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| --- | --- |
| Fiscal Year |  |
| Local Education Agency |  |
| Title II, Part A LEA Coordinator |  |
| Title II, Part A GaDOE Specialist |  |

**Recruitment and Retention Financial Incentives**

Local education agencies budgeting and expending grant money on recruitment and retention financial incentives must meet the requirements of the statute and non-regulatory guidance. Recipients of recruitment and retention financial incentives are not required to complete any work related to the grant in order to receive these incentives, thus this expenditure is not subject to Federal time and effort documentation requirements, but must be documented in compliance with federal grant and local state guidance.

**Allowability**

**ESEA/ NCLB - SEC. 2123. LOCAL USE OF FUNDS.**

(a) IN GENERAL- A local educational agency that receives a subgrant under section 2121 shall use the funds made available through the subgrant to carry out one or more of the following activities, including carrying out the activities through a grant or contract with a for-profit or nonprofit entity:

(2) Developing and implementing initiatives to assist in recruiting highly qualified teachers (particularly initiatives that have proven effective in retaining highly qualified teachers), and hiring highly qualified teachers, who will be assigned teaching positions within their fields, including -

(A) providing scholarships, signing bonuses, or other financial incentives, such as differential pay, for teachers to teach -

(i) in academic subjects in which there exists a shortage of highly qualified teachers within a school or within the local educational agency; and

(ii) in schools in which there exists a shortage of highly qualified teachers;

(4) Developing and implementing initiatives to promote retention of highly qualified teachers and principals, particularly within elementary schools and secondary schools with a high percentage of low-achieving students, including programs that provide--

(B) induction and support for teachers and principals during their first 3 years of employment as teachers or principals, respectively;

(C) incentives, including financial incentives, to retain teachers who have a record of success in helping low-achieving students improve their academic achievement; or

(D) incentives, including financial incentives, to principals who have a record of improving the academic achievement of all students, but particularly students from economically disadvantaged families, students from racial and ethnic minority groups, and students with disabilities.

**Improving Teacher Quality State Grants Non-Regulatory Guidance October 5, 2006**

***Allowable Costs -* E-1. For what activities may an LEA use *Title II, Part A* funds?**

2. Developing and implementing strategies and activities to recruit, hire, and retain highly qualified teachers and principals. These strategies may include (a) providing monetary incentives such as scholarships, signing bonuses, or differential pay for teachers in academic subjects or schools in which the LEA has shortages.

5. Developing and implementing initiatives to promote retention of highly qualified teachers and principals, particularly in schools with a high percentage of low-achieving students, including programs that provide teacher mentoring from exemplary teachers and administrators, induction, and support for new teachers and principals during their first three years; and financial incentives to retain teachers and principals with a record of helping students to achieve academic success.

**Requirement 1: Rationale**

*This may include specific recruitment/ retention information, preferably over a period of years. Retention of specific teachers should also include documentation that records ‘helping students achieve academic success.’*

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**Requirement 2: Budget Line Item**

*Please attach a printed copy of the approved budget line item with descriptions. Include any additional information below.*

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**Requirement 3: Financial Incentive Recipients**

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| **Teacher/ Principal Name** | **Certification ID** | **School Assignment** | **Title – Job Assignment (If applicable, include courses taught)** |
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*If, districts choose to create and format their own documentation, it must, at a minimum, include 1) budget line item, 2) documentation of allowability in the form of law and/ or non-regulatory guidance (NCLB - SEC. 2123 and Title II, Part A Non-Regulatory Guidance E-1) 3) a note explaining why this expenditure is exempt from Federal time and effort documentation requirements, and 4) justification for this expenditure to address local allowability.*