



# FY24 ESEA Consolidated Application Title IV-A

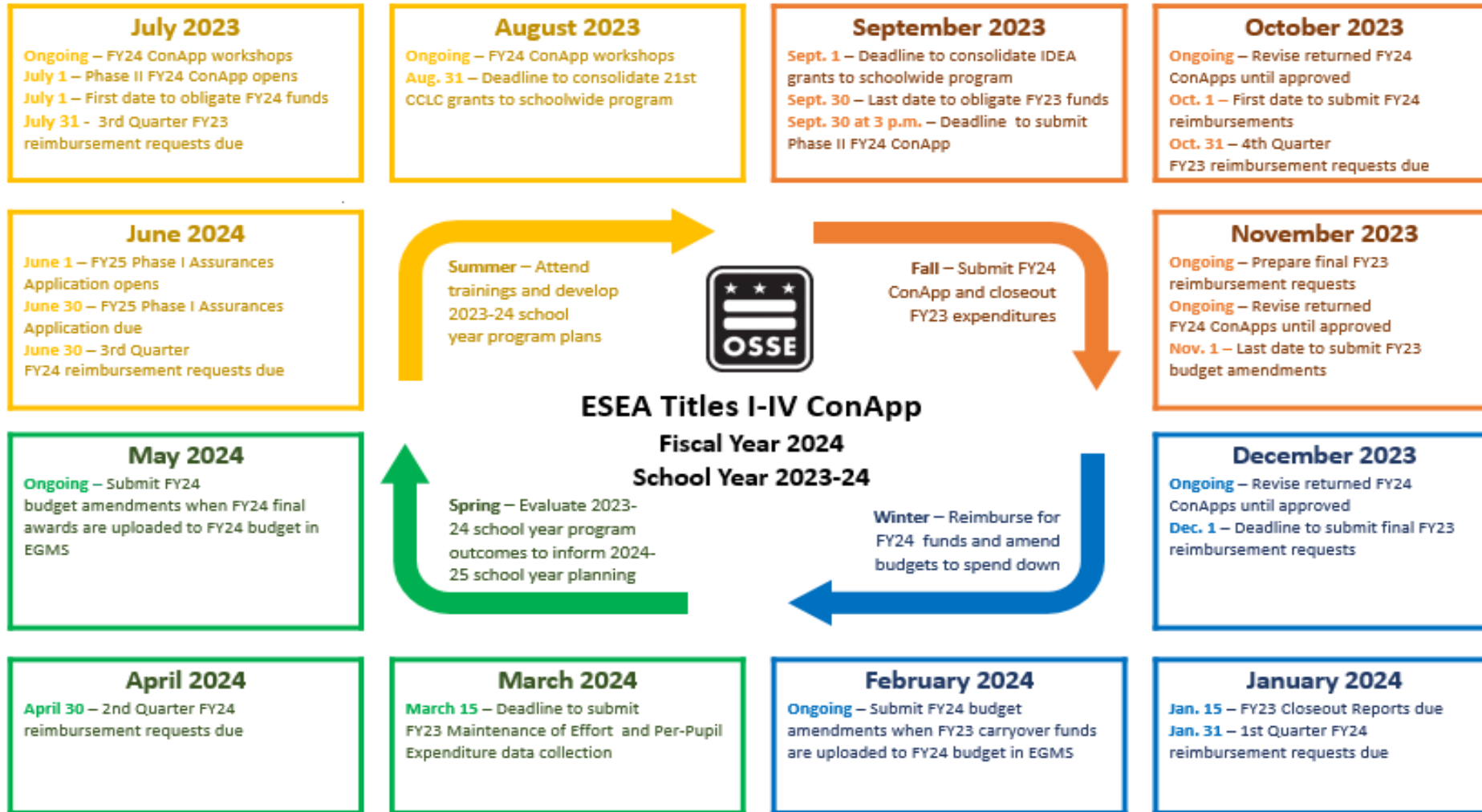
Systems and Supports, K-12

# Goal

To gain a general understanding of:

- Program requirements for Title IV-A
- Title IV-A uses of funds and allowable expenditures
- Financial flexibilities available for Title IV-A funds
- Grant administration requirements
- Compliance and monitoring expectations

# ESEA FY24 Grant Calendar



# ESEA: History and Purpose



The Every Student Succeeds Act (ESSA) was signed into law in December 2015, reauthorizing ESEA.

