



ESEA Federal Programs Monitoring FAQ

Monitoring Levels

How do I know what monitoring support level my district has for this year? That information can be found within the SAU's ESEA GANs in their annual ESEA Consolidated Application.

If we are identified as needing a low level of support, do we have monitoring documentation due in the instrument in Grants4ME? Those SAUs identified as needing a low level of support do not have any additional documentation to upload in Grants4ME.

Can low level districts still see the high level monitoring items so we can do our own internal audit? Low-level districts will not have a monitoring instrument in Grants4ME, but all the Monitoring Factsheets with the items can be seen on [our website](#).

My SAU is identified as a medium level of support, but we still see the High-level items. Do we need to complete those items? SAUs identified as needing a medium level of support do not need to complete the high-level items. If the district navigates to that item page, they should see a box that reads, "This SAU is required to complete High Level Monitoring." If that box is not checked, the district does not need to complete those items.

My SAU is identified as needing a high level of support, but we still see the medium level items. Do we need to complete those items? Yes, all SAUs identified as needing a high level of support must complete all of the medium and high level items that are applicable.

My SAU is identified as needing a high level of support, but we still see that some of the boxes on High-level items are not checked. Do we need to complete those items? In preparing the monitoring instrument, Maine DOE has determined these high-level items do not apply to your district and do not need to be completed.

How frequently will districts be re-assigned their levels? Will we be notified annually at a certain time? Levels of support for each SAU are determined in Spring, and districts level of support for the coming fiscal year is identified on their GAN.



Monitoring Items and Evidence

Will the monitoring tool ask for any expenditure information, or will this mostly be programmatic?

Each window's instrument includes both fiscal and programmatic monitoring items.

What do I do if an item doesn't apply to my district? For example, if we transfer all our Title IIA funds to Title IA, do we need to complete the monitoring items for Title IIA? If a SAU receives no funding in that Title, transfers all their funding out of that Title, or does not spend that Title's funding on the programming in question, the item should be marked as "N/A"

If we have multiple documents to upload in the instrument, do we have to combine them into one file? Uploading the documents separately or combining them into one file are both acceptable.

Are the documents that we are using in the monitoring instrument the current year or is this monitoring last year's information? The SAU should provide the most up-to-date complete documentation/data they have for each monitoring item.

What is the difference between "meets with recommendations" and "does not meet?" Items that are marked as "meets with recommendations" require acknowledgement of best practices by the SAU moving forward. Items marked as "does not meet" require immediate action steps be taken to rectify the issues.

Will the results change when actions steps are taken? No, the results of the initial review will remain the same, but once the action steps are completed the SAU will need to take no further action.

For B-10, do we need to submit documents 3-7 if we submit our School-Level Parent Involvement Policy? No, the policy is the number one important piece of evidence. SAUs should be submitting school-level policies for all Title I schools.

Monitoring Deadlines

What happens if the district misses a deadline, either in initial submission or in completing corrective actions? Failure to meet deadlines will impact the level of monitoring the district is required to take in the next year. Additionally, there may be fiscal consequences, including delaying substantial approval of the next year's ESEA Consolidated Application and/or funds being placed on hold.



Monitoring Instrument

Where can I find access to training on the monitoring instrument? A recorded training can be found on [our website](#).

What do the colors and circles on the LEA Results page indicate? The colors and circles indicate the results of the initial review of monitoring items. Three green circles indicates that the initial submission of documentation meets requirements. Two yellow circles indicates that the initial submission of documentation meets requirements with recommendations. One red circle indicates that the initial submission of documentation does not meet requirements.