

Title I Non-Competitive, Supplemental School Improvement Grant Funding Guidance

September 2021

This document serves as guidance for districts and community schools applying for and implementing **Title I Non-Competitive, Supplemental School Improvement** funds, which live within the Comprehensive Continuous Improvement Plan's (CCIP) Consolidated application. Districts and community schools receive these funds on an annual basis and in a non-competitive manner.

INTRODUCTION

Federal Title I, Part A funds are awarded to local educational agencies (LEAs), which are traditional school districts and community schools in Ohio. In Section 1003 of the [Every Student Succeeds Act](#) (ESSA), which is the reauthorization of the *Elementary and Secondary Education Act* (ESEA), state education agencies are required to set aside 7 percent of the Title I award to support schools identified for improvement, known as *Priority, Focus or Warning* schools in Ohio.

Ohio allocates Title I School Improvement funds to identified schools through a competitive program known as the **School Quality Improvement Grant**. However, when there are remaining balances from School Quality Improvement, Ohio allocates supplemental funds through a formula to all eligible schools that did not receive a competitive award.

ELIGIBILITY

To receive the **Title I Non-Competitive, Supplemental School Improvement** funds, the *Priority, Focus or Warning* school must not be a recipient of the School Quality Improvement Grant (SQIG).

TIMELINE

Districts are encouraged to submit their **Title I Non-Competitive, Supplemental School Improvement** applications and budgets within 30 calendar days of receipt of the award to establish a substantially approved date.

Unlike general funds, federal funds will expire if they are not obligated and liquidated within the period of availability. These **Title I Non-Competitive, Supplemental School Improvement** funds are provided for Fiscal Year 2022. They should be budgeted and obligated within the CCIP by June 30, 2022 and liquidated by September 30, 2022. To clarify, grantees may order and receive supplies, enter into contracts, and pay employees and vendors for time worked through September 30, 2022. On July 1, 2022 grantees will have access to submit Final Expenditure Reports (FERs) in the CCIP. If all outstanding obligations are finalized for an application, the FER can be submitted at this time. FERs are due no later than September 30, 2022. These funds are supplemental funds. The Department encourages districts to spend the funds within the allocation year (FY22), as carryover for these funds, into the subsequent year (FY23), is currently unlikely.

INTENT AND PURPOSE

School Improvement formula funds are intended to support high-quality, sustainable school improvement activities that increase student achievement and address the needs of identified schools.

ASSURANCES

Each district that accepts **Title I Non-Competitive, Supplemental School Improvement** funds must complete and submit the required information in the program’s budget and budget details for FY22 in the CCIP.

The district or community school also must assure it will:

- Spend allocated funds at the appropriate school and on allowable expenses at that school;
- Implement the Ohio Improvement Process (OIP);
- Complete the CCIP Building Planning Tool School Improvement Components and, if applicable, the Title I Schoolwide Components;
- Align Title I Non-Competitive, Supplemental School Improvement fund expenditures to the Building Needs Assessment;
- Ensure only evidence-based practices and properly licensed providers are used to support the action steps and strategies in the building’s school improvement plan;
- Ensure the providers have access to district- and building-level data as requested by the service provider and to teachers and other district/school personnel as needed;
- Expend funds in accordance with the school improvement components of the building plan and required interventions;
- Ensure Title I Non-Competitive, Supplemental School Improvement funds are used to build the capacity of the building staff and community to address identified needs and, if used for direct student services, the providers are properly licensed; and
- Understand Title I Non-Competitive, Supplemental School Improvement funds may be denied and/or the state may request the district reimburse the Title I Non-Competitive, Supplemental School Improvement funds for failing to meet the assurances.

ACTIONS REQUIRED

These grant funds must be spent at the building level. Districts and community schools should submit both a budget grid and a budget narrative (via the budget details page) in the CCIP. If budget changes are made throughout the year, they should be tracked in the **History Log**.

ALLOWABLE USES

Budgeted activities must align with Building Needs Assessments. All accounts, records and other supporting documentation pertaining to all costs incurred shall be maintained for five years after the grant funding ends. Supporting documentation for expenditures is required for all funding methods. All documentation must be made available upon request.

Expenditures must be reasonable, allowable and necessary. Use good common sense when making expenditure and obligation decisions. Title I guidance on expenditures serves as the foundation for allowable and unallowable expenses; exceptions must be approved by the Office for Improvement and Innovation. The chart below provides broad categories of allowable and unallowable uses of funds.

Allowable Categories	Unallowable Categories
Support Services High-Quality Professional Development Family/Community Activities Supplies and Capital Outlay Direct Student Services (Supplemental)	Direct Student Services (Supplanted)

DESCRIPTION OF ALLOWABLE CATEGORIES

Support Services: Examples include data coaches, academic coaches, data analysis services and counselors or social workers for social-emotional learning (SEL) or trauma-informed care.

High-Quality Professional Development: Examples of allowable high-quality professional development (purchased services) include professional development coaches, training materials including software and licenses, substitute teachers to allow for professional development, travel mileage and meeting expenses to allow for professional development, and stipends for professional development.

Family and Community: Activities must be sustainable and involve staff in the training to build capacity to engage with the families of students. Activities include but are not limited to parenting skills training, family literacy training, and family community resource coordinators.

Supplies and Capital Outlay: The maximum recommended amount is **30%** of the allocation. The description of supplies and capital outlay must be included in the budget details page and aligned with activities. Supplies and capital outlay, including instructional materials for students, are allowable.

Full-Time Equivalent (FTE) Support: Title I Non-Competitive, Supplemental School Improvement funds used for FTEs may be direct or contract services in the areas of support services, data coaches, family and community or professional development.

Direct Student Services (Supplemental): Services meant for supplemental learning that does not replace core instruction. This may include, but is not limited to, teachers/tutors for supplemental instruction outside of core academic periods and/or instructional paraprofessionals for supplemental instruction outside of core academic periods.

DESCRIPTION OF UNALLOWABLE CATEGORIES

Direct Student Services (Supplanted): These funds are **not** meant to supplant services currently provided by district personnel, which includes instruction, counseling, consultation or formal assessment of students.

FISCAL YEAR 2022 CALCULATION

Funding amounts have been adjusted based on the school identification's status as *Priority*, *Focus* or *Warning*.

Anticipated Breakdown

Identification	Number of schools	Award per school	Total amount per identification
Priority	136	\$33,000	\$4,488,000
Focus	294	\$20,025	\$5,887,350
Warning	6	\$14,000	\$84,000
TOTALS	436	N/A	\$10,459,350

If you have questions regarding these funds, please contact school_improvement@education.ohio.gov.