

# First thing: brush off your STARS credentials to get started and access SharePoint!

Can't remember your STARS password? Request it from the PED website

<https://webnew.ped.state.nm.us/>:

- Go to PED APPS (IT) tab at top of page,
- STARS Public
- Email my STARS Password

## STARS




























Home / Offices and Programs / Information Technology / STARS



# Student Support and Academic Enrichment (SSAE) Application

Access SSAE   DistrictCode   LEA   DistrictType

There are no items to show in this view of the "LEA" list.

Access SSAE	Give Access To Site ↓	Assign Users to LEA	DistrictCode	LEA	DistrictType	DisplayName
			001	ALBUQUERQUE	State District	Kristine Meurer
			002	RESERVE	State District	Jolene Delgado
			003	QUEMADO	State District	DAVID LACKEY;Anna Wastchak
			004	ROSWELL	State District	JENNIFER COLE;JENNIFER BOLANOS
			005	HAGERMAN	State District	Mark Lovas
			006	DEXTER	State District	Mahesh Reddy
			007	LAKE ARTHUR	State District	Elisa Begueria
			008	CIMARRON	State District	Adan Estrada;Mary Sciacca
			009	RATON	State District	Andy Ortiz

BROWSE EDIT

Save Cancel Paste Cut Copy Spelling

Commit Clipboard Spelling

Recycle Bin

EDIT LINKS

## Current District

LEA: HOUSE

DistrictCode: 050

DistrictType: State District

DisplayName:

Created at 2/23/2021 12:52 PM by  Mahesh Reddy

Last modified at 4/23/2021 10:56 AM by  Mahesh Reddy

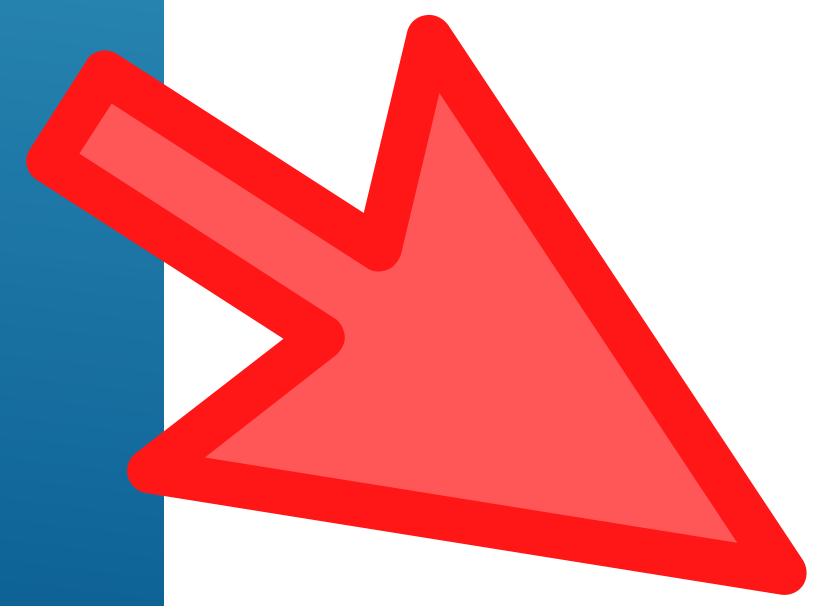
Save Cancel

## School Year

Edit	District Code	School Year	LEA Name	Contact Name	Contact E-mail	Application Status
	050	2021-2022	HOUSE			

Home Page  
for  
Application

click here to  
open the  
application

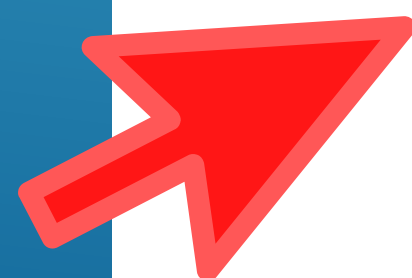
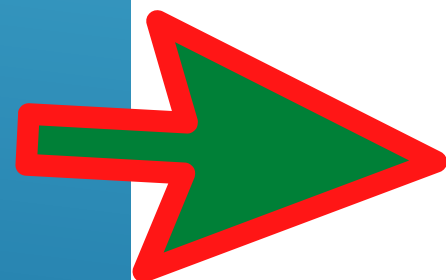