## **TITLE IV, Part A:** Student Support and Academic Enrichment Grants

**PURPOSE:** To improve students' academic achievement by increasing the capacity of local education agencies (LEAs) to— (1) provide students with access to a well-rounded education; (2) improve school conditions for student learning; and (3) improve the use of educational technology.

# Title IV, Part A – Allocation Calculation

$$\text{LEA's prior year Title I allocation share} \times \text{Total allocation}$$

# Title IV, Part A – Allocation Calculation

**Title IV-A funds are allocated proportionally among LEAs by the relative share of their prior year's Title I-A allocation, with a \$10,000 minimum funding amount.**

- After initial allocation, eligible LEA allocations are proportionally adjusted to ensure that all LEAs receive at least \$10,000.

**Final allocations for individual LEAs may fluctuate year-to-year as a result of:**

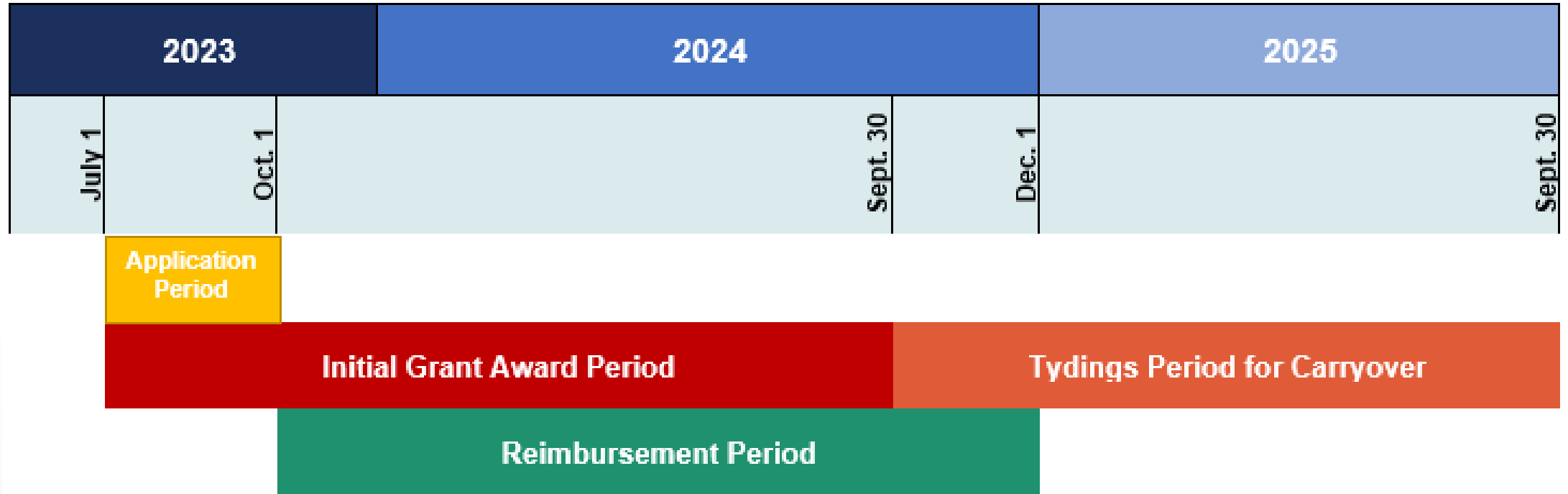
- Variance in the number of qualifying LEAs and/or their relative shares of Title I-A funding
- Reallocations from other LEAs; and/or
- Changes in the District's state-level allocation



## Title IV-A: Grant Administration

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# Life Cycle of FY24 Grant





# Grant Administration Requirements

## Accessing Funds

- Approve Phase I application
- Approved Phase II Consolidated Application

## Rules & Regulations

- [ESSA](#)
- [Education Department General Administrative Regulations](#)
- [Uniform Grants Guidance](#)
- [District of Columbia School Reform Act](#)

## Monitoring

- [OSSE Annual Monitoring](#)
- [US Department of Education Performance Review Process](#)

# Supplement, Not Supplant (SNS)

## Supplanting is presumed when:

- An LEA uses Title IV funds to pay for an activity that is required by federal, state or local law; or
- An LEA uses Title IV funds to pay for an activity it supported with state or local funds the prior year

