

Title II, Part A Budget Updates and Q & A



- ***Supporting Effective Instruction***
- ***July 29, 2020***

FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Program Manager

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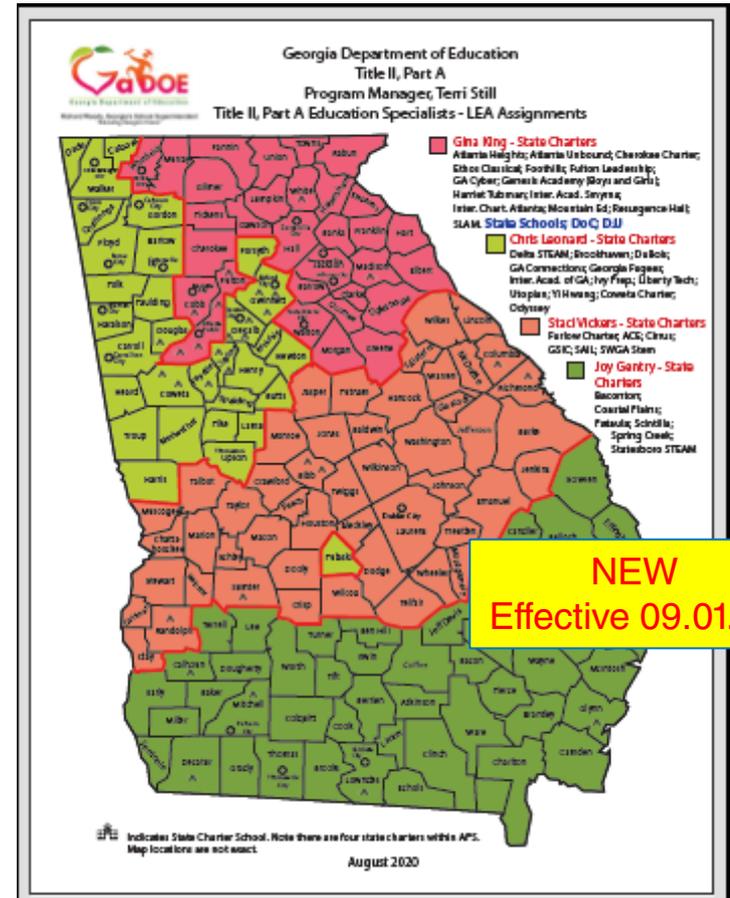
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**NEW Title IIA Specialist
Effective 08.03.20**



FY21 Title II, Part A Budget Updates – Q & A

ESSA Section 2001 - Purpose

What is the purpose of Title II, Part A?

The purpose of Title II, Part A is to provide grants to State educational agencies and sub-grants to local educational agencies to—

- (1) **increase student achievement** consistent with the challenging State academic standards;
- (2) **improve the quality and effectiveness** of teachers, principals, and other school leaders;
- (3) **increase the number** of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools;
- (4) **provide low-income and minority students greater access** to effective teachers, principals, and other school leaders.

FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Budget Updates

Budget Attachment:
Prioritization of Funds
to School Level for
CSI/TSI schools only

Equitable Services
Calculations

Administrative Costs

Indirect Cost
Calculations

Data Collection Forms

FY21 Title II, Part A Budget Updates – Q & A

Budget Attachments

FY21 Title II, Part A Budget Attachments (Use the Budget Checklist & Budget Codes as Guides)

If Applicable:

Title II, Part A Job Description(s) for Title II, Part A funded personnel

FY21 Title II, Part A Budget Attachment:
LEAs Prioritizing Funds to the School Level (CSI and TSI only)

FY21 Title II, Part A Budget Attachment:
Class Size Reduction Worksheet

- Corresponding master schedules
- Verification of approved LEA class size

FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Required Use of Funds #1

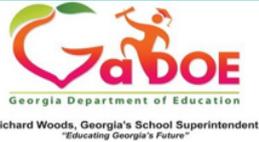
PRIORITIZING FUNDS – 2102 (b)(2)(C)

All LEAs must prioritize Title II, Part A funds to schools that are (1) state identified [comprehensive (CSI) and /or targeted (TSI)] AND (2) which have the highest poverty.

LEAs may budget other funds to achieve these requirements, however this must be documented prior to budget approval.

FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Budget Attachment: Prioritizing Funds to School Level



FY21 Title II, Part A Budget Attachment for LEAs Prioritizing Funds to the School Level for CSI and TSI Schools

Under ESSA Section 2102, LEAs must use a portion of their federal dollars to address gaps in equity and support schools identified by states for improvement. As of December 2018, in consultation with USDE: Accordingly, an LEA must prioritize funds to schools served by the agency who are state identified as [Comprehensive Support and Improvement (CSI)/Targeted Support and Improvement (TSI)]. However, an LEA has discretion in how it prioritizes to these schools. For example, an LEA might allocate all or part of its Title II, Part A funds only to CSI schools, or to CSI and TSI schools, because those schools have the greatest need for Title II, Part A funds to improve academic achievement. On the other hand, an LEA might look at the needs of CSI and TSI schools, consider all the funds from various sources available to meet those needs, and determine that, due to other available resources, a CSI or TSI school does not need priority for Title II, Part A funds. This would then make the Title II, Part A funds available to other priority schools in the LEA. Specifically, LEAs should prioritize funds to increase student achievement and provide low-income and minority students greater access to effective teachers. In Georgia, LEA's must demonstrate this prioritization for CSI and TSI Schools with budget submission. There is not one method for determining allocations. LEAs should choose a methodology that most closely aligns with the LEA's needs and resources and still in compliance with the law. Sample rationales are located on the next tab.

LEA Allocation						
Brief rationale for how the LEA allocated Title II, Part A funds OR a statement that due to other available resources CSI or TSI school prioritization of Title II, Part A Funds is not needed						
LEA School Name	State Identified (CSI/TSI)	Title I Status	% Poverty	% Minority	Student Achievement: 20XX CCRPI	Amount of Title II, Part A Funds Allocated to School

Located on the Title II, Part A Webpage under Guidance and Resources



FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Required Use of Funds #2

PRIVATE SCHOOLS – 2101(d)(2)(I) and Sec. 8501

The LEA must comply with providing equitable services to private schools located within the LEA's **geographic boundaries** for Title II, Part A.

Each LEA's private school calculations for equitable services are located on the Ombudsman and Title II, Part A webpages.

No Title II, Part A Budget Attachment Needed.

FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Administrative Costs

TITLE II, PART A PROGRAM ADMINISTRATIVE COSTS

Program Administrative costs include all costs in function code 2230 and should not be charged to other function codes. Administrative costs must be reasonable and necessary to the administration of the grant.

CONSOLIDATED ADMINISTRATIVE COSTS (2230 882) – Administrative Costs must be reasonable, necessary, allocable under one or more of the contributing programs and 2 CFR Part 200.

GENERAL ADMINISTRATIVE COSTS

General Administrative costs include audit and indirect costs and should be charged in function code 2300

- **AUDIT COSTS (2300-300)**
- **INDIRECT COST RATE (2300-880)**

Title II, Part A Allocations and Indirect Cost Calculations are located on the Title II, Part A webpage.

FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Budget Data Collection Forms

Program Information Tab – completed with the *original budget* and *updated* anytime personnel funded by the grant are added or reduced. Data is collected for (1) fiscal year - Budgeted Funds/Anticipated Expenditures and (2) Program Implementation and Effectiveness.