# District Information and Budget Summary

Public Education Department

BROWSE VIEW EDIT

A contact name  
can be added  
by contacting  
your PED SSAE  
liaison



Application  
status and  
communication

## SSAE Application

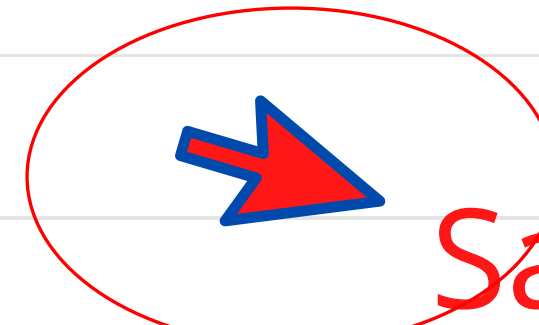
School Year	<input type="text" value="2021-2022"/>
LEA Name	<input type="text" value="HOUSE"/>
DistrictCode	<input type="text" value="050"/>
Contact Name	<input type="text"/>
Contact E-mail	<input type="text"/>
Contact Phone Number	<input type="text"/>
Application Status	<input type="text" value=""/>
SSAE Recommendations	<input type="text"/>
ProjectedCarryover *	<input type="text" value="0.00"/> <small>Enter an Amount of Projected Carryover to Budget</small>
TransferAmount *	<input type="text" value="0.00"/> <small>Enter the amount you would like to transfer from T4 to T1.</small>
<small>Created at 2/23/2021 1:05 PM by <input type="checkbox"/> Mahesh Reddy Last modified at 4/14/2021 10:42 AM by <input type="checkbox"/> Mahesh Reddy</small>	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

## SSAE Budget Summary

Total Amount To Budget	0.00	4107: Well-Rounded Education	0.00
Total Budgeted	0.00	4108: Safe and Healthy Students	0.00
Total remaining to Budget	0.00	4109: Effective Use of Technology	0.00
Projected Carryover Maximum	0.00	4107 Described Amounts	0.00
Projected Carryover Budget	0.00	4108 Described Amounts	0.00
Minimum Amount to budget 4107	0.00	4109 Described Amounts	0.00
Minimum Amount to budget 4108	0.00	4107 Left to budget	0.00
Minimum Amount to budget 4109	0.00	4108 Left to budget	0.00
Equitable Services Amount	0.00	4109 Left to budget	0.00
<a href="#">Update</a>			

## SSAE Uploads

There are no documents in this view.



Save

[Upload Documents](#)

Edit LEA Name CommunityPartnerships General Education Provision Act Consultation

HOUSE

EDIT

Save Close Paste Copy Cut Delete Items

Commit Clipboard Actions

EDIT LINKS

Community Partnerships

List any partnership with an institution of higher education, business, nonprofit organization, community-based organization, or other public or private entity with a demonstrated record of success in implementing Title IV Part A eligible activities (4106 (e)(1)(A)):

[Empty text area for Community Partnerships]

General Education Provision Act (GEPA)

Provide a description in the space below of the steps that will be taken to ensure equitable access to and participation in the SSAE program(s) for students, teachers and other program beneficiaries with special needs. GEPA highlights six types of barriers that impede equitable access or participation: gender, race, national origin, color, disability or age (Section 427 of the General Education Provisions Act \*GEPA (20 U.S.C. §1228a(a)).

[Empty text area for GEPA]

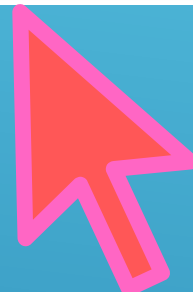
Stakeholder Consultation

Continued consultation with stakeholder groups is a requirement of the Title IV Part A grant (4106(e)). Please provide consultation dates from the past year for the stakeholder groups listed below. Consultation may happen face to face, in the form of a survey, or other two-way communication method.

Required Stakeholder Group	Consultation Date 1	Consultation Date 2
Parents	<input type="text"/>	<input type="text"/>
Teachers	<input type="text"/>	<input type="text"/>
Principals	<input type="text"/>	<input type="text"/>
Students	<input type="text"/>	<input type="text"/>
School Leaders	<input type="text"/>	<input type="text"/>
Specialized instructional support personnel	<input type="text"/>	<input type="text"/>
Local government representatives	<input type="text"/>	<input type="text"/>
Others with relevant and demonstrated expertise	<input type="text"/>	<input type="text"/>
Community-based organizations:	<input type="text"/>	<input type="text"/>
Charter school teachers, principals, and other school leaders (when applicable)	<input type="text"/>	<input type="text"/>
Indian tribes or tribal organizations (when applicable)	<input type="text"/>	<input type="text"/>

