

# Title I District-Managed Initiatives Request Form

## TITLE I RESERVE LIMIT, PURPOSE AND REQUIREMENTS OF DISTRICT-MANAGED INITIATIVES

Title I, Part A is the U.S. Department of Education's largest K-12 grant program. It provides supplemental funding to help low-income schools improve the academic achievement of educationally disadvantaged students. The U.S. Department of Education awards Title I funds to states, which in turn provide subgrants to school districts through a poverty-based formula. Districts must retain a percentage of the funds to carry out certain activities and must allocate the rest of the funds to eligible schools.

While Title I is a school-based program, districts have the option to reserve a portion of Title I funds (in addition to the required reservations) to implement district-managed initiatives. Title I district-managed initiatives may only be used to support Title I schools to improve the educational opportunities and achievement of Title I students. The Ohio Department of Education's guidance and examples for Title I district-managed initiatives can be found on page 7 of the Department's [Title I, Part A Spending Guide](#).

The Department's Office of Federal Programs has established a limit of 30 percent of Title I to be reserved for district-managed initiatives to support Title I buildings. Those districtwide initiatives must (a) meet the intent and purpose of Title I, (b) be evidence-based, and (c) be necessary and reasonable.

## REQUEST TO RESERVE GREATER THAN 30 PERCENT

Any district that wishes to reserve greater than 30 percent of its Title I allocation for districtwide initiatives must submit a request form for approval by the Office of Federal Programs. Any district that enters more than 30 percent for district-managed initiatives in the Title I set aside page will receive a validation warning. This will alert the district to contact its Office of Federal Programs consultant who will provide the request form to be completed. The consultant will review the request and may seek additional information for the review. A district's Consolidated Application will not be approved until the district meets the above criteria.

## REQUIRED QUESTIONS FOR RESERVATIONS GREATER THAN 30 PERCENT

1. Total set-aside amount requested by the district: \_\_\_\_\_
2. Percentage of total allocation requested for set-aside: \_\_\_\_\_
3. Describe the process used to determine the need for Title I district-managed initiatives greater than 30 percent. Describe the stakeholder input, building-level input and data analyzed when making the decision.
4. Explain how the district will ensure the reserved funds are only used to support Title I buildings, how the amount of Title I funds allocated for the buildings is sufficient to meet needs and provide meaningful Title I programming, and how the programming provided through district initiatives is more appropriate than the building-level allocation to achieve the outcomes, intent and purpose of Title I, Part A.

- 5. Describe how the district will evaluate the effectiveness of the district initiatives. In the description, include when and how often the evaluations will occur and how stakeholder and building input is part of the evaluation process.
  
- 6. Describe what district-level initiatives will entail and the amount of funding required for each initiative in the reservation. Describe the costs and amount that would be included in each district-level initiative (for example staffing, professional development, materials, etc.).

**Assurance**

- The district assures it understands the intent and purpose of the use of Title I, Part A funds and the district-level initiatives will be implemented as proposed.

\_\_\_\_\_  
Signature of District Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of District Fiscal Representative

\_\_\_\_\_  
Date