Consolidated Application

Budget

District Name : [REDACTED] District Code : [REDACTED]
 Fiscal Year : 2018 Program : Title II-A, Improving Teacher Quality - Original
 Status : Superintendent Signed Off (Date: 08/18/2017 14:57:25) Superintendent Sign off date : 08/18/2017 14:57:26

Program : Title II-A, Improving Teacher Quality

Current FY Allocation :	\$282,360.00
Additional Allocation :	\$0.00
Carry Over :	\$0.00
Total Grant Award :	\$282,360.00
Transfer Amount :	\$0.00
Total Amount to be Budgeted :	\$282,360.00

Not Budgeted Funds :

Budget Detail

Fiscal Year	From Program	School	To Sub-Grant	To Program	Function	Object	Units	Price
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FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Budget Data Collection Forms

Data Collection Form– Budgeted Funds/Anticipated Expenditures ([top](#))



Select Data Collection Form: FY Budgeted Funds/Anticipated Expenditures

Breakdown of Current FY Budgeted Funds/Anticipated Expenditures	Current Year Total Amount Budgeted	Previous Year Total Amount Budgeted	Effectiveness Determination Previous Fiscal Years Title II, Funded Activities
Recruitment			
Recruitment Activities (Recruiting Events, Advertising, etc.)	<input type="text"/>	<input type="text"/>	Select End of Year Effectiveness <input type="text"/>
Salaries and Benefits for Title II, Part A Funded Staff Supporting Recruitment	<input type="text"/>	<input type="text"/>	Select End of Year Effectiveness <input type="text"/>
Recruitment & Retention			
Financial Incentives (Recruitment: Signing Bonus, Relocation, etc.) (Retention: Contract Renewal Based on Performance)	\$25.00	<input type="text"/>	Effective - Abandon <input type="text"/>
Professional Development (includes Retention)			
Stipends for Staff Completing PD	<input type="text"/>	<input type="text"/>	Effective - Maintain <input type="text"/>
Additional Compensation for Staff Providing PD (Includes Mentors)	<input type="text"/>	<input type="text"/>	Select End of Year Effectiveness <input type="text"/>
LEA Staff Salaries	\$4750.00	\$111334.00	Effective - Maintain <input type="text"/>
LEA Substitutes	<input type="text"/>	<input type="text"/>	Select End of Year Effectiveness <input type="text"/>
Benefits for Subs, Stipends and Salaries (Private and LEA)	\$4750.00	\$31575.00	Effective - Maintain <input type="text"/>
PD Expenditures (Contracts, PD and GACE Registration, Tuition, Travel)	\$5000.00	<input type="text"/>	Select End of Year Effectiveness <input type="text"/>
PD Expenditures (Software, Supplies, Equipment, Books)	<input type="text"/>	<input type="text"/>	Select End of Year Effectiveness <input type="text"/>
Class Size Reduction			
Teacher Salaries and Benefits (Including CSR Substitute Salary)	<input type="text"/>	<input type="text"/>	Select End of Year Effectiveness <input type="text"/>
Program Administration			
Staff (Salaries and Benefits)	<input type="text"/>	<input type="text"/>	
Administrative Costs (Travel, Supplies, Etc.)	<input type="text"/>	<input type="text"/>	
Audit	<input type="text"/>	\$500.00	
Indirect Costs	<input type="text"/>	<input type="text"/>	
Consolidated Admin	<input type="text"/>	<input type="text"/>	
Schoolwide Consolidation of Funds	<input type="text"/>	<input type="text"/>	
Transfer to Another Federal Program	\$15.00	<input type="text"/>	
Total Budgeted	\$14540.00	\$143409.00	

Budget column auto populates from current year's submitted budget.

Effectiveness rating of previous year's budget. Budget column auto populates from previous year's approved budget.

FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Budget Data Collection Forms

Data Collection Form– Budgeted Funds/Anticipated Expenditures (**Bottom**)

Total Budgeted	\$14340.00	\$143409.00	
Breakdown of Title II, Part A Funded Staff			
Professional Development			
# LEA Staff Split Funded	<input type="text" value="12"/>	<input type="text" value="0"/>	Effective - Abandon <input type="button" value="v"/>
# LEA Staff Fully Funded	<input type="text" value="6"/>	<input type="text" value="1"/>	Effective - Abandon <input type="button" value="v"/>
Program Administration			
# LEA Staff Split Funded	<input type="text" value="12"/>	<input type="text" value="0"/>	
# LEA Staff Fully Funded	<input type="text" value="6"/>	<input type="text" value="0"/>	
Class Size Reduction			
Total Number of CSR Teachers (Split Funded and Fully Funded)	<input type="text" value="18"/>	<input type="text" value="0"/>	Effective - Maintain <input type="button" value="v"/>
# Elementary School CSR Teachers (K-5) (Split Funded and Fully Funded)	<input type="text" value="3"/>	<input type="text" value="0"/>	Effective - Maintain <input type="button" value="v"/>
# Middle School CSR Teachers (6-8) (Split Funded and Fully Funded)	<input type="text" value="9"/>	<input type="text" value="0"/>	Effective - Maintain <input type="button" value="v"/>
# High School CSR Teachers (9-12) (Split Funded and Fully Funded)	<input type="text" value="6"/>	<input type="text" value="0"/>	Effective - Adjust <input type="button" value="v"/>
Content Area(s) Served (Please select all that apply.)	<input checked="" type="radio"/> ELA/Reading <input checked="" type="radio"/> Math <input type="radio"/> Science <input type="radio"/> Soc. Stud. <input type="radio"/> Other		Effective - Maintain <input type="button" value="v"/>
			Select End of Year Effectiveness <input type="button" value="v"/>
Other			
# LEA Staff Split Funded	<input type="text" value="1"/>	<input type="text" value="0"/>	Effective - Maintain <input type="button" value="v"/>
# LEA Staff Fully Funded	<input type="text" value="0"/>	<input type="text" value="0"/>	Effective - Adjust <input type="button" value="v"/>

Effectiveness rating relates to the position funded with Title II, Part A not the staff member hired

FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Budget Data Collection Forms

Data Collection Form – Program Implementation and Effectiveness ([top](#))

Select Data Collection Form: Program Implementation and Effectiveness

Program Implementation and Effectiveness
Current FY LEA Prioritized Needs | Rank LEA Priorities with Priority 1 serving as the top priority.

Priority 1 Professional Development
Priority 2 Recruitment
Priority 3 Retention
Priority 4 Class Size Reduction

Is this a New LEA? Yes

Public School Professional Development Previous Fiscal Year N/A if 100% transfer or consolidation of Title II, Part A in previous fiscal year

To whom did the LEA provide PD (Select all that Apply)

- Teachers
- Principals
- Assistant Principals
- Paraprofessionals

Please indicate all PD Topics Funded by Title II, Part A

- All
- Classroom Practices (instructional strategies and state standards) (TAPS Standard 2: Instructional Planning, TAPS Standard 3: Instructional Strategies)
- Content Knowledge (one or more core academic area) (TAPS Standard 1: Professional Knowledge)
- Innovative Programs: Technology Literacy
- Leadership Development: Educational Leader (LAPS Standard 1: Instructional Leadership, LAPS Standard 2: School Climate, LAPS Standard 6: Teacher/Staff Evaluation, LAPS Standard 7: Professionalism, LAPS Standard 8: Communication and Community Relations)
- Leadership Development: School/System Management (LAPS Standard 3: Planning and Assessment, LAPS Standard 4: Organizational Management, LAPS Standard 5: Human Resources Management)
- Instructional Practices: Collaborative Groups (TAPS Standard 9: Professionalism)
- Instructional Practices: Data and Assessments (TAPS Standard 5: Assessment Strategies, TAPS Standard 6: Assessment Uses)
- Instructional Practices: Different Learning Styles (TAPS Standard 4: Differentiation)
- Instructional Practices: Parent Involvement (TAPS Standard 10: Communication)
- Instructional Practices: Student Behavior (TAPS Standard 7: Positive Learning Environment)

Please indicate all delivery methods LEA uses for Title II, Part A Funded PD

- All
- District & School Level Led PD (Not including PLCs)
- External Conferences & Courses
- External Consultants
- Job Embedded – Coaches, Professional Development Communities



FY21 Title II, Part A Budget Updates – Q & A

Title II, Part A Budget Data Collection Forms

Data Collection Form – Program Implementation and Effectiveness (**bottom**)

Job Embedded – Coaches, Professional Development Communities
 Virtual Training

Determining Title II, Part A Funding Effectiveness for July-June of Previous Fiscal Year Recruitment N/A if 100% transfer or consolidation of Title II, Part A in previous fiscal year

For Recruitment Activities and Incentives funded from July-June of the previous fiscal year, was this funding effective? Yes No Not Applicable

How many teacher vacancies/ new positions did the LEA have from July-June of the previous fiscal year?

