

# Title IV, Part A, Student Support and Enrichment Grant 2020

Prevention and Support Services  
Alabama State Department of Education  
5227 Gordon Persons Building  
Montgomery, Alabama 36124  
334.694.4717



# Title IV, Part A, Student Support and Academic Enrichment Grant



# Title IV, Part A

- Alabama CARES Act Waiver (**only applies to FY20 funds**)
- Upcoming Events for the 2020-2021 school year



# Agenda

- What is Title IV, Part A?
- Steps to complete the application in eGAP
- Questions and Answers?



# What is Title IV, Part A?

- *Every Student Succeeds Act* established Title IV, Part A, Student Support and Academic Enrichment (Title IV, Part A) program as one of the provisions to support students' successes.
- This program is intended to help meet these goals by increasing the capacity of State educational agencies, local educational agencies, schools, and local communities to:
  - 1) provide all students with access to a well-rounded education.
  - 2) improve school conditions for student learning.
  - 3) improve the use of technology in order to improve the academic achievement and digital literacy of all students. (ESSA section 4101)



# Well-Rounded Education

- Improving Art Education
- Accelerated Learning
- STEM
- College and Career Counseling



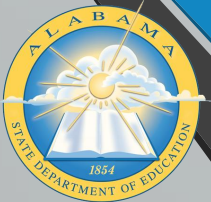
# Safe and Healthy Student

- School-Based Mental Health
- Bullying or Harassment Prevention
- Suicide Prevention
- Implementing Healthy, Active Lifestyles
- Establishing Community Partnerships



# Effective Use of Technology

- High Quality Professional Development to Personalize Learning and Academic Achievement
- Building Technological Capacity and Infrastructure





# There are two Different Grant Award Requirements

- Under 30,000
- Over 30,000



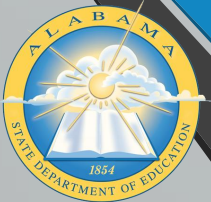
# GRANT AWARDS under 30,000

- Advisory Council
- Goals and Objectives
- Budget Detail Forms
- Assurances



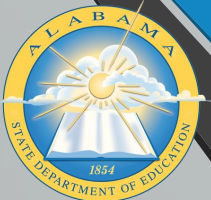
# GRANT AWARDS under 30,000

- May be spent for Well-Rounded Education or Safe and Healthy Student
- There is a 15% cap for Technology
- There is a 2% cap for Indirect Cost



# GRANT AWARDS over \$30,000 Requirements

- Advisory Council
- Needs Assessment
- Goals and Objectives
- Budget Detail Forms
- Assurances



# GRANT AWARDS over \$30,000 Requirements

- ✓ At least 20% must be budgeted for Well-Rounded Education
- ✓ At least 20% must be budgeted for Safe and Healthy Students
- ✓ A portion must be budgeted to support the Effective Use of Technology
- ✓ A NEEDS ASSESSMENT is required for **ALL** awards over \$30,000



# Awards over \$30,000

GRANT AWARD

**\$48,431.00**

<b>20%</b>	<b>9,686.20</b>
<b>15%</b>	<b>7,264.65</b>
<b>2%</b>	<b>968.62</b>

- 20% Must be spent for Well-Rounded Education and Safe and Healthy Student
- A portion must be spent on The Effective Use of Technology



# The e-GAP Program



How to get to eGap  
Go to [www.alsde.edu](http://www.alsde.edu)

Hover over Schools and School Systems

The screenshot shows the homepage of the Alabama State Department of Education. At the top left is the department's logo, which features a sun rising over a book and the text "ALABAMA STATE DEPARTMENT OF EDUCATION 1854". To the right of the logo is the text "Alabama State Department of Education" in a large, dark red font. Below this is a navigation bar with several menu items: "Department Offices", "Learners & Parents", "Support Systems", "Education Professionals", "Schools & Systems", "Data Center", "Communications", and "Calendar". An arrow points from the "Schools & Systems" menu item to the blue callout box above it. To the right of the navigation bar is an "Application Login" link. Below the navigation bar is a banner with the slogan "Every Child a Graduate. Every Graduate Prepared." in a stylized font. To the right of the slogan is a search bar with the text "Search..." and a magnifying glass icon. Further right are social media icons for Facebook, Twitter, YouTube, Pinterest, and LinkedIn. Below the banner is a large section with three main columns. The left column has a blue background with the text "Alabama Education" and a large "QA" logo. Below this is a link: "Click here to make Public Record/Data Governance Requests". The middle column has a green background with the text "SCHOOL LUNCH IS AWESOME" in large white letters. To the right of this text is a photograph of a school lunch tray containing carrots, green beans, an orange, a brownie, and a salad. Above the tray is a pink water bottle and a carton of apple juice. The right column has a blue background with a grid pattern and four menu items: "Learners & Parents", "Schools & Systems", "Education Professionals", and "Support Systems". At the bottom of the page is a row of six yellow buttons with the following text: "▲ State Board of Education", "▲ I want to know...", "▲ Government & Industry", "▲ College- & Career-Ready Standards", "▲ Federal Guidelines", and "AL Education Report Card".





# How to Get to eGap; then, sign in

The screenshot shows the Alabama State Department of Education website. The browser address bar displays <https://www.alsde.edu/#>. The navigation menu includes: Department Offices, Learners & Parents, Support Systems, Education Professionals, Schools & Systems (highlighted), Data Center, Communications, and Calendar. The main banner features the slogan "Every Child a Graduate. Every Graduate Prepared." and the text "Schools & Systems ...for College/Work/Adulthood in the 21st Century".