## An LEA may be able to overcome a presumption of supplanting with written documentation that:

- It does not have the funds necessary to implement the activity and;
- That the activity would not be carried out in the absence of the Title IV funds

# Allowable Uses of Funds - Application

## Necessary and Reasonable

- The expenditure costs are clear to an objective observer
- Expenditures are made in accordance with federal and District laws and regulations and the terms and conditions of the federal award
- Expenses pay a fair market price for the goods or services
- Established practices and policies of the LEA for procurement are followed

## Allocable

- The grant must benefit from the cost in proportion to the amount paid by the grant
- Salary and benefit costs must benefit the program in proportion to the amount paid

# Allowable Uses of Funds – Reimbursement

## Adequately Documented

- Sufficient evidence of expenditures to trace how the funds were spent
  - Invoices and receipts with proof of payment
  - Contracts and invoices including scope of work, dates and rates

## Consistent with the Application

- Approved by the Office of the State Superintendent of Education (OSSE)
- Expenditures must be aligned with program plan and anticipated budget
- If needed, the uses of funds in the application may be amended for a new approval



## Title IV-A: Program Requirements

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# Intent and Purposes

To improve students' academic achievement

Provide all students with access to a well-rounded education

Improve school conditions for student learning

Improve the use of technology in order to improve the academic achievement and digital literacy of all students

# Understanding the Needs

ESSA requires LEAs **receiving more than \$30,000 in Title IV funding** to conduct a Title IV needs assessment to plan the program **once every three years**. The assessment should look at the LEA as a whole and across all schools.

## Needs assessment should assess the following areas

Access to and opportunities for a well-rounded education for all students

School conditions for student learning in order to create a healthy and safe school environment

Access to personalized learning experiences supported by technology and professional development for the effective use of data and technology

# Application Consultation

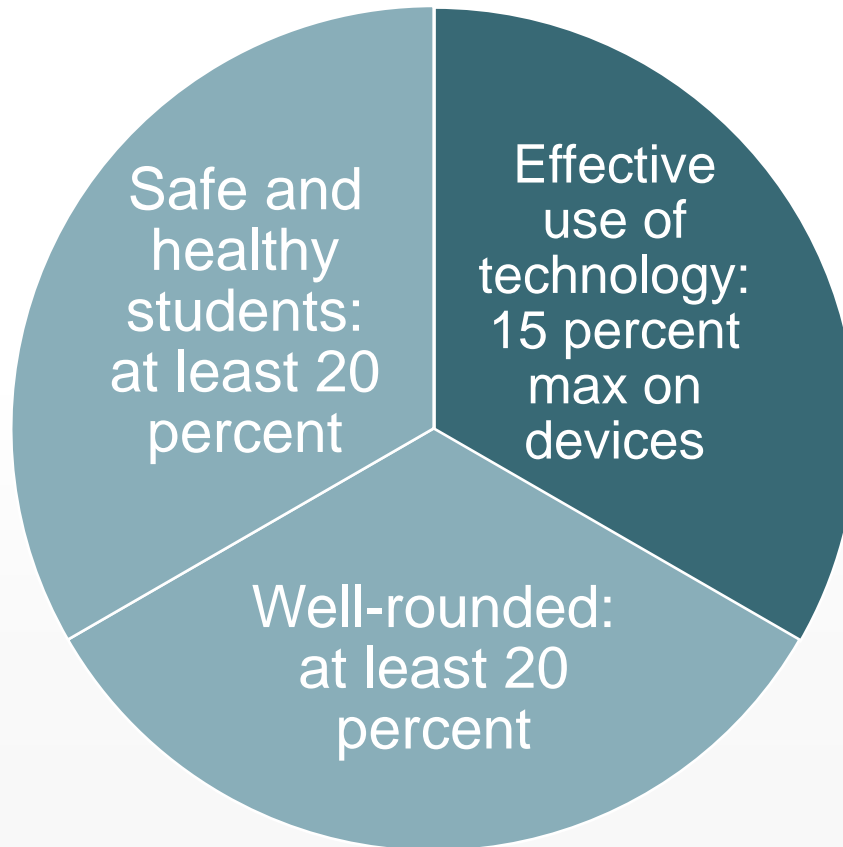
## Stakeholders

- Alternative and transitional education providers
- Community partners/ Community based organizations/ Community members
- LEA Staff
- Local government representatives
- Parents and family members
- Principals
- Specialized instructional support personnel
- Teachers
- Nonpublic Schools (DC Public Schools {DCPS} Only)



