



TITLE I, PART A:

IMPROVING BASIC PROGRAMS OPERATED BY LOCAL EDUCATION AGENCIES

ESEA Federal Programs Title I, Part A Spending Snapshot for Schoolwide and Targeted Assistance

All federally funded program costs must be:

- (1) **Reasonable:** consistent with prudent business practice and comparable current market value
- (2) **Necessary:** required to carry out the intent and purpose of the Title I, Part A program
- (3) **Allocable:** chargeable or assignable in accordance with relative benefits received.

In addition, costs must be aligned with generally accepted accounting principles and adequately documented and budgeted within the grant. **All Title I dollars must be supplemental and spent at the school level** except for the following required and/or optional SAU-level set-asides.

Required SAU-Level Set-Asides

- **Homeless/Foster Care:** SAUs that receive Title I, Part A funds must reserve funds for students experiencing homelessness. SAUs should conduct a needs assessment to determine the reserve amount budgeted. These funds can support students experiencing homelessness regardless of Title I status of their school. Please see the [USED guidance item M-4](#) for allowable use of funds that extends beyond typical Title I, Part A allowability.
- **Parent and Family Engagement:** SAUs with Title I allocations greater than \$500,000 must reserve at least 1 percent of those funds for family engagement activities. 90% of the set-aside must be spent at the school level.

Optional SAU-Level Set-Asides

- **ESEA Coordinator:** These are costs for administering the ESEA Consolidated grant and programming for public and private school students (limited to 4 percent of the Title I allocation).
- **Indirect Costs Salary Differentials:** These include salary and benefit differentials above the base salary allocation may be set aside for this purpose if benefit packages vary wildly between schools and distorts rank and distribution.

Title I, Part A Supplement, Not Supplant Provision

Title I, Part A funds must be used to supplement and not supplant (replace) funds from non-federal sources. State or local funds may not be decreased or diverted for other uses merely because of the availability of these funds. District and school personnel must maintain documentation that clearly demonstrates the supplementary nature of these funds and a neutral budgeting process. The supplement, not supplant, provision is intended to ensure that services provided under Title I, Part A are in addition to, and are not in place of, local funds if Title I funds were not available.



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Title I, Part A: Schoolwide Programs

SCHOOLWIDE: Title I, Part A funds may be used to upgrade the entire educational program in a school so that all students may benefit from the use of these funds. Activities must be a part of the schoolwide plan and support an identified academic need through the school’s comprehensive needs assessment. Supplemental services can be used to support low-achieving students and to improve outcomes for student subgroups such as students with disabilities and multi-lingual learners. All activities must be documented in the schoolwide plan, and all expenditures should be aligned with identified high need areas within the plan.

<p>Allowable Expenditures for a Schoolwide Program</p>	<p>Unallowable Expenditures for a Schoolwide Program</p>
<p>Supports for Title I Students</p> <ul style="list-style-type: none"> • Because all students are Title I students, allowable services and programs will be those that meet documented high needs and are written into the schoolwide plan. This includes salaries and benefits for additional certified staff in the building. • Title I funds may be used to improve the quality of instructional materials, improve attendance, improve school climate, counteract and prevent bullying, provide counseling, mentoring, and school based mental health programs, or provide positive behavioral interventions and supports. • Pre-K, summer and extended day programs • Transportation for Title I programs if not otherwise available • Preschool programs to improve cognitive, health, and social-emotional outcomes for children from birth to the age at which the SAU provides free 	<ul style="list-style-type: none"> • Expenditures that do not benefit documented high needs and are not written into the schoolwide plan • Base pay for principals • Superintendents and administrators who facilitate districtwide responsibilities • Special education services that are otherwise required by law. Title I funds cannot supplant required services outlined in an IEP. • Construction, remodeling, renovation



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<p>public elementary education. Such programs are designed to prepare children for success in kindergarten.</p> <ul style="list-style-type: none"> • Drop-out prevention programs or other programs geared towards at-risk students • Title I coordinator and/or administrator • Stipends for teachers, principals working outside of contract hours on work related to Title I 	
<p>Professional Development</p> <ul style="list-style-type: none"> • Professional Development costs for certified staff in the school if the PD is aligned to highest needs, is evidence-based, and written into the schoolwide plan. • Travel costs if they are reasonable, necessary and relate to the grant program activities. Note that the SAU should have a travel policy that is consistently followed. 	<ul style="list-style-type: none"> • Food and refreshments for staff activities, including working lunches • Professional Development costs for unrelated activities and/or that are not documented in the schoolwide plan
<p>Supplies</p> <ul style="list-style-type: none"> • Instructional materials and supplies related to the high needs outlined in the schoolwide plan • Student awards for effort and achievement (not participation), which are nominal and non-monetary • Technology to upgrade the educational program 	<ul style="list-style-type: none"> • Classroom furniture is generally not allowable unless required for the current Title I program and student needs • Incentives to reward students for participation such as monetary rewards, gift certificates, and/or trips to recreational activities • Costs related to entertainment and/or amusement • Electronic equipment for personal use • Home-based internet services