The "Schools & Systems" section is divided into three columns:

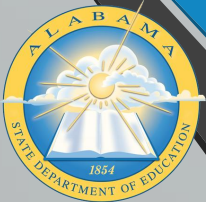
- School Information:** Accountability, Charter Schools and Flexibility, Data Center, E-Rate Program, Map Information, School System Start/End Dates, Superintendent Listing.
- Legal Information:** AAA - AL Accountability Act Information, AL Administrative Code Document Center, ESEA Flexibility, E-Verify Affidavit and MOU for ALSDE, Guidance for Compliance with E-Verify, Guidelines on Immigration Law, Compliance for Entities Paid by ALSDE, Revised AL Immigration Law and Guidance for School Boards.
- Other Resources:** Educational Technology, Educator Effectiveness, Federal Programs, Leadership Effectiveness, Subject and Personnel Codes.

Under the "School Innovation and Accreditation Resources" section, the "Financial Information" link is highlighted with a blue callout box that says "Click on Financial Information and eGAP Application". Other links in this section include: AL K-12 Joint Purchasing, eGAP Application, E-Rate Program, LEA Accounting, SDE Accounting, SDE Grant Opportunities, and SIG - School Improvement Grants.

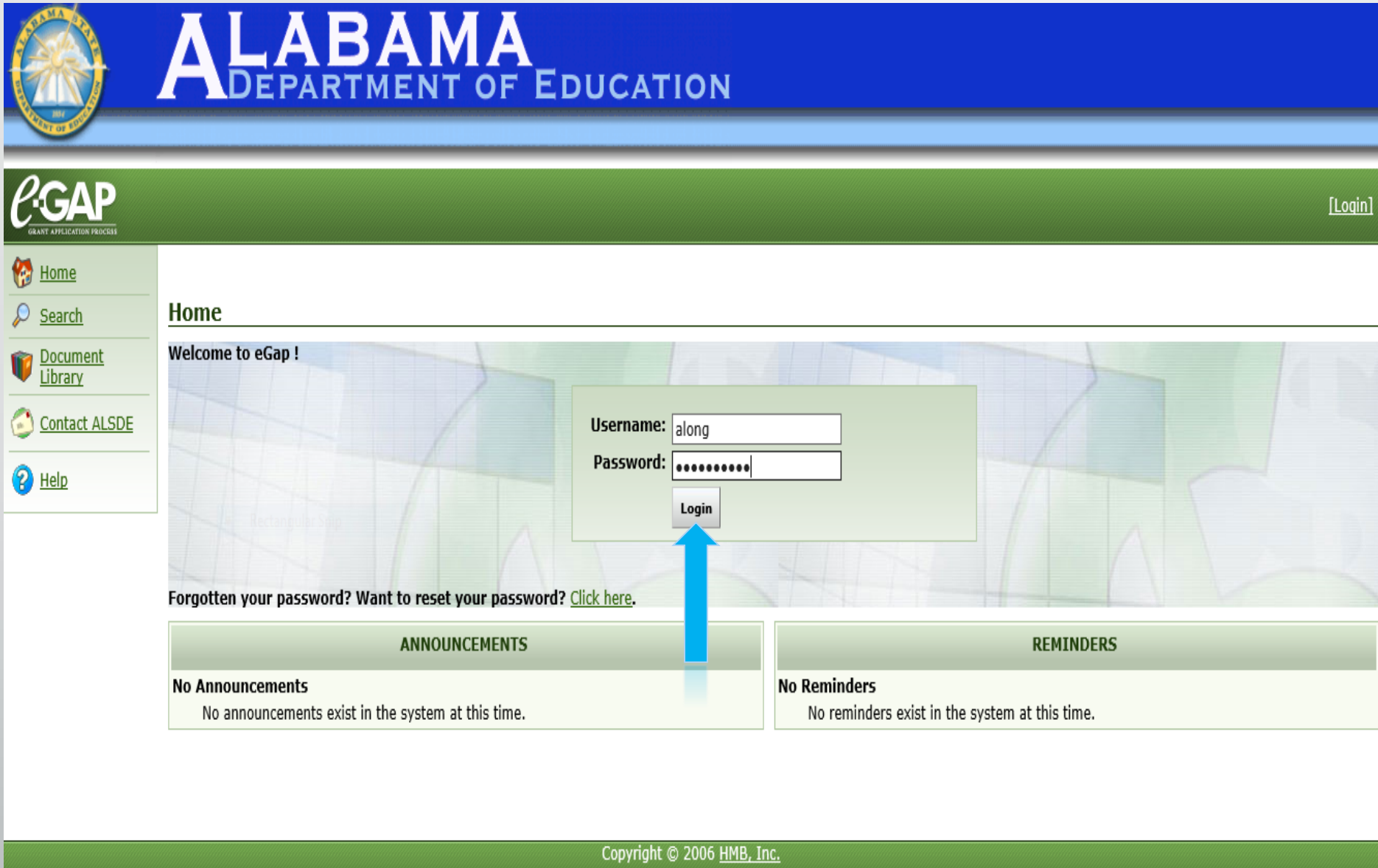
At the bottom of the page, there are three main announcements:

- Alabama 2018-19 Teacher of the Year Application Available:** The Alabama Teacher of the Year program seeks annually to honor and recognize excellence in the teaching profession by identifying outstanding Alabama classroom teachers at local, district and state levels. Download the Alabama 2018-19 Teacher of the Year Application [here](#).  
○ Memoranda Center
- Alabama State Board of Education Meeting and Work Session Agendas:** April 2019 State Board of Education Meeting & Work Session Agendas. [Learn More...](#)
- 21st CCLC Regional Informational Meetings and Grant Opportunity:** Informational Meetings and the Grant Opportunity. [Learn More...](#)

On the right side, there are announcements for the Alabama Alternate Assessment (AAA) Grades 3-8 and 10 Administration (3/4/2019 - 4/12/2019), Scantron Grades 3-8 Spring Administration (4/8/2019 - 5/3/2019), LETRS Coach Cohort 1 F2F Meeting (4/8/2019 08:30 AM - 04:30 PM), LETRS Coach Cohort 2 F2F Meeting (4/9/2019 08:30 AM - 04:30 PM), and Curriculum and Instruction Meeting (4/9/2019 09:00 AM - 12:00 PM).



# How to Get to eGap; then, sign in



The screenshot displays the Alabama Department of Education's eGap website. At the top, the Alabama Department of Education logo is on the left, and the text "ALABAMA DEPARTMENT OF EDUCATION" is in large white letters on a blue background. Below this is a green banner with the "e-GAP" logo and the text "GRANT APPLICATION PROCESS" on the left, and a "[Login]" link on the right. A left-hand navigation menu contains links for Home, Search, Document Library, Contact ALSDE, and Help. The main content area is titled "Home" and says "Welcome to eGap!". It features a login form with fields for "Username:" (containing "along") and "Password:" (filled with dots), and a "Login" button. A blue arrow points to the "Login" button. Below the form is a link: "Forgotten your password? Want to reset your password? [Click here.](#)". At the bottom of the main area are two boxes: "ANNOUNCEMENTS" with "No Announcements" and "No announcements exist in the system at this time.", and "REMINDERS" with "No Reminders" and "No reminders exist in the system at this time.". The footer contains the text "Copyright © 2006 HMB, Inc.".



# Title IV, Part A

## Funding Application Section Budget Grid



# Budget Grid

	SALARIES (010 - 199)	EMPLOYEE BENEFITS (200 - 299)	PURCHASED SERVICES (300 - 399)	MATERIALS + SUPPLIES (400 - 499)	CAPITAL OUTLAY (500 - 599)	OTHER OBJECTS (600 - 899)	INDIRECT COSTS (910)	FUND TRANSFERS (920 - 929)	OTHER FUND USES (931 - 999)	TOTAL
INSTRUCTION (1100)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ATTENDANCE SERVICES (2110)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GUIDANCE AND COUNSELING SERVICES (2120)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TESTING SERVICES (2130)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HEALTH SERVICES (2140)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SOCIAL SERVICES (2150)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WORK STUDY SERVICES (2160)	←									0.00
PSYCHOLOGICAL SERVICES (2170)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SPEECH PATHOLOGY AND AUDIOLOGY SERVICES (2180)	←									0.00
OTHER STUDENT SUPPORT SERVICES (2190)	0.00	0.00				0.00	0.00	0.00	0.00	0.00
INSTRUCTIONAL IMPROVEMENT AND CURRICULUM DEVELOPMENT										0.00
INSTRUCTIONAL STAFF DEVELOPMENT SERVICES (2215)	0.00	0.00				0.00	0.00	0.00	0.00	0.00
EDUCATIONAL MEDIA SERVICES (2220)	←									0.00
OTHER INSTRUCTIONAL STAFF SERVICES (2290)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SCHOOL ADMINISTRATIVE (2300-2399)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	SALARIES (010 - 199)	EMPLOYEE BENEFITS (200 - 299)	PURCHASED SERVICES (300 - 399)	MATERIALS + SUPPLIES (400 - 499)	CAPITAL OUTLAY (500 - 599)	OTHER OBJECTS (600 - 899)	INDIRECT COSTS (910)	FUND TRANSFERS (920 - 929)	OTHER FUND USES (931 - 999)	TOTAL

These are not allowable expenses under Title IV, Part A.

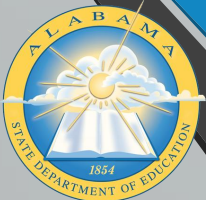




# Budget Grid

	SALARIES (010 - 199)	EMPLOYEE BENEFITS (200 - 299)	PURCHASED SERVICES (300 - 399)	MATERIALS + SUPPLIES (400 - 499)	CAPITAL OUTLAY (500 - 599)	OTHER OBJECTS (600 - 899)	INDIRECT COSTS (910)	FUND TRANSFERS (920 - 929)	OTHER FUND USES (931 - 999)	TOTAL
SECURITY SERVICES (3100)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OPERATIONS AND MAINTENANCE (3200-3900)										0.00
STUDENT TRANSPORTATION (4100-4199)										0.00
FOOD SERVICES (4200-4299)										0.00
GENERAL ADMINISTRATIVE (6000-6999)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - REAL PROPERTY (7000-7999)										0.00
DEBT SERVICE - LONG TERM (8000- 8999)										0.00
ADULT EDUCATION (9110)										0.00
COMMUNITY EDUCATION (9120)	0.00	0.00	0.00	0.00				0.00	0.00	0.00
EXTENDED DAY/DEPENDENT CARE (9130)	0.00	0.00	0.00	0.00				0.00	0.00	0.00
PRESCHOOL (9140)										0.00
OTHER ADULT/CONTINUING EDUCATION PROGRAMS (9150- 9199)										0.00
NONPUBLIC SCHOOL PROGRAMS (9200)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMUNITY SERVICES (9300- 9399)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>ADJUSTED ALLOCATION</b>										48,431.00
<b>REMAINING</b>										48,431.00