# Title IV, Part A – Budgeting Funds

LEAs Receiving > \$30,000



LEAs receiving less than \$30,000 may use funding for any categories in any ratio

# Uses of Funds: Well-rounded Education

- 21st Century Life and Careers
- Accelerated learning programs
- American history
- Career and technical education
- College and career guidance and counseling
- Comprehensive health and physical education
- Computer science
- Dance
- Economics
- Engineering
- Environmental education
- Foreign languages
- Geography
- Government Education
- Language arts literacy
- Mathematics
- Music
- Science
- Social studies
- Science, Technology, Engineering and Math (STEM)
- Technology
- Theater
- Visual and performing arts
- Volunteerism and community involvement

# Uses of Funds: Safe and Healthy Schools

- Bullying and harassment prevention activities and programs
- Crisis and trauma-informed prevention and intervention training and programs
- Drug abuse prevention training
- Drug and violence prevention activities and programs
- Healthy, active lifestyle support activities and programs
- Human trafficking training
- Integrated health and safety practices, activities and programs
- Integrated student and family support system
- Mentoring and counseling
- Nutritional education
- Regular, structured physical educational activities and programs
- Relationship-building activities and programs
- School dropout and re-entry programs
- School-based mental health services and supports
- Suicide prevention training
- Violence prevention training

# Uses of Funds: Effective Use of Technology

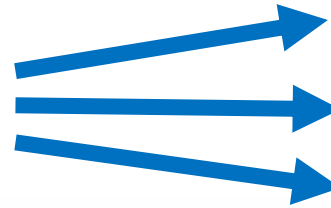
- Blended learning projects
- High-quality digital learning resources and courses for students in rural, remote, and underserved areas
- Professional development in the use of technology and instructional leaders
- Professional learning tools, devices, content and resources for school personnel
- Technology for specialized or rigorous academic courses and curricula

# Financial Flexibilities: Transferring Funds

LEAs may transfer all or a portion of their Title II and Title IV allocations to another fund

## FROM:

- Title II-A
- **Title IV-A**



## TO:

- Title I-A
- Title II-A
- Title III-A

### Key requirements of Transferability:

- Transferred funds become funds of the program to which they are transferred and are subject to all the rules and requirements of the program to which the funds are transferred
- DCPS must consult with private school officials if DCPS transfers funds from a program that provides for participation from private schools

# Financial Flexibilities: Consolidating Funds

Schools may consolidate all or a portion of their Title II, Title III, and Title IV allocations into a consolidated Title I schoolwide program pool of funds



## Key requirements of consolidation:

- Consolidated funds lose their identity and are subject to all the rules and requirements of the Title I program
- Consolidated programs must meet the intents and purposes of the individual Titles that were consolidated

# Required Periodic Evaluation

## Title IV Program Evaluation Required by ESSA

- Objectives and intended outcomes of the Title IV program activities are described in the application
- LEAs must evaluate the effectiveness of the Title IV activities periodically (**at least once every three years**)(Sec. 4106(e)1(E))

## Continuous Improvement for Title IV Activities

- Consider changing the prioritization of schools or categories for funding
- Determine the success of the program in achieving the objectives and intended outcomes
- Inform the decision to consolidate or transfer Title IV funds



## Title IV-A: Compliance and Monitoring

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# Compliance Under ESSA

## Required Programs:

- Equitable Access to Effective, Experienced, and In-Field Teachers
- Family Engagement and Parent Involvement
- Early Learning Coordination with Head Start Agencies

## Required Reporting:

- Maintenance of Effort
- Per-pupil Expenditures

# Program Monitoring

LEAs must capture **evidence of progress monitoring** to ensure the effectiveness of the grant program

Evidence may include:

- Stakeholder engagement
- Teacher conference meeting notes
- Student academic data
- Teacher observations
- School climate data
- Parent and family engagement policy and activities

# Documentation of Stakeholder Engagement

## Different types of engagement generate different types of documentation

- Large public meetings or meetings between organization leaders
- Teachers and staff may have representative meetings, or be surveyed, or feedback may occur during professional development activities
- Engagement that occurs with other education organizations may be documented there