How many teachers were hired as a result of Title II, Part A Funded LEA recruiting activities and/ or recruiting incentives during July-June of the previous fiscal year?

Professional Development N/A if 100% transfer or consolidation of Title II, Part A in previous fiscal year

If the LEA funded Public School Professional Development, was this funding effective? Yes No Not Applicable

(Stipends, internal and external facilitators, materials, software, technology, travel, dues/fees/tuition)
 What data did the LEA use to determine this?

Teacher Observation
 TAPS Self-Assessment, LAPS Self-Assessment, and PLP/PLG
 Additional Perception Data
 Student Achievement Data
 Other Data

If the LEA funded staff to provide professional development, was this strategy effective? Yes No Not Applicable

What data do the LEA use to determine this?

Teacher Observation
 TAPS Self-Assessment, LAPS Self-Assessment, and PLP/PLG
 Additional Perception Data
 Student Achievement Data
 Other Data

Class Size Reduction N/A if 100% transfer or consolidation of Title II, Part A in previous fiscal year

Did student achievement increase in the grade level content course(s) or high school content course(s) in which CSR was funded? Yes No Not Applicable

Did cohort achievement increase? Yes No Not Applicable

Program Administration N/A if 100% transfer or consolidation of Title II, Part A in previous fiscal year

If monitored by the Georgia Department of Education in the previous fiscal year, select all areas in which there were findings as a result of Title II, Part A monitoring.

Not Applicable
 Needs Assessment & Planning
 Program Administration (implementation of Equity Plan, Research Based Professional Development, Staff attending High Quality Professional Development, Internal Controls, Program Effectiveness, and Inventory)
 Financial (Time & Effort, Supplemental & Allowable Use of Funds, Drawdowns)
 Equitable Services (Private School Invitation and Consultation)

Were there Title II, Part A findings in last LEA financial audit? Yes No Not Applicable



It's QUESTION TIME!!

Allocations

As a new LEA Title II, Part A Coordinator I need to know where to locate the FY21 Title II, Part A Grant Award Notification (GAN)?

The FY21 LEA GAN for Title II, Part A is located in the FY21 Consolidated App > Attachments Tab > Grant Award Notices dropdown.

Allocations

I just reviewed my LEA's FY21 Grant Award Notification (GAN) and noticed that there are a lot of additional pages attached. What is their purpose?

The purpose of additional pages in the GAN is to identify the terms and conditions for which the LEA is subject as a condition of receiving Title II, Part A grant funds.

- Georgia Title II, Part A Terms and Conditions to include ESEA Section 8546 – Prohibition on Aiding and Abetting Sexual Abuse
- ED Attachment 3 – Single Audit Requirement
- ED Attachment 8 – Trafficking in Persons
- ED Attachment 11 – Specific Conditions for Disclosing Federal Funding in Public Announcements
- ED Attachment 12 – Prohibition of Text Messaging and Emailing While Driving During Official Federal Grant Business
- ED Attachments 13 & 14 – Registration of Unique Entity Identifier (DUNS) and System for Award Management (SAM)
- ED Enclosure 3 – The Use of Grant Funds for Conferences and Meeting

Allocations

When should LEAs expect to see their allocations in the FY21 Consolidated Application?

LEAs should expect to see their FY21 Title II, Part A allocations in the Consolidated Application by August 7, 2020.

Allocations

Why is my LEA's Title II, Part A allocation reduced from the previous fiscal year?

There may be a variety of reasons for a **reduction** in an LEA's Title II, Part A allocation from previous fiscal year -

- (1) reduction in overall state allocation
- (2) reduction in LEA poverty count
- (3) increase in the number of new and expanding charters

Allocations

As a new State Charter School my projected student enrollment in the spring was 598, however, with the beginning of school the student enrollment is only 323. How will this impact my Title II, Part A allocation?

- New State Charter Schools are forward funded (based on projected enrollment) in July and once the actual October FTE enrollment counts are determined and there is a reduction in enrollment, the LEA's allocation will be reduced.
- It is recommended that new charter schools who have a reduced enrollment when school opens, to not spend 100% of allocated funds in order to avoid repayment of Title II, Part A funds in February due to a reduction in allocation.
- The GaDOE submits a reallocation amount to the SBOE in February for unused funds, new, expanding, and closed Charter LEAs. This allows a reallocated amount of Title II, Part A funds to be redistributed for all LEAs.

Supplanting

Should Title II, Part A budgeted items be above and beyond what the district pays for or has paid for in the past?

Yes.

When determining whether or not an expenditure would create a presumption of supplanting, the LEA should consider these questions:

- Is the program or activity that the LEA wants to fund required under state, local, or another federal law? If it is, then it is supplanting.
- Were state or local funds used in the past year to pay for the program or activity? If they were, it is supplanting.

Supplanting

Since funds are reduced, may Title II, Part A fund an instructional coach salary that was funded locally in FY20?

It depends.

- Coordinators should discuss the local circumstances with their assigned Title II, Part A specialist to determine if supplementing with Title II, Part A funds is viable in the event of fund reductions from other sources.
- Review existing documents such as the LEA's past fiscal year and current fiscal annual state budgets and revenues. The LEA's finance department should consult with the GaDOE if it is faced with precipitous decline.
- On a program level, if it appears that there is a question as to whether or not the LEA is supplanting in a case of precipitous decline, the Title II, Part A Program Office recommends that LEAs write a narrative explaining how funds will be used to supplement the current fiscal year budget that has been reduced since the previous year. These items, along with supporting documentation, should be placed in a file that would be available in the event of an audit.

Ed-Flex

What parts of the Title II, Part A statute may be waived with Ed-Flex?

Ed-Flex waivers **are designed to** help LEAs carry out education reforms and **raise the achievement levels** of all children by **providing increased flexibility** in exchange for **enhanced accountability for the performance of students.**

Waiver requests must be linked to the LEA's specific goals within the CLIP that address LEA needs related to improving student achievement, teacher and leader effectiveness, and minority student access to effective teachers and leaders.

LEAs should contact their Title II, Part A Specialist for guidance on allowable Ed-Flex waivers for Title II, Part A that address the LEA's needs and meet the purpose of Title II, Part A.

Transfer of Title II, Part A Funds

What steps need to be taken if we choose to transfer Title II, Part A funds to another federal program?

When transferring funds LEAs will:

- Notify the programs that are impacted of the intent to transfer through email notification or in the CLIP
- Enter the transfer as a line item in the Title II, Part A budget using code 5000 930
- Make sure the receiving program budget is open when entering the transfer
- When funds are transferred, the funds are now subject to the guidelines of the receiving program.

Transfer of Title II, Part A Funds

If we transferred 100% of Title II, Part A funds into Title I in FY20, doesn't that make me unable to fund recruitment with FY21 Title II, Part A funds? We did not fund recruitment with Title I in FY20.

Not necessarily.

If the LEA did not fund recruitment with state or local funds in FY20, then it may be allowable to fund recruitment with Title II, Part A funds in FY21 if it aligns with the LEA's identified needs.

If recruitment was funded with state or local funds in FY20, then Title II, Part A fund may be used to **supplement** the amount of state and local funds used for recruitment in FY20.

Transfer of Title II, Part A Funds

What documentation must be maintained at the LEA level when transferring Title II, Part A funds to another federal program?

- Documentation of the notification of transfer must be included in either the (1) attachments tab of ConApp, or (2) in the FY21 CLIP.
- Title II, Part A funds **MUST** be drawn down first if transferred to another program.
- For LEAs who transfer, the draw down of Title II, Part A funds must be supported by expenditures from the receiving federal program and maintained on file in the LEA.
- LEA's Title II, Part A Completion Report will support evidence of the Title II, Part A funds drawn down.