These are not allowable expenses under Title IV, Part A



# Title IV, Part A

## Funding Application Section Budget Details



# Title IV, Budget Detail Page

[Home](#) > [Funding Applications](#) > [Funding Application Sections](#) > Title IV, Part A - Budget Details

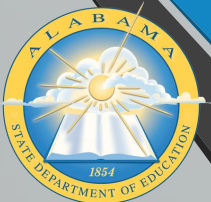
## Title IV, Part A - Budget Details

Go To ▶

Personnel

PERSONNEL	
<input type="checkbox"/> Alternative Education Program Staff	
<input type="checkbox"/> Health Services - Nurse	<input type="checkbox"/> Social Services - Social Worker
<input type="checkbox"/> Psychological Services Staff	<input type="checkbox"/> Other Student Services Coordinator
<input type="checkbox"/> Other Student Services Mentors/Aides	<input type="checkbox"/> Special Area Teacher
<input type="checkbox"/> School Resource Officer	<input type="checkbox"/> Core Teacher
<input type="checkbox"/> Administrative Director/Asst. Director	<input type="checkbox"/> Community Education Staff
<input type="checkbox"/> After School Teacher	<input type="checkbox"/> Other: <input type="text"/>

- Personnel equal the (whole) number of people employed in the specific positions listed.
- For Title IV, Part A check those personnel budgeted to receive salaries.
- The grant allows for NO MORE THAN 2% of the LEA allocation to be used for direct administrative costs.



# Personnel

	SALARIES (010 - 199)	EMPLOYEE (200 - 299)	PIURCHASED (300 - 399)	MATERIALS + (400 - 499)	CAPITAL (500 - 599)	OTHER (600 - 699)	INDIRECT (910)				
INSTRUCTION (1100)	0.00	0.00	0.00	0.00	0.00	0.00	0.00				INSTRUCTION (1100)
ATTENDANCE SERVICES (2110)	0.00	0.00	0.00	0.00	0.00	0.00	0.00				ATTENDANCE SERVICES (2110)
GUIDANCE AND COUNSELING SERVICES (2120)	0.00	0.00	0.00	0.00	0.00	0.00	0.00				GUIDANCE AND COUNSELING SERVICES (2120)
TESTING SERVICES (2130)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	TESTING SERVICES (2130)
HEALTH SERVICES (2140)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	HEALTH SERVICES (2140)

Salaries should be budgeted under the appropriate category.

## Goals and Objectives

Use the chart provided and information from your needs assessment to list the LEA's measurable goals.

Measurable Goals	Objective	Activities	Intended Outcomes

The employee should be listed under activities.

System Name \_\_\_\_\_  
Coordinator Name \_\_\_\_\_

State Department of Education  
Prevention and Support Services  
August 2017

## Budget Details

In the space below, list each expenditure associated with this application/program that will be used to fund the program. Please provide job description(s) of any personnel who have any or all of the following positions. Please include the job description.

Please include the job description.

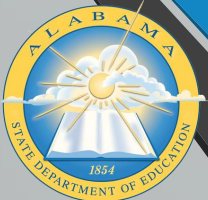




# Budget Details Page

FTEs	
FTEs PAID WITH TITLE IV	
<input type="checkbox"/>	Alternative Education Program Staff
<input type="checkbox"/>	Health Services - Nurse
<input type="checkbox"/>	Psychological Services Staff
<input type="checkbox"/>	Special Area Teacher
<input type="checkbox"/>	Core Teacher
<input type="checkbox"/>	Community Education Staff
<input type="checkbox"/>	Other: <input type="text"/>
<input type="checkbox"/>	School Resource Officer
<input type="checkbox"/>	Administrative Director/Asst. Director
<input type="checkbox"/>	After School Teacher

- FTEs (full time equivalent) can represent a percentage of an employee's time (e.g., 25 of a School Resource Officer)



# Budget Details Page

## NEEDS ASSESSMENT OF OBJECTIVE DATA (SELECT AT LEAST TWO)

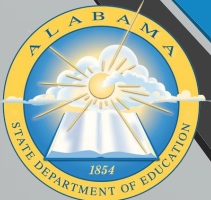
<input type="checkbox"/> Juvenile Court Statistical Report	<input type="checkbox"/> Kids Count Data Book
<input type="checkbox"/> LEA Achievement Records	<input type="checkbox"/> LEA Attendance Report(s)
<input type="checkbox"/> LEA Dropout Report(s)	<input type="checkbox"/> LEA Retention Report(s)
<input type="checkbox"/> Dual Enrollment Records	<input type="checkbox"/> Police Report(s)
<input type="checkbox"/> AP Exam	<input type="checkbox"/> Student Incident Report (SIR)
<input type="checkbox"/> System Report Card	<input type="checkbox"/> Locally administered scientifically based research curriculum pretest (s)/posttest(s) and analysis. Complete box below. <input type="text"/>
<input type="checkbox"/> Other: <input type="text"/>	

What kind of reports were used to determine the LEAs needs?

