

MAINE DEPARTMENT
OF EDUCATION

FY25 Title I Summer Application Training

How to Apply and Use Title I
Reallocated Funds for Summer
Programming

Presented by: Jess Caron and Rita Pello, Title I Coordinators &
Tyra Corson, Management Analyst



General Housekeeping

- We'll answer questions at the end. You can use the “chat” feature to ask your question or come off mute at the end of the presentation
- Training will be recorded and put up on our [Guidance](#) page under ‘Title I’ > Summer Reallocated

Questions we'll answer:

- What is the FY25 Title I Reallocated Summer Application?
- What are the parameters/requirements for this grant funding?
- How do we feed students participating in these programs?

- How do I apply?
- When is the deadline?
- What is the process for selecting SAUs for funding?
- What should I know about invoicing and how can I avoid common errors?

- What do we know about good summer programming?
- Who do I go to for support?

What is the Title I Summer Grant?

- Additional application and funding opportunity to support summer programming for Title I students
- **Academic intervention must be the focus with Title I students**
- This funding is SPECIFIC to summer programming
- Funds can be braided with other **summer** funding streams, must be supplemental
- Funding comes from state set-aside funds, returned, and/or repurposed for an additional yet limited grant opportunity

What is the Title I Summer Grant?

Parameters for SAUs to receive funding:

- Only serve Title I students in Targeted or Schoolwide programs through SUMMER ONLY
- Title I allowability restrictions
- Specific parameters within application
 - **Period of Performance:
May 1- August 31**
- Reasonable, Allocable, Necessary
 - Budgeted items support summer programming only

Basic Requirements MUST be met

[-]	4. The logistical parameters are met for the project.
	4.01 No less than 4 weeks, no more than 6 weeks
	4.02 At least 3 days per week
	4.03 No more than 2 field trip days
	4.04 If there is a field trip, it is aligned to the instructional program
	4.05 No less than 4 hours per day, no more than 6 hours per day
	4.06 At least 3 instructional hours

How do we feed students during these programs?

- USDA Child Nutrition Programs can operate during the Summer
- Summer Food Service Program or, in limited circumstances, National School Lunch Program
 - Both options ensure students eat at no charge
- Work with your Food Service Director to get more details
- Title I Summer Reallocated funds **Should Not** be used in lieu of these programs. Please reach out if you have questions about feeding students during the summer with Title IA funds. There are strict rules to this.

So, how do you apply?

- **Through Grants4ME platform**
 - Under FY25
 - Title I Summer Reallocation Grant
 - "Draft Started"
- **User Access**
 - Must have "LEA Title I Summer Reallocation Grant Application Director" role
 - User Access Administrator [can change roles](#)

Application Requirements

- User Access Role
- Contact information
- Needs, Goals, and Outcomes
- Project Description
- Preliminary Summer School Schedule
- Budget request
 - More detailed the better
 - Personnel must be clearly delineated as working outside contract hours (administrating the program, etc)

When is the deadline?

To apply: Monday, March 31, 2025

- Please note, the application is only considered "submitted" after the Fiscal Representative and LEA Authorized Representative have signed off, as done in the typical [ESEA workflow](#).
- **Period of Performance:** May 1 – August 31, 2025
- **Performance Report:** Oct 18, 2025
- **Liquidation:** November 14, 2025

How is my district selected for funding?

Reallocation Procedures

- Submitted on time
- SAUs are prioritized and given points based on:
 - Tier III schools
 - Lower risk status
 - Poverty level (measured by direct cert X 1.6 multiplier)
- SAUs with the highest score will be ranked highest.
- Will award funding until it runs out
- May ask to reduce budget based on past practices
 - 15-25% has been left unspent in the past 2 years

What do I need to know about invoicing and how can I avoid common errors?

Reimbursement Requests Backup

- Detailed trial balance for the service period
- Receipts for supplies, purchased services, travel, etc.

Avoid

- Reimbursement requests that include expenses outside of the period of performance
- Ensure expenses are reasonable and necessary for the summer programming
- Salaries and benefits for this program cannot be accrued

Best Practices & Reminders

Best Practices

[Examples from the field](#)

- Ongoing family engagement
- Intentional small group instruction
- Engaging, hands-on learning experiences opportunities
- Take-home supplies and materials

Resources exist on our website under [Guidance](#)

Q & A

What questions do you have?

Contact

Jess Caron, Jessica.S.Caron@maine.gov

Rita Pello, Rita.Pello@maine.gov

For fiscal/invoicing help:

- Tyra Corson, Tyra.Corson@maine.gov



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