Consolidation of Funds

We consolidated Title II, Part A funds in FY20 (also will for FY21). What end of year reports will need to be completed for FY20?

- 09.30.20 - DE46 Initial District Actuals (inclusive of Fund 150) is due to Financial Review
- 10.30.20 - Completion Reports are due for federal programs reporting in MyGaDOE to GaDOE Grants Accounting (following the end of the state fiscal year and federal award period)
- For LEAs who consolidate Title II, Part A funds, effectiveness of strategies is captured annually and checked during monitoring.

Equitable Services

We have participating private schools in Title II, Part A for the first time this year. Do we have to complete and attach the Title II, Part A Equitable Services Worksheet with budget submission?

No.

In FY21, the Title II, Part A Equitable Services Worksheet for participating private schools is completed by GaDOE Title II, Part A Specialists and posted on the Ombudsman and Title II, Part A webpages for LEA convenience.

Reminder: There is a FY21 Equitable Services Webinar: Overview and Updates scheduled for August 20, 2020. All Title II, Part A Coordinators with private schools participating in Title II, Part A equitable services are encouraged to attend. Refer to the Friday GaDOE Federal Programs Updates email for details.

Equitable Services

Is it preferable to have private school budgeted items listed separately by school or together per object code in ConApp?

The Ombudsman recommends choosing one of the two options below:

Option 1: Equitable Services are budgeted by function and object code – each school is on a unique line

- Function Code – Object Code – Description PRIVATE SCHOOL Equitable Services with Name of Participating PS – line item description

Option 2: Equitable Services are budgeted by function and object code – multiple schools are included in a single line, but costs per school are distinguished in the budget description.

- Function Code – Object Code – Description PRIVATE SCHOOLS Equitable Services with Name of Participating PS – line item description and cost per school

Equitable Services

How does Equitable Services Carryover money get distributed?

There are two scenarios when Equitable Services may be carried over:

1. The private school is unable to spend all its funds (justification must be included) and carryover is approved by the Ombudsman
 - ❖ Once carryover is applied to the budget in the ConApp then those carryover funds are used specifically for that school
2. A private school closes or opts to not participate in Title II, Part A equitable services
 - ❖ Once carryover is applied to the budget in the ConApp then those funds are redistributed between both public and private schools

In both scenarios the GaDOE Title II, Part A staff will perform the calculations and the amounts to be budgeted for each private school will be available on the Ombudsman's webpage in the Title II, Part A Equitable Services Worksheet for the LEA.



CLIP and Budgeting in FY21

Our LEA cloned the FY20 Online CLIP and I need to do an FY21 CLIP amendment to add a new goal. What sections of the CLIP should I also update for Title II, Part A before I submit?

It is **recommended**, but not required to update the following CLIP sections if an LEA submits an FY21 Online CLIP amendment:

- C-1 Complete transferability section
- C-4.1 Required Question – Coordination of Funds
- C-4.1 Required Question – Professional Growth Systems
- C-4.2 Required Question - TSI/CSI Schools

CLIP and Budgeting in FY21

Is there anything special LEAs need to know for FY21 budgeting since our FY21 CLIP is mostly unmodified?

If the LEA is making no changes to how Title II, Part A is implemented for FY21, then the Title II, Part A budget will be developed based on the Title II, Part A action steps included in the FY20 CLIP. The cloned FY20 CLIP is now recognized as the LEA's FY21 CLIP. If the LEA plans to amend the FY21 CLIP by making changes to goals or action steps, the budget will need to align with the amended FY21 CLIP.

FY21 Data Collection Forms

Our LEA will continue to fund a PD activity for the current fiscal year but will increase the funding amount for the activity. Should I indicate the effectiveness as “Effective – adjust” because the funding amount will increase?

No.

It should be indicated as “Effective-Maintain” because the same PD is being funded. The increase in the budgeted amount has little if any impact on its effectiveness.

FY21 Data Collection Forms

We have never included mentors as Title II, Part A funded employees in the Data Collection Form. Should we have been checking mentors each year as funded employees? I have always entered zero.

No.

Mentor compensation is usually funded as additional compensation not as a salaried employee. Mentors should NOT be included in the number of funded positions on the first data collection form.

Title II, Part A Allowability

Can Title II, Part A funding be used for funding MTSS Coordinator?

It depends.

- Job descriptions for Title II, Part A funded personnel must be uploaded in the attachment tab during budget submission annually for the purpose of determining allowability of the position. The job description (roles and responsibilities) for this position must align with the intent and purpose of Title II, Part A to be considered an allowable use of Title II, Part A funds.
- Additionally, if this position was funded with state and/or local funds in the previous fiscal year, then funding the position would be supplanting.

Title II, Part A Allowability

Is it okay to use a large portion of your Title II, Part A funds to complete PD in the summer?

Yes.

It is not uncommon for LEAs to reserve Title II, Part A funds until June to support **planned** professional development such as stipends, contracts, registration, travel, and additional compensation.

Title II, Part A Allowability

What are some allowable costs that may be charged to Title II, Part A grant administration?

Common allowable administrative costs (2230) include:

- Partial or whole funding of Title II, Part A Coordinator to administer the grant
- Partial funding of Title II, Part A clerical staff
- Registration, travel, contracted services for Title II, Part A Grant training
- Title II, Part A administrative technology supplies, etc.

Title II, Part A Allowability

Which salaries may be funded through Title II, Part A and how often should monitoring of accounts occur?

Some examples of supplemental Title II, Part A funded salaries (with approved job descriptions) include:

- Class size reduction (CSR) Teachers
- Title II, Part A Coordinator
- Title II, Part A Clerical Staff
- Instructional Coaches
- Recruitment personnel

Title II, Part A accounts should be monitored in accordance with the LEA's Internal Controls.

Title II, Part A Allowability

Is budgeting Employee Benefits using Object Code 200 as a lump sum allowable for Title II, Part A?

Yes.

LEAs have the option of budgeting employee benefits as one lump sum or breaking out each individual benefit. It is recommended that Title II, Part A Coordinators consult with their Finance Office when budgeting for employee benefits.

Title II, Part A Allowability

Who are considered allowable Title II, Part A participants for Title II, Part A funded activities?

Generally, teachers (including instructional coaches), school leaders (principals & asst. principals), and other school leaders are considered allowable Title II, Part A participants. LEAs should refer to the Title II, Part A Local Use of Funds for specific allowable participants for activities funded by Title II, Part A. The Title II, Part A Handbook contains the ESSA Local Use of Funds and a chart that outlines allowable participants by specific use of funds.

**Title II, Part A
Chart of Allowable Participants**

Local Use of Funds/Types of Activities	Allowable Participants
A. Evaluation System	System is to support teachers, principals, other school leaders
B. Teacher Recruitment and Retention	R & R activities for teachers, principals, other school leaders, paraprofessionals, coaches, mentors, evaluators
C. Recruitment from Other Fields	To become teachers, principals, other school leaders
D. Evidence Based Class Size Reduction	Teachers
E. High Quality, Evidence-Based Personalized Professional Development	Teachers, Instructional Leadership teams, principals, other school leaders
F. Programs/Activities to Increase Ability of Teachers to Teach SWD & EL	LEA/School staff that will support teachers or direct support for teachers
G. Programs/Activities to Increase Knowledge and Ability to Support Educators in Early Learning (through age 8) which may include PD and transition planning to Elementary	Knowledge – teachers, principals, other school leaders; Principal Support – teachers, teacher leaders, early childhood educators, school staff (paraprofessionals) and other professionals

Title II, Part A Allowability

Our LEA has District Office Administrators that directly support principals and school leadership teams, would professional development for District Office Administrators be an allowable expense as “other school leaders”?

1. Yes.
 - IF, the PD directly supports the principals in their roles as instructional leaders in their school buildings and the District Office Administrators actively and frequently **take responsibility** for **mentoring** the principals with **daily instructional leadership** AND the **school’s day-to-day managerial operations**
2. No.
 - IF, the focus of the PD is limited to only the specific job responsibilities of the District Office Administrators (LEA level vs. school level)

Allowability of LEA level personnel participating in PD with Title II, Part A funds should be discussed with assigned Title II, Part A Specialist prior to participation.

