

MEGS+ Instructions for 2022-23 Consolidated Performance Report (CPR)

1. Login to MEGS+ - MEGS+ Level 5 Authorized Official or Level 4 Application Administrator assigned to Consolidated Application
2. Search alphabetically for the *Consolidated Performance Report* in your *View Available/Applications Tasks* list and initiate the report.
3. After the *Consolidated Performance Report* is initiated, it will appear in your *My Applications/Tasks* list.
4. Open Consolidated Performance Report and click on *View/Edit*
5. Select "Private School and Local Neglected Institution Participants – Title I, Part A 2022-23" in the *Status Page Name* box.
6. Select the appropriate radio button:
 - The district **provided** Title I, Part A services to students in private schools and/or in local institutions for neglected children in 2022-23.
 - The district **did not** provide Title I, Part A service to any private school students and did not provide Title I, Part A services to students in local institutions for neglected children in 2022-23.
7. If the first radio button is selected, please complete *Section A*.
If the second radio button is selected, click *SAVE* and proceed to step 9.
8. After all information is completed, click *SAVE* at the top of the *Report Page* screen.
9. Select *Change Status* and click *Submit Report*

To access Consolidated Performance Report after it is submitted in MEGS+:

1. Select *Quick Search* link
2. In Application/Task drop-down menu, select *Consolidated Application*
In Fiscal Year, enter 2223
Search
3. Select *Examine Related Items* in Quick Links
4. Click the link to open the *Consolidated Performance Report*

If you have any questions, please contact Judy Thelen at thelenj8@michigan.gov.