Latin Washington Leadership Washington Yu Ying
---	---	---	--	---



★ **33 percent of LEAs have already expended all FY26 funds to improve student outcomes!**

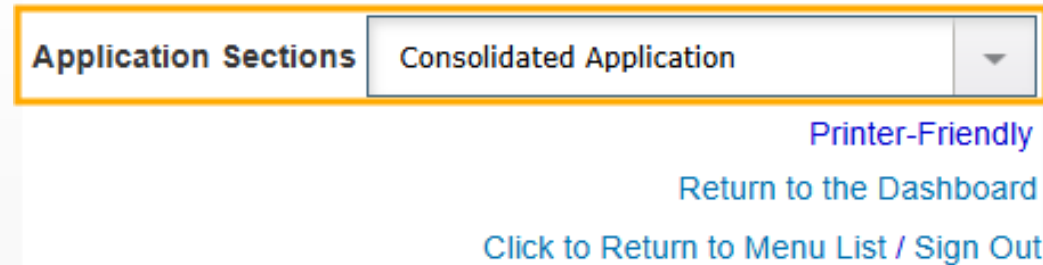
Breakthrough Montessori Bridges Capital Village Cedar Tree DC Scholars	Global Citizens HUMS Inspired Teaching Kingsman LAMB	LEARN Lee Montessori Maya Angelou Rocketship	Sela Social Justice The Sojourner Truth Washington Leadership
--	--	---	--

*As of Sept. 15, 2026

Title Tuesday Tip of the Month

Effectively Navigating Between Application Sections

- ✓ Use the Application Sections drop-down menu and the hyperlinked menu in the top right of EGMS.
- ✗ Do not use the back button on your browser; this may cause the page to time out or not save your work.



