Empowering Action for School Improvement (EASI)

Fiscal Guidance

The Empowering Action for School Improvement (EASI) grant blends federal and state funding streams awarded in a multi-year cohort model. Each respective EASI cohort and any spring supplemental awards have different grant end dates and performance periods. This guidance document aims to provide information to grantees about the specific timelines related to each EASI award.

Definitions

Grant End Date- For federal (5010), this refers to the last day for post-award revision and approvals. Expenses in an approved budget for EASI federal grantees may occur from 07/01 to 09/30 of the respective year. For state (3227) awards, the grant end date refers to the end of the grant cycle. All post-award revisions and approvals must be completed and funds obligated. Any funds remaining after this date must be returned to the state.

Performance Period- The performance period is the timeline for when the funds for a respective award are active. For federal (5010) awards, the performance period end date is the final day to obligate funds. For state (3227) awards, the performance period end date aligns with the grant end date as funds, by statute, are available for the three-year budget cycle.

Request for Funds End Date- For federal (5010), the request for funds end date is the last day to submit requests for reimbursement for a given federal award. For EASI Cohort 5, EASI Cohort 6, EASI Cohort 7, request for funds is completed through FormSite. For EASI Supplementals 2024-25 and EASI Cohort 8, districts submit a Fund Request in GAINS.

Federal Awards

All EASI federal awards have the grant code of 5010. Starting with EASI Cohort 7, federal awards have been aligned to allow for limited carryover within the respective multi-year grant cycle. For example, a grant with a three-year grant cycle may carryover funds from Year 1 and Year 2 awards. Year 1 and Year 2 funds may carry over for up to 12 months. Year 3, and any outstanding carryover from Year 2, must be obligated by the end of the last fiscal year of the grant cycle. Any remaining funds are reverted. Additionally, EASI offers federal supplemental grant opportunities that have unique performance periods and grant end dates. The table below outlines the grant end date, performance period end date, and when the request for funds must be submitted.

Table 1- EASI Federal Awards Grant Code 5010

EASI Cohort Application Year	Route/Service	Grant End Date	Performance Period End Date	Request Funds End Date
Cohort 5 2021-22	All EASI supports except Transformation Network	closed	closed	closed
Cohort 5 2021-22	Transformation Network	06/30/2025	**09/30/2025**	**11/1/2025**
Cohort 6 2022-23	All EASI supports except Transformation Network	06/30/2025	**09/30/2025**	**11/1/2025**
Cohort 6 2022-23	Transformation Network	06/30/2026	09/30/2026	11/1/2026
Cohort 7 2023-24	Year 1 awards (2023-24)	06/30/2026	**09/30/2025**	**11/1/2025**
Cohort 7 2023-24	Year 2 (2024-25) & Year 3 (2025-26)	06/30/2026	09/30/2026	11/1/2026
Cohort 7 2023-24	School Transition awards	06/30/2025	**09/30/2025**	**11/1/2025**
Cohort 8 2024-25	Year 1 awards (2024-25)	06/30/2027	09/30/2026	11/1/2026
Cohort 8 2024-25	Year 2 (2025-26) & Year 3 (2026-27)	06/30/2027	09/30/2027	11/1/2027
EASI Supplementals 2024-25	Supplemental Grant for Improvement Efforts	06/30/2025	**09/30/2025**	**11/1/2025**
EASI Supplementals 2024-25	Implementation Support for CS Year 3+	06/30/2026	09/30/2026	11/1/2026
EASI Supplementals 2024-25	Building Capacity for Instructional Coaching	06/30/2026	09/30/2026	11/1/2026

State Awards

State awards in EASI have the grant code of 3227 and are available for the duration of the grant cycle. In the EASI three-year grant cycle, funds in Year 1 and Year 2 are available through the end of Year 3. As funding allows, EASI offers state-funded supplemental grant opportunities that have unique performance periods and grant end dates. The table below outlines the grant end date and the performance periods. Note that although the performance period allows for carryover all grantees are encouraged to draw down funds as aligned to the approved budget promptly.

Table 2- EASI State Awards Grant Code 3227

EASI Cohort Application Year	Route/Service	Grant End Date	Performance Period End Date
Cohort 5 2021-22	All EASI supports except Transformation Network	closed	closed
Cohort 5 2021-22	Transformation Network	06/30/2025	**06/30/2025**

EASI Supplemental 2022-23	High School Redesign	06/30/2025	**06/30/2025**
Cohort 6 2022-23	All EASI supports except Transformation Network	06/30/2025	**06/30/2025**
Cohort 6 2022-23	Transformation Network	06/30/2026	06/30/2026
Cohort 7 2023-24	All EASI supports	06/30/2026	06/30/2026
Cohort 8 2024-25	All EASI supports	06/30/2027	06/30/2027
EASI Supplemental 2024-25	Building Capacity for Instructional Coaching	06/30/2026	06/30/2026

Financial Reporting

For the EASI grant, yearly financial reporting is required. The system and process for completing the yearly financial reports is currently split between older Annual Financial Report (AFR) and the new Final Expenditure Report (FER) processes.

Annual Financial Report- EASI Cohort 5, EASI Cohort 6, and EASI Cohort 7

The Annual Financial Report is required each fiscal year for all EASI cohorts in the older application system. AFRs are required for EASI Cohort 5, EASI Cohort 6, and EASI Cohort 7 grantees. To complete the AFR, district financial staff should download the EASI AFR template from the Office of Grants Fiscal website (https://www.cde.state.co.us/cdefisgrant). Complete the template indicating expenditures by EASI cohort and service. The completed template along with associated general ledgers is then submitted through the Annual Financial Report/Interim Financial Report submission link. AFRs are due by 09/30 of each respective fiscal year.

Final Expenditure Report- EASI Supplementals 2024-25 and EASI Cohort 8

The Final Expenditure Report is an annual process of reporting expenses from the previous fiscal year in GAINS. The FER must be submitted by 09/30 of each respective fiscal year. To complete the FER, district financial staff should navigate to the grant application in GAINS. From the sections page, select FER draft started to open the FER. Step-by-step directions and an instructional video are available on the CDE GAINS Training website (https://www.cde.state.co.us/gains/gainstrainings).

Since EASI is a multi-year grant, any allowable carryover will not be made available in GAINS until the FER has been submitted and approved.

Technical Assistance

EASI grantees are encouraged to reach out if questions arise. For questions related to grant award letters or request for reimbursement process, please contact Werner Hagemann (Hagemann_W@cde.state.co.us). For questions related to budget approvals or EASI program services, please contact Lindsay Cox (Cox_L@cde.state.co.us) or Laura Meushaw (Meushaw_L@cde.state.co.us).