Title II, Part A Allowability

May Title II, Part A funds be used to pay for conference attendance?

It depends.

- Does it align with the LEA's District Improvement Plan?
- If applicable, does it align with a teacher or leader, personalized professional development plan?
- Does it meet the professional development definition to be sustained, intensive, collaborative, job-embedded, data-driven, and classroom-focused?
- Is the individual PD part of a much broader PD focus?
- Does it align with the LEA's GAN Enclosure 3 – *The Use of Grant Funds For Conferences and Meetings?*

Professional Development (PD)

Is the professional development definition also waived in FY21?

No.

The Professional Development definition waiver in place during the 2019-20 school year is no longer applicable in 2020-21. (*Refer to Federal Programs Handbook – Appendix F*)



Professional Development (PD)

How should LEAs budget for professional development in FY21?

Budgeting for PD in FY21 should be no different than any other year in that the PD must:

- align to the LEA needs and the Title II, Part A action steps included in the LEA's CLIP
- align with the ESSA PD definition
- be evidenced-based
- be necessary, reasonable, and allocable

LEAs may want to consider budgeting PD items that support the current shift in PD format to virtual.

Professional Development

How do we demonstrate that PD has been implemented before stipends are awarded to participants?

As per State Board Rule, 160-3-3-.04, stipends are to be awarded after participants have demonstrated the skills/knowledge gained from the PD in the classroom or job setting. Some examples of how participants may demonstrate their learning include:

- Lesson plans or unit plans demonstrating the new skills/knowledge
- Classroom observations where the participants demonstrate the new skill/knowledge
- Developing course material during the PD to use in the classroom

Professional Development

How do LEAs determine if a conference is an allowable use of Title II, Part A funds?

Since conferences do not meet the ESSA definition for professional development, LEAs may want to consider the following factors:

- Is the conference consistent with the LEAs approved CLIP?
- Is the conference reasonable and necessary to meet the LEA goals to achieve the purpose of Title II, Part A?
- Is the primary purpose of the conference to disseminate technical information (best practices, content specific, plan/coordinate the work being done under the grant, etc.)?
- Are there more effective or efficient alternatives that are available that can accomplish the desired results at a lower cost, for example, using webinars or video conferencing?

Professional Development

How do we provide evidence that funding a principal to attend GACIS was effective in meeting the purpose of Title II, Part A and in meeting the LEA's improvement goals?

To demonstrate that attending the conference meets the ESSA PD definition, it is incumbent on the LEA to provide evidence of how the GACIS conference was part of a much larger PD plan aligned with LEA goals and/or a personalized PD plan for the principal.

Additionally, the LEA must document how attending the conference impacted the principal's effectiveness (conference evaluation, LKES data, walk through data) and impacted student achievement (benchmark data, GMAS, grade level assessments, walk through data).

What is the process for funding Title II, Part A Class-Size Reduction teachers for FY21?



- CSR Teachers must be supplemental to those required by State Board rule 160-5-1-.08, Class Size, or class size maximum officially established by Charter LEAs or Strategic Waiver School Systems
- Documentation (submitted as attachments in the Consolidated Application) to verify Title II, Part A funds expended to reduce class size are supplementing non-federal funds
 - FY21 Class Size Reduction Workbook
 - Appropriate worksheet (Self-Contained Classes or Departmentalized Classes) completed for each school implementing CSR
 - Master schedule in *chart format* for schools implementing CSR
 - Title II, Part A – elementary, middle, and high schools
 - Official verification of LEA established class size maximums (2020-21) for Charter LEAs and Strategic School Waiver Systems

Title II, Part A Carryover

Does Title II, Part A have carryover limitations?

No.

The Tydings Amendment (GEPA Section 421) permits LEAs to carryover 100% of Title II, Part A funds.

Title II, Part A Carryover

Our LEA was unable to spend all FY19 Title II, Part A funds before schools closed in March 2020 due to the pandemic, will the carryover grant period be extended for FY19 funds?

Yes.

GaDOE will extend awards which were active as of March 31, 2020 and scheduled to expire prior or up to December 31, 2020 (FY19 funding), automatically at no cost for a period up to twelve (12) months. (*FAQs Overarching ESSA and IDEA Programs – School Closures*)

Title II, Part A Carryover

When will we receive our FY20 Title II, Part A carryover funds?

Once the LEA has submitted its FY20 Title II, Part A Completion Report to Grants Accounting for approval, the LEA's Title II, Part A FY20 Carryover funds will be dropped into the ConApp.

Note: FY20 Title II, Part A funds will continue to be available for the duration of the 27-month period of availability (July 1, 2019 to September 30, 2021) with no scheduled extension.

Title II, Part A Carryover

When our LEA receives its Title II, Part A carryover funds from FY20 in the ConApp, what is the next step?

The Title II, Part A Handbook includes a Budget Consideration Chart for budgeting Carryover of Funds

Title II, Part A Budget Considerations for Carryover Funds
<ul style="list-style-type: none">• Did you transfer or consolidate Title II, Part A funds with your original budget? If so, do you plan to transfer or consolidate carryover funds?
<ul style="list-style-type: none">• Determine how carryover funds will be budgeted for the LEA.
<ul style="list-style-type: none">• Have extenuating circumstances impacted your private schools and their ability to spend Title II, Part A funds? If so, you may want to consider requesting approval from Ombudsman for private school carryover funds.
<ul style="list-style-type: none">• If adding new line items to the budget, are the items aligned to the action steps funded by Title II, Part A in your approved CLIP?
<ul style="list-style-type: none">• Determine if new line items are an allowable use of Title II, Part A funds. Helpful resources for determining allowability located in the Title II, Part A Handbook include: Authorized Use of Funds A-P and Essential Questions for Determining Allowability.
<ul style="list-style-type: none">• Develop a plan for measuring effectiveness of implementation and impact of additionally funded action steps.
<ul style="list-style-type: none">• When entering budget descriptions in the Consolidated Application, did you include the CLIP alignment and the evidence-base description?
<ul style="list-style-type: none">• Review the CSI and TSI schools lists on the Accountability page of the Georgia Department of Education website. If the LEA has newly identified CSI or TSI schools, the Budget Attachment: School Level Prioritization of Funds must be uploaded under the General Attachments tab to indicate the (1) prioritization of funds to these schools, or (2) a justification stating why Title II, Part A funds do not need to be prioritized to the schools. If the attachment was previously uploaded for prior identified schools, the attachment must be updated to include the newly identified CSI and/or TSI school(s).

Supporting Documentation

Where can I find examples of source documentation for Title II, Part A budgeted items?

Examples of source documentation for Title II, Part A budgeted items may be found in the Title II, Part A Handbook – Appendix G – *Suggested Source Documentation - Expenditures*

FY20 CFM Rescheduled LEAs

Does Title II, Part A have any additional guidance for those LEAs who rescheduled their FY20 CFM until the fall 2020?

Yes.

Title II, Part A has a Knowledge Base FAQs document on the Title II, Part A webpage which contains questions and answers for rescheduled FY20 Title II, Part A CFM LEAs.

Reminder: There is an Optional Federal Programs Q and A Webinar opportunity for FY20 CFM rescheduled LEAs scheduled for Tuesday, August 4, 2020. Rescheduled LEA CFM contacts should have received registration information from Federal Programs Director, John Wight



What Title II, Part A Budget Resources are Available?