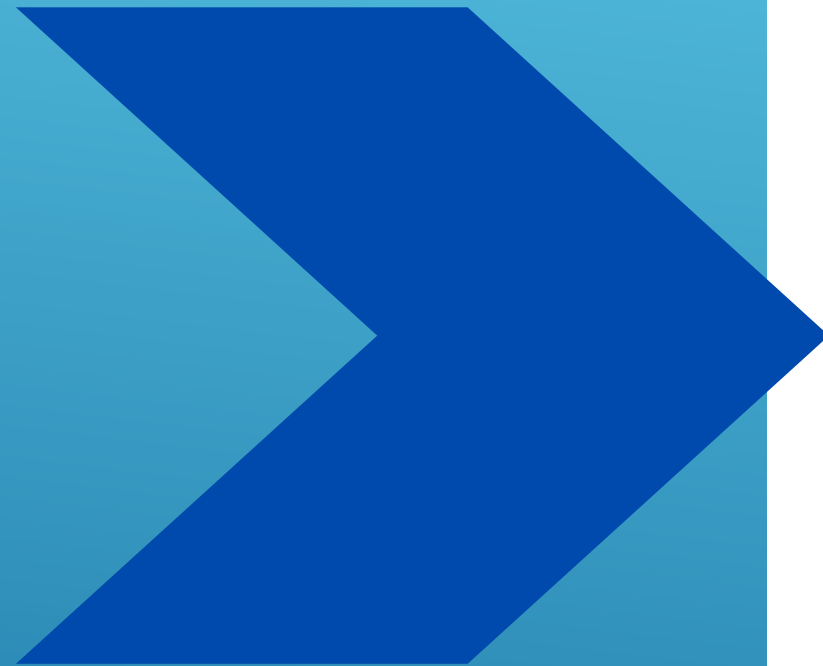
If consultation has not happened for any of the required stakeholder groups, please describe how consultation.

[Empty text area for consultation description]



Click here

To go here



Community Partnership  
General Education Provision Act  
Stakeholder Consultation  
Must all be addressed

Save

# Equitable Services may not apply to all districts

## Equitable Services

Edit	T4Allocation	LEA Name	Enter the number of economically disadvantaged students enrolled in the district or consortium	Enter the total number of students enrolled in the district or consortium
	0.00	HOUSE	0	0

Click here

## Equitable Services Calculations

Edit	PrivateSchool	Total Enrollment	Economically Disadvantaged Enrollment	Equitable Services Amount
------	---------------	------------------	---------------------------------------	---------------------------

There are no items to show in this view of the "EquitableServicesCriteria" list.

To go here

BROWSE EDIT

Commit Clipboard Actions Spelling

Recycle Bin

EDIT LINKS

T4Allocation

Enter the number of economically disadvantaged students enrolled in the district or consortium \*   
only enter here if you want to consider poverty in your equitable services calculation

Enter the total number of students enrolled in the district or consortium \*

Created at 4/7/2021 11:57 AM by  Mahesh Reddy  
Last modified at 4/14/2021 10:53 AM by  Mahesh Reddy

**Save**

# Budget

Edit Budget Category Well Rounded Education 4107 Safe and Healthy Students 4108 Effective Use of Technology 4109 Totals

There are no items to show in this view of the "SSAEBudgetVer2" list.

Enter Budgets

Click here







To go here

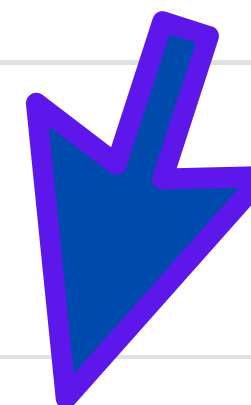


Enter Budgets

EDIT

			
Commit	Clipboard	Actions	Spelling

Choose budget category here



Budget Category

Salaries and Benefits

Well Rounded Education 4107 \*

0.00

Safe and Healthy Students 4108 \*

0.00

Effective Use of Technology 4109 \*

0.00

Save

Cancel

Save

Indirect Cost Rate is pre-calculated and auto-filled.  
It is not required to use these funds.

### Indirect Cost Rate

Edit	LEA Name	IndirectYN	Approved Indirect Rate	ApprovedIndirect4107	ApprovedIndirect4108	ApprovedIndirect4109
	HOUSE		0.0767	0.00	0.00	0.00

Save



# Enter Schools - To receive Funds/Services

Edit Name Of School LEA Name Selection Criterion Activities in which the school is participating

There are no items to show in this view of the "Schools to Receive Title IV Part A Funds" list.

