

Title I 1003(g) School Improvement Grant Waiver

Grant Funding Guidance

January 2022

This document serves as guidance for districts and community schools applying for and implementing **Title I 1003(g) School Improvement Grant Waiver** funds, which live within the Comprehensive Continuous Improvement Plan's (CCIP) as **Title I 1003(g) SIG Waiver**.

INTRODUCTION

Ohio received a waiver from the US Department of Education to extend the availability of Title I School Improvement Grant funds from Fiscal Year 2017 (FY17) into Fiscal Year 2022 (FY22). The funds outlined in this document are not the same as School Quality Improvement Grant (SQIG) funds or Title I Non-competitive, Supplemental School Improvement funds. Title I SIG 1003(g) Waiver funds will be allocated in the CCIP at the district level but must be spent on **supports for Priority, Focus and Warning buildings**.

ELIGIBILITY

Title I 1003(g) SIG Waiver funds are available to Districts and Community Schools that had Title I 1003(g) SIG funds remaining at the end of FY21.

TIMELINE

Districts are encouraged to submit their Title I 1003(g) SIG Waiver applications and budgets within 30 calendar days of receipt of the award to establish a substantially approved date.

These Title I 1003(g) SIG Waiver funds are provided for the remainder of FY22. Final expenditures must be **obligated and liquidated** by **June 30, 2022**. To clarify, grantees may order and receive supplies, enter into contracts, and pay employees and vendors for time worked through **June 30, 2022**.

If all outstanding obligations are liquidated for an application, the Final Expenditure Report (FER) can be submitted. FERs are due no later than **June 30, 2022**. These funds are supplemental funds. The Department encourages districts to spend the funds as soon as possible. **There will be no carryover and no extensions available for this funding.**

INTENT AND PURPOSE

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

ACTIONS REQUIRED

The funds will be allocated at the district level, but must be spent on **Priority, Focus or Warning** buildings in the district as they are currently identified. In the CCIP, a document must be uploaded explaining the (1) amount spent at each building and (2) an explanation of the use of funds at each building. NOTE: The budget grid in the CCIP will only show the district allocation amount. If budget changes are made, 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 three 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 1003(g) SIG Waiver 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.

ASSURANCES

Each district that accepts **Title I 1003(g) SIG Waiver** 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 schools and on allowable expenses at that schools;

- Implement the Ohio Improvement Process (OIP);
- 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 SIG 1003(g) Waiver 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;
- Understand Title I SIG 1003(g) Waiver funds may be denied and/or the state may request the district reimburse the Title I SIG 1003(g) Waiver funds for failing to meet the assurances; and
- Understand Title I SIG 1003(g) Waiver funds may be subject to future monitoring by the Ohio Department of Education (ODE)

Reminder: There will be no carryover and no extensions available for this funding.

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