Title II, Part A Webpage	Title II, Part A Handbook
Title II, Part A Handbook	ESSA Local Use of Funds Quick Guide
LEA Allocations	Essential Questions of Determining Title II, Part A Allowability
Private School Allocations (completed by GaDOE Staff) - NEW	Sample Class-Size Reduction Schedule
Budget Review Checklist	Title II, Part A Function & Object Code Quick Guide
Indirect Cost Calculation Worksheet - NEW	Source Documentation Quick Guide
Title II, Part A Budget Attachments	Budget Considerations and Reminders for Budgeting Amendments - NEW
	Optional Title II, Part A Effectiveness Documentation Form - NEW

Title II, Part A Budget Resources

ESSA Local Use of Funds

Authorized Use of Funds (A)

- (A) Developing or improving a rigorous, transparent, and fair evaluation and support system for teachers, principals, or other school leaders that
- (i) is based in part on evidence of student achievement, which may include student growth; and
 - (ii) shall include multiple measures of educator performance and provide clear, timely, and useful feedback to teachers, principals, or other school leaders.

Authorized Use of Funds (B)

- (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
- (i) expert help in screening candidates and enabling early hiring
 - (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
 - (iii) teacher, paraprofessional, principal, or other school leader advancement and professional growth, and an emphasis on leadership opportunities, multiple career paths, and pay differentiation
 - (iv) new teacher, principal, or other school leader induction and mentoring programs that are designed to
 - (I) improve classroom instruction and student learning and achievement; and
 - (II) increase the retention of effective teachers, principals, or other school leaders
 - (v) the development and provision of training for school leaders, coaches, mentors, and evaluators on how accurately to differentiate performance, provide useful feedback, and use evaluation results to inform decision making about professional development, improvement strategies, and personnel decisions; and
 - (vi) a system for auditing the quality of evaluation and support systems.

Authorized Use of Funds (C)

- (C) Recruiting qualified individuals from other fields to become teachers, principals, or other school leaders, including mid-career professionals from other occupations, former military personnel, and recent graduates of institutions of higher education with records of academic distinction who demonstrate potential to become effective teachers, principals, or other school leaders.

Located in Title II, Part A Handbook – Appendix

Title II, Part A Budget Resources

Title II, Part A Essential Questions for Determining Allowability of Expenditures

1. Does the activity/strategy meet the purpose of Title II? [ESSA Sec. 2001]
2. How is the activity/strategy aligned to the District Comprehensive Needs Assessment and District Improvement Plan? [ESSA Sec. 2102, Equitable Access to Excellent Educators State Plan]
3. Is the activity/strategy aligned to ESSA Title II, Part A Local Use of Funds? Is the strategy recommended in the non-regulatory guidance, Building Systems of Support for Excellent Teaching and Leading (2016)? If applicable, is each participant allowable under the Use of Funds? [ESSA Sec. 2103]
4. Is the activity/strategy evidence-based using the Title VIII definition? [ESSA Sec. 8101]
5. If professional development, does the professional development align with the Title VIII definition? [ESSA Sec. 8101]
6. Will the LEA be able to determine and report how the chosen activity/strategy improved teacher, principal or other school leader effectiveness? How will the effectiveness of each activity/strategy be documented? [ESSA Sec. 2104]
7. Is the activity/strategy supplementing (not supplanting) non-federal funds that would otherwise be used for activities authorized under Title II? [ESSA Sec. 2301]
8. Does the activity/strategy comply with the Code of Federal Regulations? [2 CFR Part 200, 34 CFR Part 76, and 34 CFR Part 81]

Located in Title II, Part A Handbook

Title II, Part A Budget Resources

Evidence Base and Title II, Part A

Section 8101 [20 USC 7801] Definitions: (21) EVIDENCE-BASED.

(A) IN GENERAL. —Except as provided in subparagraph (B), the term “evidence-based”, when used with respect to a State, local educational agency, or school activity, means an activity, strategy, or intervention that—

- (i) demonstrates a statistically significant effect on improving student outcomes or other relevant outcomes based on—
 - (I) strong evidence from at least 1 well-designed and well-implemented experimental study;
 - (II) moderate evidence from at least 1 well-designed and well-implemented quasi-experimental study; or
 - (III) promising evidence from at least 1 well designed and well-implemented correlational study with statistical controls for selection bias; or
- (ii) (I) demonstrates a rationale based on high quality research findings or positive evaluation that such activity, strategy, or intervention—
 - (I) demonstrates a statistically significant effect on improving student outcomes; and
 - (II) includes ongoing evaluation of the intervention.

(B) DEFINITION FOR SPECIFIC ACTIVITY.—The term “evidence-based” when used with respect to interventions or improvement activities means a State, local educational agency, or school activity that meets the requirements of subclause (I), (II), or (III).

- Reducing class size to a level that is **evidence-based** to improve student achievement through the recruiting and hiring of additional effective teachers
- Providing high-quality, personalized professional development that is **evidence-based**

Sec 2103(b)(3)(D&E)

Located in Title II, Part A Handbook

Title II, Part A Budget Resources

Title II, Part A Function & Object Code Quick Guide

Title II, Part A		Fund Code – 414	Program Code - 1784
Function	Object	Application of LUA in Title II, Part A	
1000 Instruction	110	Class Size Reduction Teacher (CSR) - ESSA Sec. 2103 Local Uses of Funds (D)	
	113	Substitute for Class Size Reduction Teacher	
	199	Teacher Recruitment/ Retention Incentive - ESSA Sec. 2103 Local Uses of Funds (B)(C)	
	210 - 290	CSR Benefits: State Health Insurance (210), FICA (220), Teachers Retirement System (230), Unemployment (250), Workman's Compensation (260), Benefit in Lieu of Soc. Sec. (280), Other Employee Benefits (290)	
	300	Contracted Services for CSR Teacher; Contracted Services for Substitute for CSR Teacher	
	595	Other Purchased Services (Consult Title II, Part A Specialist) for Recruitment and Retention Incentives - ESSA Sec. 2103 Local Uses of Funds (B)(C)	
	881	Transfer to Schoolwide Budget (Fund 400) or Schoolwide Consolidation (Fund 150)	
2213 Instructional Staff Training	113	Substitute (Temporary Employee) for Teacher Participating in Allowable PD Activities	
	114	Substitute (Temporary Employee) for Paraprofessional Related to Allowable PD Activities	
	116	Professional Development Stipend for Instructional Staff Attending PD Beyond Contract	
	190	Salary for Instructional Leader Providing PD to Instructional Staff- not students (Ex: PD Supervisory Position)	
	191	Salary for Instructional Leader Providing PD to Instructional Staff -not students (Ex: Instructional Coaches)	
	199	Compensation for Instructional Staff Providing PD Beyond Contract to Instructional Staff; Compensation for Capacity Building of Title II, Part A Allowable Staff through Increased Leadership Roles/Responsibilities	
	210 - 290	Benefits for Instructional Staff Receiving or Providing PD: State Health Insurance (210), FICA (220), Teachers Retirement System (230), Unemployment (250), Workman's Compensation (260), Benefit in Lieu of Soc. Sec. (280), Other Employee Benefits (290)	
	300	Contracted Services for PD for Instructional Staff: Outside Consultants; Contracted Subs for Instruct. Staff	
	361-362	Per Diem for Consultants Providing PD Services to Instructional Staff 362 - May be used for reimbursing travel expenses for Private School Teachers/Principals (non-employees)	
	441	Professional Development Room Rental	
	442	Professional Development Technology Rental	
	532	Annual or Short-Term Software Licensing or Subscriptions for Instructional Staff	
	580	PD - Travel for Instructional Staff Attending PD Training Outside LEA (Use Object 890 for Private Schools)	
595	Other Purchased Services (Consult Title II, Part A Specialist) May be used for purchasing registration for Private School Teachers/Principals (non-employees)		

Title II, Part A allowable budget Function and Object Codes are based on the GaDOE LUA Chart of Accounts

Financial Review

The Financial Review division was established for the purpose of reviewing financial records and accounting of local governing school boards and assisting local units of administration in training personnel in financial and budgetary accounting.

Financial Review is responsible for issuing and updating the chart of accounts utilized by local units of administration (LUAs) in reporting budget and financial data to the Georgia Department of Education.