## PARTICIPANTS IN CONDUCTING NEEDS ASSESSMENT OF OBJECTIVE DATA (SELECT AT LEAST TWO)

<input type="checkbox"/> Advisory Council	<input type="checkbox"/> Central Office Personnel
<input type="checkbox"/> Community Member(s)	<input type="checkbox"/> Individual School Faculty/Staff
<input type="checkbox"/> Law Enforcement Personnel	<input type="checkbox"/> Parent(s)/Guardian(s)
<input type="checkbox"/> School Administrator(s)	<input type="checkbox"/> School Counselor(s)
<input type="checkbox"/> School Nurse(s)	<input type="checkbox"/> School Resource Officer(s)
<input type="checkbox"/> Local Government Representative	<input type="checkbox"/> Student
<input type="checkbox"/> Other: <input type="text"/>	

Who participated in the Needs Assessments?



# Budget Details Page

Please make sure the appropriate boxes are checked.

## WELL-ROUNDED EDUCATIONAL OPPORTUNITIES

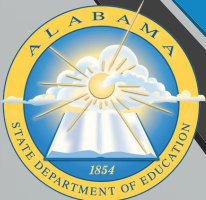
- Improving access to foreign language instruction, arts, and music education.
- Supporting college and career counseling, including providing information on opportunities for financial aid through the early FAFSA process.
- Providing programming to improve instruction in science, technology, engineering and mathematics (STEM), including computer science and coding subjects for underrepresented groups.
- Promoting access to accelerated learning opportunities including Advanced Placement (AP) and International Baccalaureate (IB) enrollment programs and early college high school.
- Strengthening instruction in American history, civics, economics, geography, and environmental education.

## SAFE AND HEALTHY STUDENTS

- Promoting community and parent involvement in schools.
- Providing school-based mental health services and counseling.
- Promoting supportive school climates to reduce the use of exclusionary discipline and promoting supportive school discipline.
- Establishing or improving dropout prevention.
- Supporting re-entry programs and transition services for justice-involved youth.
- Implementing programs that support a healthy, active lifestyle (nutritional and physical education).
- Implementing systems and practices to prevent bullying and harassment.
- Developing relationship building skills to help improve safety through the recognition and prevention of coercion, violence, or abuse.
- Establishing community partnerships.

## EFFECTIVE USE OF TECHNOLOGY

- Supporting high-quality professional development for educators, school leaders, and administrators to personalize learning and improve academic achievement.
- Building technological capacity and infrastructure.
- Carrying out innovative blended learning projects.
- Providing students in rural, remote, and underserved areas with the resources to benefit from high-quality digital learning opportunities.
- Delivering specialized or rigorous academic courses and curricula using technology, including digital learning technologies and assistive technology.



# Budget Details Page

PARENT/COMMUNITY INVOLVEMENT ACTIVITIES	
<input type="checkbox"/>	Education that assists families in setting clear expectations for student learning.
<input type="checkbox"/>	Community-wide planning and organization to improve student outcome.
SAFETY AND SECURITY ACTIVITIES	
<input type="checkbox"/>	Acquiring and installing safety-related equipment and technologies.
<input type="checkbox"/>	Reporting criminal offenses committed on school property.
<input type="checkbox"/>	Developing and implementing comprehensive school security plans.
<input type="checkbox"/>	Supporting safe zones of passage.
<input type="checkbox"/>	Hiring and mandatory training of school security personnel, including school resource officers.
<input type="checkbox"/>	Establishing and maintaining a school safety hotline.
EVALUATION (SELECT AT LEAST TWO)	
<input type="checkbox"/>	Accountability assessment used in the success of Title IV, Part A programs.
<input type="checkbox"/>	Assessment of the impact of professional development on Title IV, Part A programs.
<input type="checkbox"/>	Comparison of outcomes related to goals for the past two school years using identified measurement data sources at the LEA, State, and Federal levels.
<input type="checkbox"/>	Pre and post assessments of scientifically based research program participants.
<input type="checkbox"/>	Cross sectional data collection of outcome measures.
<input type="checkbox"/>	Other: <input type="text"/>

• If budgeting funds in these areas, the Goals and Objective should be addressed under Safe and Healthy Student category.



# Budget Details Page

## INDICATE THE METHODS USED BY THE LEA TO ENSURE PARENTAL INPUT IN THE DEVELOPMENT, APPLICATION, AND EVALUATION OF THIS PROGRAM (SELECT AT LEAST TWO)

- Parent/guardian member on advisory council.
- Brochure(s) distributed to parents/guardians and the community.
- Conduct parent/guardian surveys.
- Presentation(s) at public community events.
- Presentation(s) at PTA meetings.
- Presentation(s) at School Board meetings.
- Regular parent/guardian newsletter.
- Workshop(s) for parents/guardians.
- Other:

Parental Involvement

## EVALUATION METHODS TO BE USED FOR PUBLICLY REPORTING LEA PROGRESS TOWARD ATTAINING ITS GOALS AND OBJECTIVES (SELECT AT LEAST TWO)

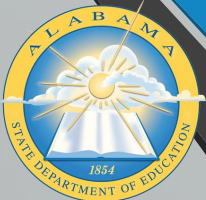
- Newspapers
- Radio/Television
- System-Wide Newsletters
- Other:
- PTA Meetings
- School Board Meetings
- System Web Site

