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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/ ESSA- SEC. 2103. LOCAL USE OF FUNDS.**

(b) TYPES OF ACTIVITIES.—The programs and activities described in this subsection—

(B) developing and implementing initiatives to assist in recruiting, hiring, and retaining effective teachers, particularly in low-income schools with high percentages of ineffective teachers and high percentages of students who do not meet the challenging State academic standards, to improve within-district equity in the distribution of teachers, consistent with section 1111(g)(1)(B), such as initiatives that provide—

(ii) differential and incentive pay for teachers, principals, or other school leaders in high-need academic subject areas and specialty areas, which may include performance-based pay systems;

**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 ESSA Sec. 2103, 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.*