## Types of documentation:

- Opinion survey results
- Meeting notes and presentations
- Decision memos
- Revised versions of policies
- Email conversations

# Parent and Family Engagement Activities

- Develop the Title IV application through consultation with parents
- Engage in continuous consultation with parents in order to improve the Title IV activities
- Create a system that tracks parent consultation events

# Fiscal Monitoring

**The most common findings or areas of improvement** for LEAs in the recent Annual Grants Monitoring cycles were related to the following:

- Documentation of procurement policies and procedures
- Expenditure records (invoices, contracts, payments)
- Accounting records
- Time and effort certifications

# Procurement Policies and Procedures

## DCPS

[District of Columbia Municipal Regulations \(DCMR\)](#)

## CHARTER LEAs

[District of Columbia Public Charter School Board Procurement Contract Submission Policy](#)

## ALL LEAs

- [Education Department General Administrative Regulations \(EDGAR\)](#)
- [Uniform Grants Guidance \(UGG\)](#)

# Time and Effort Certifications

For all personnel expenditures, LEAs should collect and maintain time and effort certifications.

## Time and Effort Certifications **must:**

- Include the name, title and grant role (cost objective) of the employee or contractor;
- Be dated to align with the grant period;
- Be signed by the employee and dated after the fact;
- Match payroll records; and
- Account for total activity (100 percent of time)

## Time and Effort Certifications **should:**

- Be validated with a supervisor's signature; and
- Be completed quarterly, at a minimum, for personnel on multiple grants

## Time and Effort Certifications **may:**

- Follow a semi-annual report pattern for personnel on a single grant; and
- Be signed electronically within a secure system



## Title IV-A: Next Steps and Resources

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# Next Steps

- Applications are due **Sept. 30, 2023 by 3 p.m.** (after 3 p.m., the “submit” button will disappear and LEAs cannot submit)
- Revise applications within two weeks of receiving comments (Oct. 1 – Dec. 31)
- Receive final approval and being requesting reimbursement for expenditures (earliest date is Oct. 1)

# ESEA Consolidated (Titles I-IV) Point of Contact

<p><b>Mark Harris</b>  <a href="mailto:Mark.Harris3@dc.gov">Mark.Harris3@dc.gov</a>                      (202) 741-0256</p>	<p><b>Alison Waddy</b>  <a href="mailto:Alison.Waddy@dc.gov">Alison.Waddy@dc.gov</a>                      (202) 727-8379</p>	<p><b>Mildred Washington</b>  <a href="mailto:Mildred.Washington@dc.gov">Mildred.Washington@dc.gov</a>                      (202) 724-7870</p>
<p>BASIS PCS                      Cedar Tree PCS                      DC Wildflower                      DCPS                      Friendship PCS                      Howard University Middle                      I Dream PCS                      IDEA PCS                      Kingsman Academy PCS                      Maya Angelou PCS                      Mundo Verde PCS                      Perry Street Prep PCS                      Richard Wright PCS                      Shining Stars Montessori                      Social Justice PCS                      St. Coletta PCS                      Washington Global                      Washington Latin</p>	<p>Achievement Prep PCS                      Breakthrough Montessori                      Capital City PCS                      Capitol Village PCS                      Center City PCS                      Cesar Chavez PCS                      Creative Minds                      DC Bilingual                      DC Prep                      DC Scholars                      Digital Pioneers                      E.L. Haynes PCS                      Global Citizens                      Inspired Teaching                      LAMB PCS                      Lee Montessori                      Meridian PCS                      Paul PCS                      Sela PCS                      Sojourner Truth PCS                      Washington Leadership Academy                      Washington Yu Ying PCS</p>	<p>Bridges PCS                      Children's Guild                      DC International                      Eagle Academy PCS                      Early Childhood Academy                      Girls Global                      Harmony                      Hope Community                      Ingenuity Prep PCS                      KIPP DC                      LEARN DC                      Mary McLeod                      Monument                      Rocketship                      SEED                      Statesman PCS                      E.W. Stokes PCS                      Thurgood Marshall PCS                      Two Rivers PCS</p>

# Resources

- [FY24 Title IV-A Application Guide](#)
- [FY24 ConApp Planning Tool](#)
- [FY24 ConApp Checklist](#)