Enter Schools

Click here



To go here



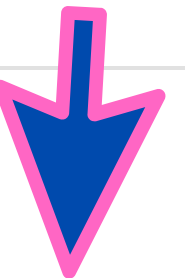
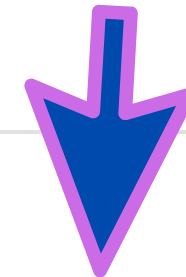
## Enter Schools - Receive Funds/Services

EDIT

Commit Clipboard Spelling

Select school here

Select Category here



Name Of School

HOUSE ELEMENTARY

Selection Criterion

Has been identified for comprehensive support and improvement under section 1111( c)(4)(D)(i)

Please use the drop down menu to indicate the criterion used to select the school for Title IV Part A participation. Note there are no persistently dangerous schools in NM. Please do not select TSI or CSI unless the school is a TSI or CSI school

Activities in which the school is participating

List activity numbers



Save

Cancel

This field must be filled out

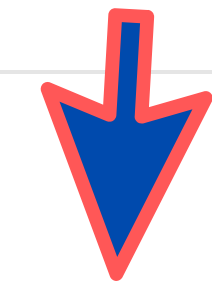
Save

# Enter Activities - Expenses

Edit Activity Name Select 24189 expense category Select type of expense Expense Amount 4107 Expense Amount 4108 Expense Amount 4109

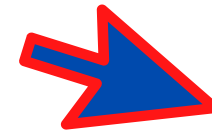
There are no items to show in this view of the "SSAEActivities" list.

## Add one school



Add >  
< Remove

### Add all



Schools

HOUSE ELEMENTARY

HOUSE HIGH

HOUSE JUNIOR HIGH

School Level

- All Elementary Schools
- All Middle Schools
- All High Schools

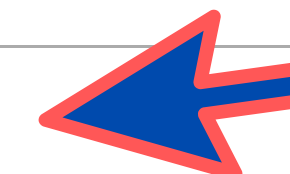
Activity Name

Select 24189 expense category \*

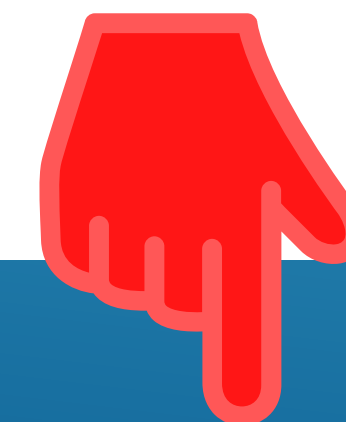
4107: Well-Rounded Education ▾

Select type of expense

- Salaries and Benefits
- Software
- Technology less than \$5,000 per unit
- Equipment greater than \$5,000 per unit
- Student travel
- Professional development
- Contract services
- Supplies and materials
- Mental-health assessment or service
- Other
- 2% direct administration\*\*



Select budget category here



Save

Scroll down for the rest of this page

Enter Activities - Expenses

Click here



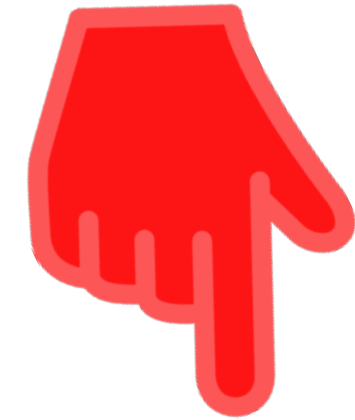
To go here



All of the fields need to be addressed



Software *	0.00
Technology less than \$5,000 per unit *	0.00
Equipment greater than \$5,000 per unit *	0.00
Student Travel *	0.00
Professional Development *	0.00
Contract Services *	0.00
Supplies and Materials *	0.00
Mental-health assessment or service *	0.00
Other *	0.00
2% Direct administration *	0.00
Brief description of activity	<input type="text"/>
Objective	<input type="text"/>
Intended Outcome	<input type="text"/>
How will the effectiveness of the activity be periodically evaluated?	<input type="text"/>