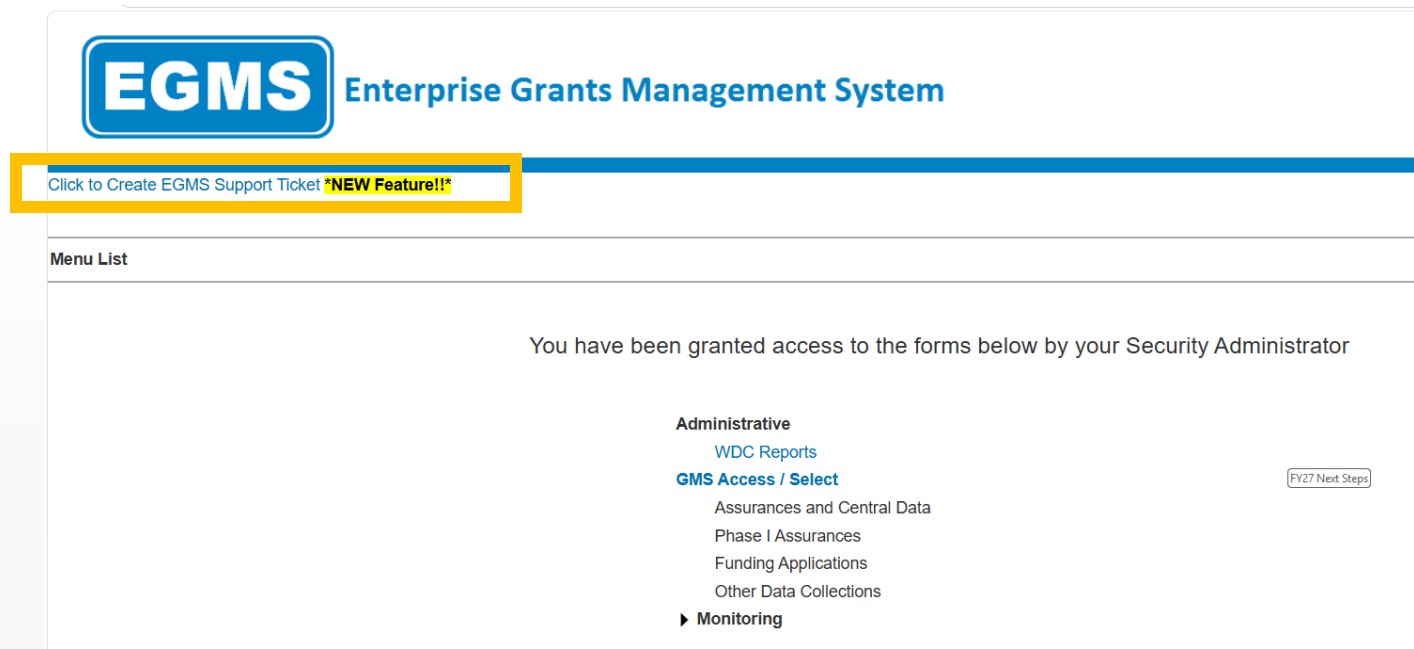
Submitting Your Application



- **Prior to Submission**
 - Review the [Consolidated Application \(ConApp\) Review Checklist](#) to ensure the application contains all required components. This is the rubric OSSE uses to review your application.
 - **Conduct a consistency check**, which will prompt EGMS to highlight incomplete sections. You cannot submit until all consistency check errors are addressed.
- **Submitting to OSSE**
 - **Submit prior to 3 p.m. on Wednesday, Sept. 30, 2026.** After 3 p.m., the “submit” button disappears and you will not be able to submit. Timely application submissions are a consideration for monitoring selection.
 - **Confirm that the submission worked.** An auto-message should display that the application has been submitted to OSSE when a submission is successful.

Help! EGMS Won't Let Me Submit!

If you experience issues submitting your application or encounter other technical difficulties in EGMS, please submit an [EGMS Support Ticket](#) and email the ticket number along with a screenshot of the error you're encountering to Con.App@dc.gov so OSSE can escalate the issue to the Office of Grants Management.





Open Discussion

What questions do you have about completing or submitting the ConApp?

Put questions in the chat or raise your hand to come off mute.

Frequently Asked Questions

Q: Which LEA staff member has access to submit the ConApp in EGMS?

A: The application must be submitted by an LEA Authorized Representative—defined as the head of school, executive director, principal, or a board-designated individual—and anyone with this permission in EGMS may submit. The LEA Authorized Representative must be an LEA employee. It may not be a consultant or contractor submitting on behalf of the LEA.

Q: Are LEAs required to reserve funds to support children and youth experiencing homelessness?

A: LEAs must reserve Title I-A funds as necessary, based on the number of students experiencing homelessness and their unique needs, with no specific amount. In addition to providing services to assist students experiencing homelessness in meeting the District's challenging academic standards, Title I-A funds may be used to provide services to homeless children and youths, including those in Title I schools, that may not ordinarily be provided to other Title I students. (ESEA Section 1113(c)(3)(C))

Frequently Asked Questions

Q: Is a Title I-A school required to implement a schoolwide program?

A: No, a Title I-A school may choose to operate either a schoolwide program or a targeted assistance program. The LEA must ensure that the school meets the plan and program requirements for the chosen Title I-A program. (ESEA Sections 1114 and 1115)

Q: Are all LEAs required to have a school-parent compact?

A: Yes, all Title I schools are required to develop and implement a school-parent compact. (ESEA Section 1116)

Q: What guidance exists on allowable parent & family engagement expenditures for Back-to-School Nights?

A: Expenses that support parent participation such as food, childcare, or transportation are allowable. Entertainment costs, like hiring a DJ, are not allowable. All expenses must meet federal requirements for being reasonable, necessary, and allocable under the Code of Federal Regulations (CFR). (2 C.F.R. 200.403)

Upcoming Deadlines

	September	October	November	December
FY26 ESEA Title Grants	30: Final day to obligate funds	31: Final day to amend application 31: Q4 reimbursement request due		1: Final day to submit all reimbursement requests
FY27 ESEA Title Grants	30: ConApp due in EGMS by 3 p.m.	LEAs submit application revisions, as needed		