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<p>Parent and Family Engagement</p> <ul style="list-style-type: none"> • Parent liaison or coordinator for Title I family engagement activities • Stipends for Title I staff to plan for and participate in Title I activities outside of contract hours • Take-home books, kits intended for parent/student at-home learning • Costs for materials, academic games, and activities aligned to high needs. • Costs associated with reducing barriers to parent participation such as transportation, childcare, and light refreshments or cost-friendly meals at mealtimes. 	<ul style="list-style-type: none"> • Meals during non-mealtime family engagement activity • Décor for the family engagement activity. Title I funds should be spent on academic and family activities • Alcohol • Paying parents to participate; Title I can offset costs for barrier to participation but should never directly be payments to parents • Charitable donations • Promotional items: gifts, T-shirts, souvenirs
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Title I, Part A: Targeted Assistance Programs

TARGETED ASSISTANCE: Title I, Part A funds may only be used to meet the needs of students identified as being in greatest need of services. Students must be selected using multiple, educationally related objective criteria. All funds and services must be geared towards those students most at risk of failing. **Please note that all non-public schools that participate in Title I equitable services must facilitate a Targeted Assistance Program.**

<p>Allowable Expenditures for a Targeted Assistance Program</p>	<p>Unallowable Expenditures for a Targeted Assistance Program</p>
<p>Supports for Title I Students</p> <ul style="list-style-type: none"> • Certified teachers, ed-techs that administer and/or support the program • Support staff hours when working with eligible, identified Title I students • Equitable Services for Non-Publics • Pre-K, Summer, and extended day programs for identified Title I students • Transportation for Title I programs if otherwise not available 	<ul style="list-style-type: none"> • Costs/services that are not for the Title I students that have been identified as most at risk of failing • Special education services that are otherwise required by law. Special Education students can be identified for additional Title I services, but Title I funds cannot supplant required services outlined in an IEP. • Base pay for principals



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<ul style="list-style-type: none"> • Credit recovery services for identified Title I students • Title I coordinators and administrators • Stipends for teachers, principals working outside of contract hours on work related to Title I • Enrichment experiences, such as field trips, that aligns with academic content for students in the Title I program 	<ul style="list-style-type: none"> • Superintendents and administrators who facilitate districtwide responsibilities • Core instructional materials for non-public schools • Construction, remodeling, renovation
<p>Professional Development</p> <ul style="list-style-type: none"> • Professional Development costs for the Title I staff directly related to high needs, including supplies • Substitutes to cover for Title I teacher participating in PD • Travel costs if they are reasonable, necessary and relate to the grant program activities. Note that the SAU should have a travel policy that is consistently followed. 	<ul style="list-style-type: none"> • Food and refreshments for staff activities, including working lunches • PD costs that are not aligned to high needs of the students in the Title I program
<p>Supplies</p> <ul style="list-style-type: none"> • Instructional materials for Title I programs • Computer aided instructional software for Title I programs • Diagnostic and progress monitoring materials for Title I programs • Title I data management software • Student awards for effort and achievement (not participation), which are nominal and non-monetary 	<ul style="list-style-type: none"> • Classroom furniture is generally not allowable unless required for the current Title I program and student needs • Incentives to reward students for participation in Title I programs, such as monetary rewards, gift certificates, and/or trips to recreational activities • Home-based internet services • Costs related to entertainment and/or amusement • Electronic equipment for personal use
<p>Family Engagement</p> <ul style="list-style-type: none"> • Parent liaison or coordinator for Title I family engagement activities 	<ul style="list-style-type: none"> • Meals during non-mealtime family engagement activity



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| <ul style="list-style-type: none">• Stipends for Title I staff to plan for and participate in Title I activities outside of contract hours.• Take-home books, kits intended for parent/student at-home learning• Costs for materials, academic games, and activities aligned to high needs.• Costs associated with reducing barriers to Title I parent participation such as transportation, childcare, and light refreshments or cost-friendly meals at mealtimes. | <ul style="list-style-type: none">• Décor for the family engagement activity. Title I funds should be spent on academic and family activities• Alcohol• Pay for parent participation; Title I can offset costs for barrier to participation but should never directly be payments to parents.• Charitable donations• Promotional items: gifts, T-shirts, souvenirs |
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