Budget and Financial Data Reporting

- LUA Chart of Accounts 
- FY 2019 Changes to LUA - Chart of Accounts 6.30.18 FINAL.pdf
- FY 2020 Changes to LUA - Chart of Accounts 3.1.19.pdf
- Financial Management for Georgia LUAS Manual

 → Finance and Business Operations → Financial Review

Located in the Title II, Part A Handbook - Appendix

Title II, Part A Budget Resources

Class Size Reduction (CSR)

South Elementary School SAMPLE Schedule – Grade 4 XXXX-XXXX School Year								
Teacher A	HR	SS All students 17 Reg 11 SpEd 6	Reading All students 18 Reg 10 SpEd 6 EIP 2	Reading All students 17 Reg 10 EIP 7	SS Reg 18	Lunch	SS Reg 18	Reading All students 17 Reg 10 EIP 7
Teacher B	HR	Math All students 17 Reg 11 EIP 6	Math All students 17 Reg 16 EIP 3	Math All students 17 Reg 12 SpEd 4 EIP 4		Lunch		Math All students 20 Reg 12 SpEd 4 EIP 4
Teacher C	HR	Math All students 17 Reg 11 EIP 2 SpEd 4	Math All students 18 Reg 15 EIP 3	Math All students 18 Reg 15 EIP 3		Lunch		Math All students 18 Reg 15 EIP 3
Teacher D	HR	SS Reg 18	Reading All students 18 Reg 12 EIP 6	Reading All students 19 Reg 15 SpEd 4	SS All students 19 Reg 15 SpEd 4	Lunch	SS Reg 18	
Teacher E	HR	Math All students 17 Reg 10 EIP 7	Math All students 17 Reg 9 EIP 3 SpEd 5	Math All students 17 Reg 9 EIP 3 SpEd 5		Lunch		
Teacher F	HR	SS Reg 16	Reading All students 16 Reg 9 EIP 8	Reading All students 19 Reg 11 EIP 3 SpEd 5	SS All students 19 Reg 14 SpEd 5	Lunch	SS Reg 16	
Teacher G	HR	Science All students 18 Reg 12 SpEd 6	ELA All students 18 Reg 12 SpEd 6	ELA Reg 18	Science Reg 18	Lunch	Science Reg 18	
Teacher H	HR	Science Reg 18	ELA Reg 18	Science All students 19 Reg 15 SpEd 4	ELA All students 19 Reg 15 SpEd 4	Lunch	Science Reg 18	
Teacher I	HR	Science Reg 16	ELA Reg 16	Science All students 19 Reg 14 SpEd 5	ELA All students 19 Reg 14 SpEd 5	Lunch	Science Reg 16	
EIP Reduced Class Model – class size reduced to serve EIP students								
CSR Instructional segments paid with federal funds								

Master schedule in *chart format** must include :

- Daily Schedule – Grouped
- Teacher name/classes highlighted
- The delivery Model
- For each class:
 - Grade Level/Subject
 - # of Students Enrolled

Title II, Part A Class Size Reduction Worksheet											
School District Name:			School Year:								
School Name:											
First Semester:			Second Semester:								
Grade	Course	LEA Maximum Class Size	Total Number of Students Enrolled in Course	Total Instructional Segments required to meet LEA Maximum Class Size	Instructional Segments Paid With State or Local funds	Average Instructional Segment Size before Reducing Class Size with Federal Funds	Number of non- Federally Funded Instructional Segments Meets Requirement to Reduce Class Size Using Federal Funds	Additional Instructional Segments Paid with Federal Funds	Total Number of Instructional Segments (State/Local Funded + Federal Funded)	Final Average Instructional Segment Size	Number of Instructional Segments Funded by Title II, Part A
				#DIV/0!		#DIV/0!	#DIV/0!		0	#DIV/0!	
				#DIV/0!		#DIV/0!	#DIV/0!		0	#DIV/0!	
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Located on the Title II, Part A Webpage under Guidance and Resources



Title II, Part A Budget Resources

Source Documentation Quick Guide

G. SUGGESTED Source Documentation – Expenditures

Budget Codes	Suggested Source Documentation (If prorated, full breakdown of associated expenses)
1000 113 2213 113 Substitutes	<ul style="list-style-type: none"> • Substitute Name, Date of Service • Teacher Name, Grade, Content, Activity Attended • Documentation to Verify Attendance and Determine Allowability of Activity (Agenda, PPT, Sign-in sheets, etc.) • Proof of Title II, Part A Coordinator Authorization • Time and Effort Documentation
1000 199 Financial Incentives	<ul style="list-style-type: none"> • Documentation of Teacher Recruitment/Retention Financial Incentive
2100 116 2213 116 2220 116 Stipends to Attend PD	<ul style="list-style-type: none"> • Teacher Name, Grade, Content, Activity Attended • Documentation to Verify Attendance and Determine Allowability of Activity (Agenda, PPT, Sign-in sheets, etc.) • Proof of Title II, Part A Coordinator Authorization • Evidence of compliance with Stipend Policy • Time and Effort Documentation
2213 199 2100 199	<ul style="list-style-type: none"> • Documentation of Providing PD: Sign-in with Teacher Name, Grade, Content • Documentation to Determine Allowability of PD Activity (Agenda, PPT, etc.)

Located in the Title II, Part A Handbook - Appendix

Title II, Part A Budget Resources

Title II, Part A Budget Review Checklist

 <p style="text-align: center;">TITLE II, PART A FY21 BUDGET REVIEW CHECKLIST</p>						
LEA Name						
	Requirement	Approve	Revise	N/A	Status	Original Budget Comments
1	CFM CORRECTIVE ACTION PLANS If monitored in previous fiscal year, LEA has an approved FY20 CFM/ Title II, Part A Corrective Action Plan. <i>(Must be approved prior to budget approval.)</i>	CAP Approved <input type="checkbox"/>	CAP in Progress <input type="checkbox"/>	CAP N/A <input type="checkbox"/>		
2	FY21 Approved CLIP LEA has an approved CLIP including Prayer Certification and GEPA 427.	CLIP Approved <input type="checkbox"/>	Not Submitted <input type="checkbox"/>			
			In Revision <input type="checkbox"/>			
		Ed-Flex Waivers Approved <input type="checkbox"/>	State Waiver <input type="checkbox"/>	N/A <input type="checkbox"/>		
			Local Waiver <input type="checkbox"/>			
	Prayer Cert <input type="checkbox"/>		Not Submitted <input type="checkbox"/>			
	GEPA 427 <input type="checkbox"/>		Not Submitted <input type="checkbox"/>			

Located on Title II, Part A Webpage under Guidance and Resources

Title II, Part A Budget Resources

Title II, Part A Budget Attachment: Job Description(s)



Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

TITLE II, PART A FY21 BUDGET REVIEW CHECKLIST

FY21 Title II, Part A Funded Positions	Job 1 Title		Job 2 Title		Job 3 Title		Job 4 Title		Job 5 Title	
Title of Position										
Job Description Criteria: <ul style="list-style-type: none"> Job title of attached description matches job title in budget description. Duties and responsibilities align with DIP, Equity Action Plan, CNA (see above) Duties/responsibilities supplemental to those the LEA would need to perform in absence of Title II, Part A funds. If position existed in FY20, it was funded using federal funds. (Check FY20 budget) Duties/responsibilities align to ESEA's Title II, Part LEA Authorized Use of Funds. Description includes 'other duties as assigned'. (Note: Position cannot be 100% funded by Title II, Part A if description includes ODA. 'Other allowable Title II, Part A duties as assigned' is an allowable revision.) If funded less than 100%, duties/responsibilities support percentage funded by Title II, Part A. Position lends itself to be measured for effectiveness. N/A Title II, Part A coordinator/director or clerical support. 	Percent Funded									
	Description Attached	<input type="checkbox"/>								
	Position Approved	<input type="checkbox"/>								
	Revision Required	<input type="checkbox"/>								
Comments										