Publicly Reporting

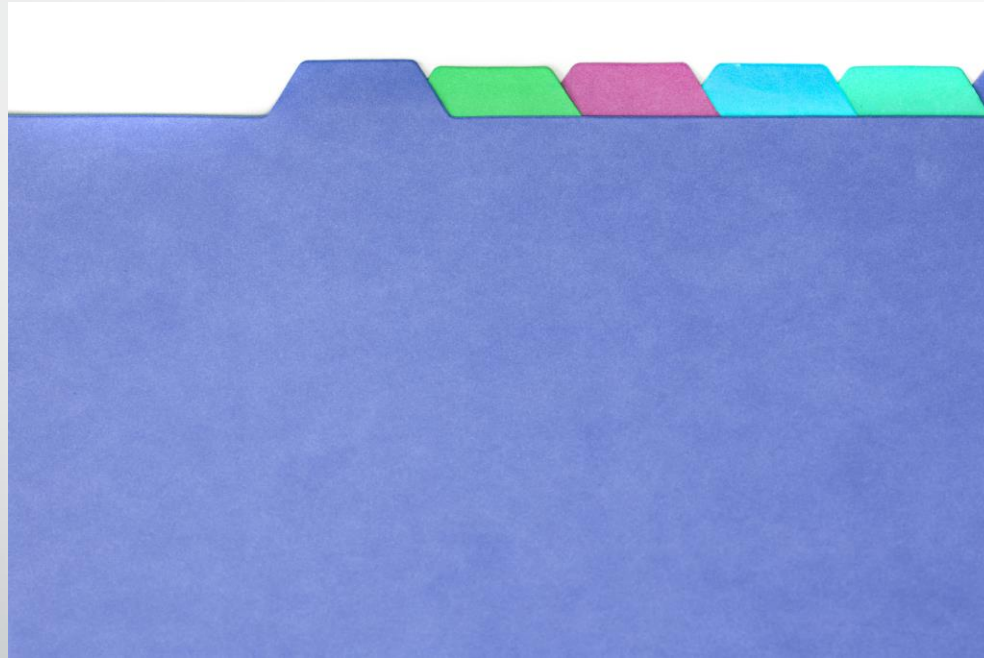
## SYSTEM PLAN ITEMS RELATED BY FISCAL RESOURCE

[Expand All](#) [Collapse All](#)

There are currently no Goal or Action Step items associated with this Grant.



# Related Documents



# Funding Application

- [Home](#)
- [Administration](#)
- [Search](#)
- [Funding Application](#)
- [Improvement Planning](#)
- [Inbox](#)
- [Address Book](#)
- [Document Library](#)
- [Reports](#)
- [Contact ALSDE](#)
- [My Profile](#)
- [Help](#)

Session Timeout in  
00:58:07

[Home](#) > [Funding Applications](#) > Funding Application Sections

## Funding Application Sections

Title IV, Part A - Fiscal Year 2019 (Rev 0)

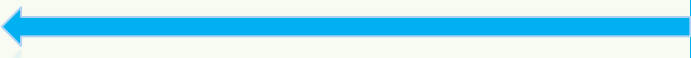
**Application Status:** Not Started

**Change Status To:** [Draft Started](#)

[View Status/Comments History Log](#)  
[View Agency Comments Log](#) Regular Ship  
[View Change Log](#)

ALLOCATIONS	MESSAGES	PRINT
<a href="#">Allocations</a>		
SUPPLEMENTAL INFORMATION	MESSAGES	PRINT
<a href="#">Allocation Transfers</a>		
<a href="#">Assurances</a>		
<a href="#">Capitalized Equipment</a>		
<a href="#">Checklist</a>		
<a href="#">LEA Superintendent Assurances Confirmation</a>		
<a href="#">Substantially Approved Dates</a>		
DESCRIPTION (CLICK HERE TO SHOW SECTIONS ONLY)	MESSAGES	PRINT
Title IV, Part A		
<a href="#">Budget</a>		
<a href="#">Budget Details</a>		
<a href="#">Related Documents</a>		
<a href="#">Checklist</a>		
All		

To upload the forms,  
select Related  
Documents.





# Alabama State Department of Education



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Session Timeout in 00:59:46

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## Related Documents

Go To

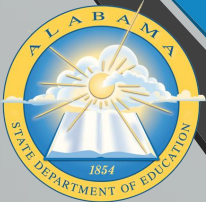
\* = Required

RELATED DOCUMENTS	
TYPE	
	*Advisory Sign-In Sheets
	Needs Assessment
	*Goals and Objectives
	*Budget Details
	*Assurances

Grant Awards \$30,000 and over requirements

- Advisory council
- Needs assessments
- Goals and objectives
- Budget detail
- Assurances

A needs assessment is required for all awards if you plan to transfer funds to another title.