Common Reasons for a Returned Application

- The following errors were most common causes for a returned FY26 ESEA ConApp:
 - **Incomplete Program Plans.** An LEA should provide not only the strategies it will use Title funds to promote student achievement but also *provide the goals and/or expected outcomes* from those strategies.
 - **Incomplete Title I-A PFE Tab.** Every LEA that receives a Title I-A allocation, regardless if it consolidates funds, *must answer each question on the Title I-A Parent and Family Engagement tab.*
 - **GEPA Statement.** In order to receive federal funding, an LEA *must complete the GEPA Sec. 247 tab* of the Consolidated Application section.
 - **Updated Year Language Across Application.** An LEA should ensure that all narratives it provides in its FY27 ConApp reflects *actions it will take in the 2026-27 school year.*
- **LEAs should resubmit applications requiring revisions within 10 business days** of receiving comments. Timely submissions support quicker approval and awarding of grants, helping ensure funds can be used promptly to best serve students.

Revision Supports

- OSSE will provide details on revisions both over email and in the [ConApp Review Checklist](#) within EGMS.
- To see the review checklist in EGMS, use this [step-by-step guide](#)
- Once the application is approved by OSSE, LEAs may begin to submit reimbursement requests.

EGMS Resubmission Tip

Did you know OSSE can see any saved changes to your application in EGMS after the initial submission?

Your OSSE grant specialist can review and provide feedback on your revisions before you resubmit. All you have to do is ask!

If you have questions about your application, we are also happy to set up a call.

EGMS Tip

ESEA Consolidated

Grant: ESEA Consolidated

Grant Type: Formula Grant

Application: 2027 - ESEA Consolidated - 00

Revision: Original Application

Status: Final Approved 7/24/2026 2:05:31 PM [View GAN](#)

[View Grant Application](#)

[Create Amendment](#)

[View Payments](#)

[View Review Summary](#)

Did you know you can see the status of your grant application and OSSE's comments through the EGMS review summary?

Round 1					
Select	Stop	Group	Staff	Status	Status Date
	1	BookKeeper - create, data entry		Not Specified	
	2	District Superintendent - entry, submit, assure		Submitted	6/5/2026
☐	3	Primary Reviewer	Mary Frances Street	Accepted	6/8/2026
☐	4	Peer Review	Aaron Fettgather	Accepted	6/8/2026
☐	5	Final Program Review	Ariel Jacobs	Accepted	6/9/2026
REVIEW CHECKLISTREQUEST CHECKLIST PRINT					

Upcoming Title Tuesdays

Title Tuesday will be held every third Tuesday of the month from 10 - 11 a.m. on [this Teams meeting link](#). No RSVP is necessary, but we encourage you to email your questions to Con.App@dc.gov in advance.

- **Oct. 20: Consolidated Application Feedback and LEA Listening Session**

The ESEA team wants to hear from you! As we redesign the ConApp to streamline the process and reduce administrative burden, we're seeking LEA feedback. Join us to share your experiences with the current ConApp and suggest improvements for future versions.

- **Nov. 17: Closing Out Your FY26 Grants**

Join us for office hours focused on closing out your FY26 grant in EGMS. We will guide you step-by-step through the closeout process, highlight best practices, and discuss how to manage the fiscal components of your grant with confidence.

Pulse Check

Please take a few minutes to complete this brief survey. Click [here](#) to access or use the QR code.

Please feel free to use this space to share any other comments of your experience today, or email your feedback to Con.App@dc.gov.

Title Tuesday Office Hour -
Completing and Submitting the
FY27 ConApp



Questions and OSSE Contacts

Point of Contact	Email
Ariel Jacobs Program Manager, ESEA Grants	Ariel.Jacobs@dc.gov
Aaron Fettgather Program Analyst	Aaron.Fettgather@dc.gov
Mary Frances Street Program Analyst	MaryFrances.Street@dc.gov
Julia Taylor Program Analyst	Julia.Taylor@dc.gov

For ESEA Title grant-specific questions, please contact your LEA's [OSSE point of contact](#).

For general information, please contact OSSE's ESEA program team at Con.App@dc.gov.