**School/District Plan**

**For Use of Title I, Part A Reward Schools/District
AcademicAchievement Awards Budgets** for **2012-2013**

Instructions: Please complete the following narrative and attach the narrative to the consolidated application when submitting your budgets. The district’s Title I Director must ensure that the descriptions portion of the budget details page found within the consolidated application provides specific detail for each item budgeted for both the district and its Title I Reward Schools.

District Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please provide a narrative response to the questions below:

1. Please provide a narrative description that summarizes the activities and materials to be funded using the Title I, Part A Reward Schools/Districts Award for the school/district receiving an award as identified at the end of this form. This summary must delineate the decision making process utilized at the reward school/district for determining the expenditure of the Title I, Part A Academic Achievement Award funds. A listing of the staff with job titles who were involved in the decision making process at the school/district must be included in the description.
2. Whatprocesses and procedures does the school/district have in place to monitor the use of the Title I, Part Academic Achievement Awards monies?
3. What internal controls does the school/district have in place to promote efficiency of the implementation of the school/district plan for this award, to assure appropriate use and expenditure of Academic Achievement funds, and to safeguard assets and/or avoid fraud and error?

Principal’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

School name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title I Director’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Please Note: If this is a Reward School Award provide the principal’s signature and date of signature, as well. If this is a Reward District Award only the Title I Director/Coordinator and Superintendent’s signatures are required.