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. Request for reimbursement are completed in GAINS through the Fund Request process.

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.

Note: Request fund end dates are the final deadline. In multi-year EASI awards, fund requests should be submitted no less than quarterly.

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 6 2022-23	Transformation Network	**06/30/2026**	**09/30/2026**	**11/1/2026**
Cohort 7 2023-24	Year 1 awards (2023-24)	closed FY2025	closed FY2025	closed FY2025
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	closed FY2025	closed FY2025	closed FY2025
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
Cohort 9 2025-26	Year 1 awards (2025-26)	06/30/2028	09/30/2027	11/1/2027
Cohort 9 2025-26	Year 2 (2026-27) & Year 3 (2027-28)	06/30/2028	09/30/2028	11/1/2028
Cohort 10 2026-27	Year 1 awards (2026-27)	06/30/2029	09/30/2028	11/1/2028
Cohort 10 2026-27	Year 2 (2027-28) & Year 3 (2028-29)	06/30/2029	09/30/2029	11/1/2029
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 (2025-26 school year)	06/30/2026	09/30/2026	11/1/2026
EASI Supplementals 2025-26	Building Capacity for Instructional Coaching (2026-27 school year)	06/30/2027	09/30/2027	11/1/2027

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: Although the performance period allows for carryover, all grantees are encouraged to draw down funds as aligned to the approved budget promptly. In multi-year EASI awards, grantees must show adequate spending on interim and final expenditure reporting. Grantees off-track with spending may see Year 3 awards may be adjusted or withheld.

Table 2- EASI State Awards Grant Code 3227

EASI Cohort Application Year	Route/Service	Grant End Date	Performance Period End Date

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
Cohort 9 2025-26	All EASI supports	06/30/2028	06/30/2028
Cohort 10 2026-27	All EASI supports	06/30/2029	06/30/2029
EASI Supplemental 2024-25	Building Capacity for Instructional Coaching (2025-26 school year)	**06/30/2026**	**06/30/2026**
EASI Supplemental 2025-26	Building Capacity for Instructional Coaching (2026-27 school year)	**06/30/2027**	**06/30/2027**

Financial Reporting

For the EASI grant, regular financial reporting is required. After the closure of each fiscal year, grantees must submit a Final Expenditure Report. Additionally, EASI grantees with state awards are required to submit an Interim Financial Report.

Final Expenditure Report

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 instructions are available on CDE's GAINS Training website (https://www.cde.state.co.us/gains/gainstrainings).

With EASI multi-year awards, carryover will not be available in GAINS and the next fiscal year award will not be released until the FER has been submitted and approved. The due dates for request for funds are the last possible date for fund request submissions. It is recommended that districts submit FERs as soon as fiscal year has concluded to avoid any funding delays.

Interim Financial Report- State Grantees

The Interim Financial Report (IFR) is an annual process of reporting expenses to date in the current fiscal year for state grantees. State grantees must upload a copy of the general ledger to the LEA Document Library. The general ledger should account for all actual expenses (07/01 to 12/31) of the respective fiscal year charged to the grant by budget line at the transaction level. The IFR must be submitted by 1/15 of each respective fiscal year. To complete the IFR, district financial staff should navigate to LEA Document Library in GAINS and upload a general ledger. Step-by-step instructions are available on CDE's GAINS Training website (https://ed.cde.state.co.us/gains/ifr-upload-steps).

Interim Fund Request Monitoring- Federal Grantees

In place of an interim financial report, federal grantees are requested to submit fund requests to date by 1/15 of each respective fiscal year.

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).