Save

# Assurances

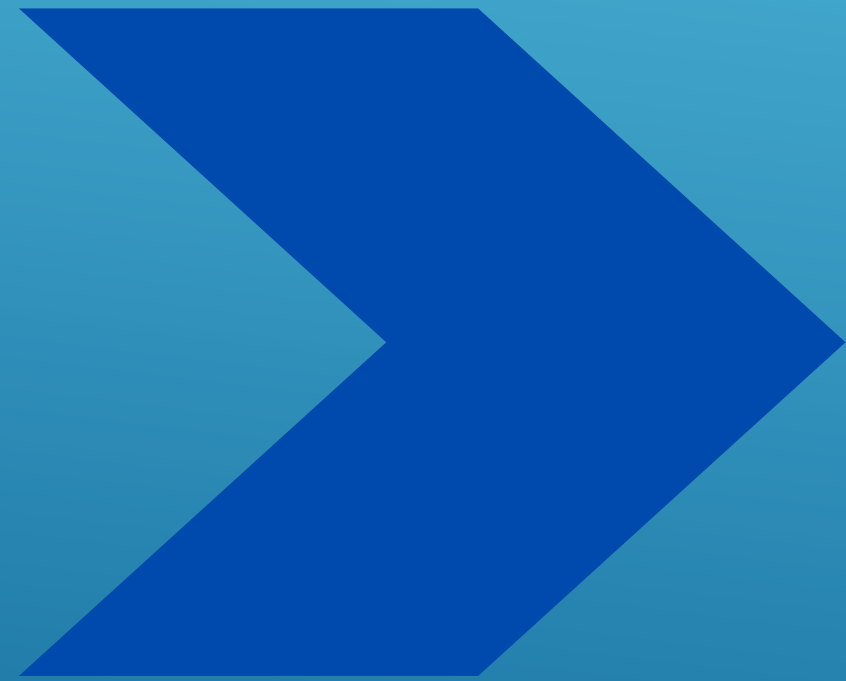
Edit Subgrantee Superintendent/Director (or designee) Date

HOUSE



Click here

To go here



Choose "yes" in the drop-down for each category

Save

## Student Support and Academic Enrichment (SSAE) FY21 Application

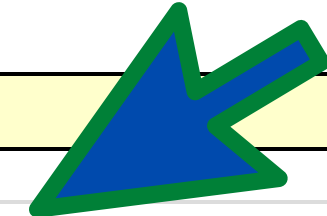
### Assurances

Instructions: Applicants and recipients of SSAE funds must agree to the following assurances. Please read all assurances and place a check mark the appropriate answer for each statement below. The director or superintendent must sign the form by typing his or her name on the signature line at the bottom.

#### Supplement and Supplant Requirements; ESEA Section 4110

The sub grantee agrees to supplement and not supplant with SSAE funds:

Yes



#### Federal Civil Rights: GEPA Section 427

SSAE grant recipients must comply with Federal Civil Rights laws that prohibit discrimination based on race, color, national origin, sex, disability and age. Recipients should be aware that failure to meet their civil rights obligations or respond to the GEPA Section 427 requirement, may be considered violations of grant conditions as well as violations of the civil rights laws and therefore, they may be subject to civil rights and programmatic enforcement mechanisms if there is a violation of these requirements. This may include adding special conditions on a grant, designating a grantee as having high risk status, and/or withholding funds.

The sub grantee agrees to comply with Federal Rights laws

Yes



#### Prioritization of the Distribution of Funds; ESEA Section 4106

In accordance with ESEA section 4106(e)(2)(A), any LEA or consortium of LEAs must prioritize the distribution of Title IV Part A funds to schools that:

- \*Are among schools with the greatest needs;
- \* Have the highest percentages or numbers of children counted under section 1124(c) (i.e., children counted for the purposes of basic grants to LEAs under Title I, Part A of the ESEA);
- \*Are identified for comprehensive support and improvement under section 1111(c)(4)(D)(i) (i.e. are among the lowest-achieving schools;
- \*Are implementing targeted support and improvement plans as described in section 1111(d)(2) (i.e. have consistently underperforming student subgroups); or
- \*Are identified as a persistently dangerous public elementary school or secondary school under section 8532 (ESEA section 4106(e)(2)(A))

The sub grantee agrees to comply with ESEA provisions on Prioritization of the Distribution of Funds (4106)

Yes



#### Use of Funds; ESEA Section 4106

# Consortium Agreement (FOR CONSORTIA ONLY)

Edit	District/LEA Name:	Enter Name of Fiscal Agent	Consortium Director Printed Name
	HOUSE		



Click here

To go here



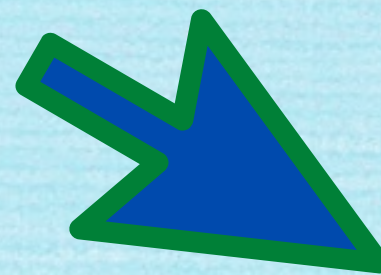
If there is no consortium, this can be left blank