# Advisory Council

System Name \_\_\_\_\_  
Coordinator Name \_\_\_\_\_

State Department of Education  
Prevention and Support Services

State Department of Education  
Prevention and Support Services  
August 2017

**Note: If non-public schools are participating in the LEA's SSAE program, a representative for the non-public school(s) must be a member of the Advisory Council.**

## II. STAKEHOLDER COUNCIL

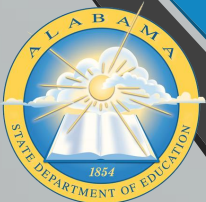
\_\_\_\_\_ LEA \_\_\_\_\_

\_\_\_\_\_ DATE \_\_\_\_\_

A. List all LEA SSAE Advisory Council members. **This page is to be signed in blue ink by members present at each Council meeting.**

NAME	TITLE/ POSITION	AGENCY/LEA/ ORGANIZATION	TELEPHONE NO.	SIGNATURE
	Parent			
	Student			
	Teacher (Level)			
	Teacher (Level)			
	Principal (Level)			
	Specialized Instructional Personnel			
	Department of Mental Health			
	Law Enforcement Personnel			
	Medical Profession Personnel			
	Judicial System Personnel			
	Community-Based Organization			

All members must be included on page one.



# Advisory Council

System Name \_\_\_\_\_  
Coordinator Name \_\_\_\_\_

State Department of Education  
Prevention and Support Services

State Department of Education  
Prevention and Support Services  
August 2017

<input type="checkbox"/>	<b>SSAE Coordinator</b>			
	<b>Advisory Council Chairperson</b>			
	<b>Charter School Personnel</b>			
	<b>Tribal Organization</b>			

Charter School  
Personnel and Tribal  
Organization Personnel  
are the only optional  
positions when  
applicable.



# Comprehensive Needs Assessment

System Name \_\_\_\_\_  
Coordinator Name \_\_\_\_\_

State Department of Education  
Prevention and Support Services  
August 2020

## COMPREHENSIVE NEEDS ASSESSMENT (MUST BE COMPLETED BY LEAs RECEIVING \$30,000 OR MORE)

A. Use results of assessments or data sources to summarize the severity and magnitude of the focus areas in your schools and communities based on the following categories. Please include ALL of the data sources used to determine the greatest needs in the categories below. Once you have prioritized the needs of your LEA and/or needs of a subset of schools within the LEA, it is time to identify existing intervention to improve and/or expand evidence-based practices that are more likely to improve student outcomes, but the effectiveness also depends on the local context and local capacity.

### 1. Provide all students with access to a well-rounded education.

- State Report Card (Please be specific)
- Engagement Data (Please be specific)
- Administrative Data (Please be specific)

### Other \_\_\_\_\_

**NOTE:** Other data sources may include LEA administered surveys, interviews, or focus groups as part of a strategic plan.

- o How do strengths and gaps of identified schools stand out among the general needs of your district?
- o Based on the data, what factors may be affecting or driving needs in the area of Well-Rounded Education?
  - Among subjects that have proficiency data, in which ones are your Title IV, Part A identified schools doing well?
  - In which areas do your Title IV, Part A identified schools need support proficiency data? Are these subjects a challenge for your LEA as a whole, or are they specific to your Title IV, Part A identified schools?
  - Which subjects have limited access or enrollment for Title IV, Part A identified schools? Are subjects with limited enrollment across the LEA?
  - What state or district program or policies affect school performance?

System Name \_\_\_\_\_  
Coordinator Name \_\_\_\_\_

State Department of Education  
Prevention and Support Services  
August 2020

### 2. Improve school conditions for student learning.

- State Report Card (Please be specific)
- Engagement Data (Please be specific)
- Administrative Data (Please be specific)

### Other \_\_\_\_\_

**NOTE:** Other data sources may include LEA administered surveys, interviews, or focus groups as part of a strategic plan.

- o What strengths and gaps in the area of Safe and Healthy Students stand out among your Title IV, Part A identified schools?
- o How do strengths and gaps of your Title IV, Part A identified schools stand out among the general needs of the district?
- o Based on the data, what factors may be driving or affecting needs in the area of Safe and Healthy Student among your Title IV, Part A identified schools?
  - In what aspects of Safe and Healthy are your Title IV, Part A identified schools doing well?
  - In what aspects of Safe and Healthy Students do your Title IV, Part A identified schools need support?
  - Are there Safe and Healthy Student indicators that seem to be challenge across the LEA?
  - Who still needs to be connected to programs and interventions?
  - What community or environmental factors shape the safety and well-being of students in Title IV, Part A identified schools?

ALL AWARDS OVER \$30,000  
REQUIRES A NEEDS  
ASSESSMENT and "If "you  
plan to TRANSFER funds.



System Name \_\_\_\_\_  
Coordinator Name \_\_\_\_\_

State Department of Education  
Prevention and Support Services  
August 2020

3. Improve the use of technology in order to improve the academic achievement and digital literacy of all students.

- State Report Card (Please be specific)
- Engagement Data (Please be specific)
- Administrative Data (Please be specific)

Other \_\_\_\_\_

**NOTE:** Other data sources may include LEA administered surveys, interviews, or focus groups as part of a strategic plan.

- o How do the strengths and gaps of your prioritized schools stand out among the general needs of your districts?
- o Based on your data, what factors may be driving or affecting needs in the area of Effective Use of Technology among your Title IV, Part A identified schools?

