Title I Schoolwide Planning Timeline

Action	Time
1. Local Education Agency (LEA) establishes schoolwide eligibility	Prior to planning year
2. LEA notifies school of eligibility	Spring prior to planning year
3. School consults with stakeholders and makes decision to become schoolwide	Prior to August 15 of the planning year
4. LEA sends Letter of Intent or Intent Form to notify State Education Agency (SEA) of plan to develop schoolwide program	By August 15 prior to the planning year
• Designated high quality technical assistance provider/s – can be internal or external	July – August of planning year
• Identifies writing team members	August of planning year
• Develops comprehensive needs assessment	August – November of planning year
5. LEA engages in planning and writing process and LEA director has reviewed schoolwide program plan	November – March of planning year
6. LEA sends draft of schoolwide program plan, with signed schoolwide checklist, to Title I Education Program Specialist for review	By April 30 of planning year
7. Title I Education Program Specialist reviews plan and responds to LEA	By May 30 of planning year
8. LEA submits edited/revised plan to Title I Education Program Specialist	By June 30 of planning year
9. SEA sends school program approval letter to LEA	By August 1 of implementation year
• This approval serves as notification to include schoolwide status in Consolidated Application	
10. School begins implementation of schoolwide program	By August 1 of implementation year