

Spring 2019 Training
Performance Report Trivia

QUESTIONS AND ANSWERS

1. List three things/tasks that should be considered/completed before starting to write the performance report.
 - Review the goals described in the application and gather necessary data needed to report out on identified goals. (Keep in mind that you will also need data from any non-public schools participating in equitable services.) The performance report should illustrate the proposed outcome (from the application) and the actual outcome. The goal actual outcomes should reflect accurately the reporting timeframe.
 - Ongoing communication with the financial/business manager to review and confirm all invoicing through June 30th has been completed and aligns to the performance report information.
 - Review each project description and determine if the anticipated outcomes were met. If not met, you should report out on the unmeasurable/unmet outcome by providing additional information, corrective action steps for this outcome and/or steps to meet the outcome in the carryover reporting timeframe.

2. When is the FY19 performance report due?
 - The performance report is due on September 1st with a closeout of expenditures through June 30th. This is a change (from August 1st) for this coming year to illustrate the importance of focusing on the application rather than the performance report.

3. What are the dates of the expenditures that your FY19 performance report should reflect?
 - July 1st through June 30th

4. For district or school goals, if you used a different indicator than the one approved in the application, what should you do?
 - Provide a strong rationale for why the different indicator was used than the one that was approved.

5. True or False: If your proposed outcomes were not met, you should request to have your FY19 application reopened to set less ambitious goals.
 - False. You should report out on the unmeasurable/unmet outcome by providing additional information, corrective action steps for this outcome, and/or steps to meet the outcome in the carryover reporting timeframe.

6. Is it ok to overspend on a particular budget category if the project budget stays within the overall budget?
 - Yes, it is ok to overspend on a particular budget category as long as the expenditures do not exceed the total allocated amount. However, if expenditures in a given budget category are much higher (for example, 10% or \$500) than anticipated, it may be necessary to adjust your project description and budget in the original project.

7. If you didn't spend all your Title I funds, can you transfer some Title I carryover to Title IV?
 - No, because Title I does not have the transferability clause. In other words, funds cannot be transferred out of Title I.

8. True or False: If you have more than 15% of your Title II allocation in carryover, your next year's allocation will be reduced.
 - False
9. On the project continuance request page, can you shift funds around between projects?
 - Yes, as long as the shifted funds do not exceed the funds available in each title.
10. True or False: Rank & distribution rules do not apply to Title I carryover funds.
 - False. If funds are shifted between Title I projects, Rank & Distribution rules must still be adhered to.
11. Can projects for private schools be carried over?
 - Yes, private school projects can be carried over.
12. What happens if a private school does not implement its project fully and funds remain past 9/30/19?
 - Non-public schools and LEAs will need to consult with each other to decide which of three possible options to pursue: an extenuating circumstance request for extension, returning the funds to the LEA, or returning the funds to the federal government.
13. If you create a new project using carryover funds, can you go ahead and start implementing it while you wait for the performance report to be approved?
 - No, you must have approval before expending any funds to a new project.
14. On the summary of projects carried forward and new carryover projects by title page, what happens if there are any funds not included in projects?
 - The system will indicate that you have funds that need to be allocated to projects by changing to red font in the balance line and will not allow you to submit this page.
15. True or False: In the Title I Supplemental Report, schoolwide schools will report just those students who received direct Title I services.
 - False, the schoolwide schools would report on all students.
16. What's the difference between Title I instructional services and Title I support services?
 - Instructional services are provided within reading/language arts, science, mathematics, and reading recovery while support services are provided within supporting guidance/advocacy, health/dental/eye care, and dropout prevention.
17. In a Title I targeted program, which Ed Techs do you need to report to us?
 - You need to report Title IA targeted program paraprofessionals (Educational Technicians) who meet State certification standards. These numbers represent individuals and should include both part-time and full-time staff and paraprofessionals paid in whole or in part with Title IA funds. This is not a FTE count.
18. For the Title II supplemental report, if a private school hasn't reported its participation data to you by the performance report due date, what should you do?
 - The LEA is required to work with the private school to obtain the participation data.