Located on the Title II, Part A Webpage under Guidance and Resources

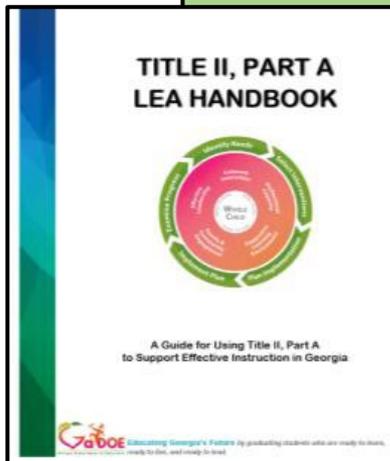
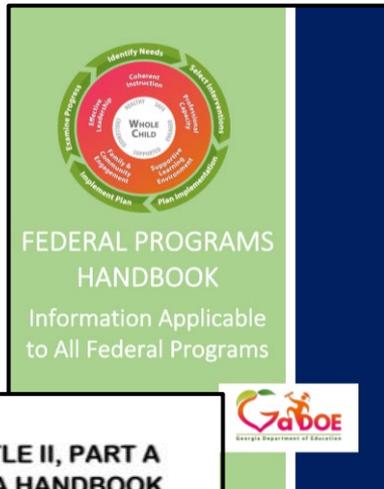


Other Title II, Part A Resources

Title II, Part A Webpage	Title II, Part A Handbook
Title II, Part A Handbook	Sample Title II, Part A Coordinator Calendar
ED Regulatory and non-Regulatory guidance	Optional Title II, Part A Guiding questions for Needs Assessment
Knowledge Base FAQs - NEW	SAMPLE LEA Allowability Documentation Form
Title II, Part A Consolidation of Fund Infographic - NEW	Sample Documentation of Recruitment and/or Retention Incentives Form
Title II, Part A Recruitment Infographic - NEW	Sample Private School Needs Assessment and Professional Development Plan
Title II, Part A Retention Infographic - NEW	Title II, Part A Time and Effort Quick Guide
Optional Sample Title II, Part A CNA Surveys	PD: Digital Teaching and Learning - NEW
Links to Other Relevant Webpages including Edgar	PD: Conferences

Other Title II, Part A Resources

TITLE II, PART A INFOGRAPHICS



WHY CONSOLIDATE?

REVENUE TO LEVERAGE FUNDS TO SUPPORT CHALLENGING PLANS EFFECTIVELY AND EFFICIENTLY

- Flexibly schedule Fund 150 funded staff, like academic coaches
- Adjust professional learning in real time to meet student needs
- Support the professional learning required for all school staff
- Reduce the duplication of PD and increase the quality of PD
- Implement new and innovative Professional Learning
- Instead of researching hard to find evidence
- Transfer in or transfer out to streamline add
- Say goodbye to Time and Effort for salaries
- Abide by local policies when purchasing an

TITLE II PART A SUPPORTING EFFECTIVE PROCESS

- Increase student academic achievement
- Improve quality and effectiveness of other school leaders
- Increase the number of teachers, principals who are effective in improving
- Provide low-income and minority students with effective teachers, principals and other

PURPOSE

- DISTRICT SET-ASIDE FOR EQUITABLE SERVICES
- NEEDS OF NON-TITLE I SCHOOLS
- DISTRICT LEVEL INITIATIVES
- FUNDING FOR RECRUITMENT ACTIVITIES
- FLEXIBILITY OF TRANSFERRING IFA IN
- MONITORING EFFECTIVENESS OF SWP PL

CONSIDERATIONS

RECRUITMENT

BEST PRACTICES

- Track and Analyze Data**
Data Categories:
• Number of openings expected
• Candidate Experience survey
• Retains on recruitment status
• Calendar of events
• Staff exit data
- Online Marketing is Key**
Tactics:
• Set yourself apart (share your story)
• Process clearly communicated
- Rigorous Hiring Process**
Rigorous Process:
• Process clearly communicated

WHY DO TEACHERS LEAVE?

- Inadequate Preparation
- Lack of Support for New Teachers
- Challenging Working Conditions
- Dissatisfaction with Compensation
- Better Career Opportunities
- Personal Reasons

HOW CAN WE HELP TEACHERS STAY?

- Improve Teacher Preparation
- Provide Quality Mentoring and Induction for Beginning Teachers
- Improve Teacher's Working Conditions
- Increase Teacher Compensation
- Provide Employee Assistance Support

Teacher Retention

FINANCIAL INCENTIVES

- Service Scholarships
- Teacher Residencies
- Incentives for leadership roles, career advancement, housing, professional development implementation

IMPROVED WORKING CONDITIONS

- Develop high-quality principals and assistant principals
- Survey teachers to identify needs
- PD on collaboration
- PD on positive cultural/climate
- Professional Learning Communities

MENTORING/INDUCTION

- PD for school leaders on supporting new teachers
- Mentoring
- Developing mentoring selection criteria
- Additional compensation for mentors and stipends for mentees
- PD for mentors – coaching skills
- Mentor time – substitutes to allow for mentors to work with mentees
- Contract retired teachers as mentors

PROFESSIONAL DEVELOPMENT

- Instructional Coaches
- Personalized Professional Development – Career, Technology, Data Literacy, Classroom Management, Engaging Parents

LOCAL PIPELINES INTO THE PROFESSION

- "Grow Your Own Models" – examples CSES, Pathways2teaching, DOD, teachers, NUISUP
- High School Career Pathways

Title II, Part A Supporting Effective Instruction

Title II, Part A Online Courses

- New Director's
- Professional Development
- Budget – (Coming Soon!)

New Title II, Part A LEA NEW Director Guidance – Online Course





Title II, Part A: Supporting Effective Instruction - New Director's Course
Course ID: 569139

 Assigned By :

 Registered By :



 Site Navigation
Home
Logout
 Teacher Quality
SLDS Support with NO PII
Consolidated Application 
Data Collection 
View Documents
GAORS
GDOE User Admin
Monitoring 
Message Center
Grants Application 
EOPA Reports
CLIP State Administration
Equitable Services Administration
Professional Learning Opportunities (PLO)
Request Services Administration

FY21 Title II, Part A Budget Updates – Q & A

Other Title II, Part A Resources

Title II, Part A Program Manager

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Title II, Part A Specialists

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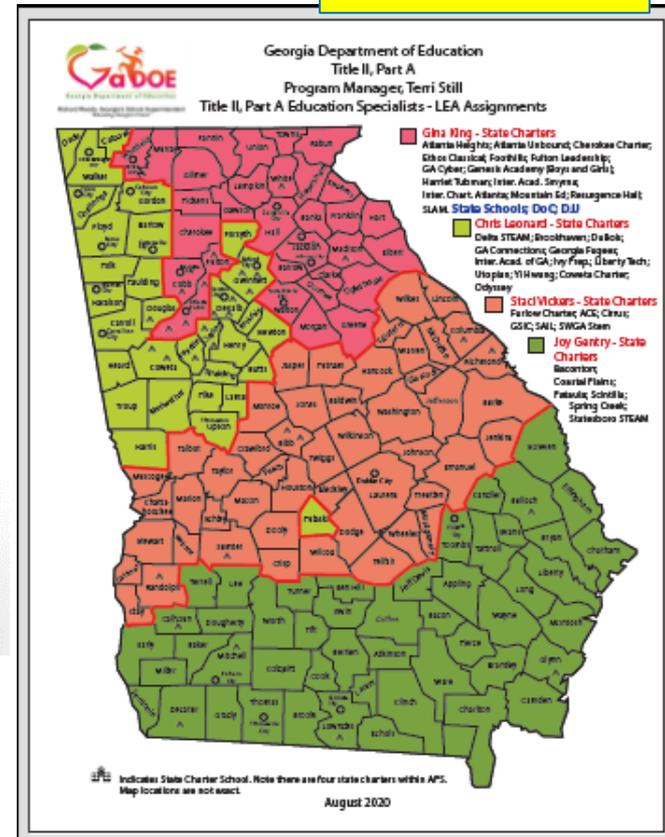
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**NEW Title IIA Specialist
Effective 08.03.20**



**NEW
Effective 09.01.20**



FY21 Title II, Part A Budget Updates – Q & A

Did We Miss Anything?

