IDEA Part B General Supervision Activities
An Integrated Timetable

**Note:** Reporting activities specific to IDEA Part B 619 programs are embedded within the IDEA Part B reporting timetable. IDEA Part B 619 coordinators may use this timetable to identify the general supervision activities for which they are directly responsible.

**Activities on the SPP/APR calendar**
- Review any progress data related to the APR, including the SSIP

**Federally required 618 tables**

**Key activities for the IDEA Part B Grant Application**
- Submit SPP/APR, including the SSIP to OSEP Reporting Tool
- Submit 618 Child Count and Educational Environment Data
- Finalize SPP/APR and begin entering data into SPP/APR in OSEP Reporting Tool
- Submit 618 data for MOE/CEIS
- Address OSEP SPP/APR requests for clarifications

**SPP Indicator 17, SSIP, and general supervision activities**
- Determine eligibility for and allocate Section 611 and 619 subgrants to LEAs
- Review LEA fiscal data and conduct risk assessment
- Review progress data with stakeholders; discuss revisions to SSIP and document reasons for changes or for status quo

**Varies by state**
- Determine RBA monitoring activities and train districts
- Notify each LEA of its annual determination
- Submit 618 data for MOE/CEIS
- Review progress data with stakeholders; discuss revisions to SSIP and document reasons for changes or for status quo

**Ongoing Activities**
- Provide Technical Assistance (TA)
- Conduct district monitoring
- Review/approve any new improvement plans
- Review SPP/APR progress on all indicators, including SSIP improvement activities
- Engage stakeholders throughout the year