Save

Student Support and Academic Enrichment (SSAE) Application		
Consortium Agreement (FOR CONSORTIA ONLY)		
<i>All parties must sign and date this agreement, by typing their names on the appropriate signature line or otherwise electronically signing the document, and adding the date of signature</i>		
<p>We, the undersigned agree to create a consortium between the fiscal agent and consortium members to allow Title IV funds for consortium members to be awarded to the fiscal agent. The responsibilities of the fiscal agent are outlined below. This agreement is to be in effect for the life cycle of the grant. Should a consortium member leave the consortium after this Title IV application has been approved, the member will forfeit any Title IV funds or services, under this application, to which they were previously entitled. For the purposes of Title IV funding, no new members may join the consortium after the application has been approved.</p>		
Enter Name of Fiscal Agent:	<input style="width: 100%;" type="text"/>	
Responsibilities of the fiscal agent:		
1. Have an IRN number;		
2. Act as the fiscal agent for all fiscal transactions of the consortium, including BARs, requisitions, purchases, payments, etc., and maintain records of all financial transactions carried out on behalf of the consortium. In addition, if the consortium has carryover funds, continue to serve as financial manager until the funding deadline has expired and all paperwork has cleared;		
3. Submit progress reports based on the objectives and outcomes listed in this application as requested by the NMPED;		
4. Ensure that Title IV funds are shared to benefit the consortium members; and		
5. Provide the NMPED with a breakdown of funds expended by expenditure category and as requested by the NMPED.		
<input style="width: 100%; height: 20px;" type="text"/>		
Consortium (fiscal agent) Director (or designee) Printed Name		
<input style="width: 95%;" type="text"/>		<input style="width: 30px;" type="text"/>
Consortium (fiscal agent) Director (or designee) Signature		Date
Consortium Member Signatures		
LEA Name	Printed name and signature of Superintendent (or designee)	Date:
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

# Maybe you need some funds for something else

- Allowed to transfer funds to Title I
- Please inform your liaison
  - Indicate amount in the application home page
  - Carry-over cannot be transferred to Title I

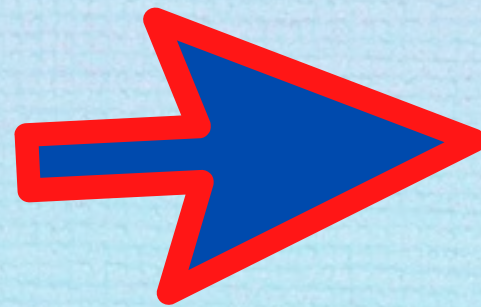


SSAE Application	
School Year	<input type="text" value="2021-2022"/>
LEA Name	<input type="text" value="HOUSE"/>
DistrictCode	<input type="text" value="050"/>
Contact Name	<input type="text"/>
Contact E-mail	<input type="text"/>
Contact Phone Number	<input type="text"/>
Application Status	<input type="text" value="▼"/>
SSAE Recommendations	<input type="text"/>
ProjectedCarryover *	<input type="text" value="0.00"/> <small>Enter an Amount of Projected Carryover to Budget</small>
TransferAmount *	<input type="text" value="0.00"/> <small>Enter the amount you would like to transfer from T4 to T1.</small>
Created at 2/23/2021 1:05 PM by <input type="checkbox"/> Mahesh Reddy	
Last modified at 4/14/2021 10:42 AM by <input type="checkbox"/> Mahesh Reddy	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Save

# When the entire application is complete

Choose Submit to State from the drop down menu



## SSAE Application

School Year	2021-2022
LEA Name	HOUSE
DistrictCode	050
Contact Name	
Contact E-mail	
Contact Phone Number	
Application Status	Submit to State
SSAE Recommendations	
ProjectedCarryover *	0.00 Enter an Amount of Projected Carryover to Budget
TransferAmount *	0.00 Enter the amount you would like to transfer from T4 to T1.

Created at 2/23/2021 1:05 PM by  Mahesh Reddy  
Last modified at 4/14/2021 10:42 AM by  Mahesh Reddy

Total Amount To Budget  
Total Budgeted  
Total remaining to Budget  
Projected Carryover M  
Projected Carryover B  
Minimum Amount to b  
Minimum Amount to b  
Minimum Amount to b  
Equitable Services Am

Edit    
There are no docum

**Save**