System Name \_\_\_\_\_  
Coordinator Name \_\_\_\_\_

State Department of Education  
Prevention and Support Services  
August 2020

**COMPREHENSIVE NEEDS ASSESSMENT (Continued)**

B. Indicate which individuals participates in conducting the needs assessment:

- \_\_\_ SSAE Stakeholder Council Members    \_\_\_ Parents
- \_\_\_ Community Members                    \_\_\_ School Administrators
- \_\_\_ Individual School Faculty/Staff       \_\_\_ Central Office Personnel
- \_\_\_ Law Enforcement Personnel
- \_\_\_ Other (Please Specify) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**All data used to develop the needs assessment must be kept on file in the LEA. This information will be reviewed during the ALSDE compliance monitoring.**

**ALL AWARDS OVER \$30,000  
REQUIRES A NEEDS  
ASSESSMENT and "If "you  
plan to TRANSFER funds.**



# Budget Details Form

System Name \_\_\_\_\_  
 Coordinator Name \_\_\_\_\_

State Department of Education  
 Prevention and Support Services  
 August 2017

**Budget Details**

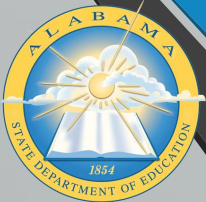
In the space below, list each expenditure associated with this application/program and then complete the budget pages that follow. Please provide job description(s) of any personnel who have any or all of their salary paid out of Title IV-A funds.

Please list expenditures and include a job description on this page.

System Name \_\_\_\_\_  
 Coordinator Name \_\_\_\_\_

State Department of Education  
 Prevention and Support Services  
 August 2017

FY 2018 Title IV, Part A Student Support and Academic Enrichment Grant 10/1/2019 - 9/30/2020		
BUDGET		System: CLB: _____
ACCOUNT CODE	DESCRIPTION	AMOUNT
Function/Program/Object		\$
<b>Instruction:</b>		
1100 411	Student Classroom Supplies	
1100 414	Instructional Software	
1100 492	Non-Capitalized Computer Hardware	
1100 499	Other Non-Capitalized Equipment	
1100 311	Purchased Services-Student Educational Services	
1100 39	Transportation-Other Providers-Field Trips	
1100 1700	Alternative Education-Program-Staff	
1100 1700 210	Alternative Education-Insurance	
1100 1700 220	Alternative Education-Retirement	
1100 1700 230	Alternative Education-Social Security	
1100 1700 240	Alternative Education-Medicare	
1100 1700 250	Alternative Education-Unemployment Compensation	
<b>Student Support Services:</b>		
2110 482	Attendance Services-Non-Instructional Software	
2110 489	Non-Instructional Supplies	
2120 04	Guidance/Counseling-Counselor	
2120	Guidance/Counseling-Other Staff (aide)	
2120 210	Insurance	
2120 220	Retirement	
2120 230	Social Security	
2120 240	Medicare	
2120 250	Unemployment Compensation	
2120 419	Student Services-Other Instructional Supplies	
2130 481	Testing-Student Services, Supplies	
2140 171	Health Services-Nurse (May employ LPN-131 obj.)	
2140 210	Insurance	
2140 220	Retirement	
2140 230	Social Security	
2140 240	Medicare	
2140 250	Unemployment Compensation	
2140 489	Health Services-Supplies, Non-Instructional	
2140 326	Health Services-Purchased Health Services	
2140 328	Health Services-Drug Testing Services	
2180 712	Social Services-Social Worker	
2150	Social Services-Other Staff	
2150 210	Insurance	
2150 220	Retirement	
2150 230	Social Security	
2150 240	Medicare	
2150 250	Unemployment Compensation	
2150 489	Social Services-Supplies, Non-Instructional	
2170	Psychological Services, Staff	
2170 210	Insurance	
2170 220	Retirement	
2170 230	Social Security	
2170 240	Medicare	
2170 250	Unemployment Compensation	
2170 489	Psychological Services-Supplies, Non-Instructional	



# Assurances

System Name \_\_\_\_\_  
Coordinator Name \_\_\_\_\_

State Department of Education  
Prevention and Support Services  
August 2017

## XII. Assurances for FY20

The LEA assures the SDE that:

### LEA or Consortium of LEAs Assurances

In accordance with *ESEA* section 4106(e) (2) and (f), an LEA or consortium of LEAs must assure in its application that it will:

Rectangular Snip

1. Prioritize the distribution of funds to schools served by the LEA based on one or more of the following criteria—
  - A. Are among the schools with the greatest needs;
  - B. Have the highest percentages or numbers of children counted under section 1124(c) (*i.e.*, children counted for purposes of basic grants to LEAs under *Title I*, Part A of the *ESEA*);
  - C. Are identified for comprehensive support and improvement under section 1111(c)(4)(D)(i) (*i.e.*, are among the lowest-achieving schools);
  - D. Are implementing targeted support and improvement plans as described in section 1111(d)(2) (*i.e.*, have consistently underperforming student subgroups); or
  - E. Are identified as a persistently dangerous public elementary school or secondary school under section 8532. (*ESEA* section 4106(e)(2)(A)).
2. For an LEA or consortium that receives \$30,000 or more, use—
  - A. Not less than 20 percent of funds to support one or more of the activities authorized under section 4107 pertaining to well-rounded educational opportunities;
  - B. Not less than 20 percent of funds to support one or more activities authorized under section 4108 pertaining to safe and healthy students; and
  - C. A portion of funds to support one or more activities authorized under section 4109(a) pertaining to the effective use of technology, including an assurance that it will not use more than 15 percent of the remaining portion for purchasing technology infrastructure as described in section 4109(b). (*ESEA* section 4106(e)(2)(C)-(E)).
3. Comply with section 8501-8504, regarding equitable participation of private school children and teachers. (*ESEA* section 4106(e)(2)(B)).
4. Complete an annual State report regarding how funds for the SSAE program are being used. (*ESEA* section 4106(e)(2)(F)).

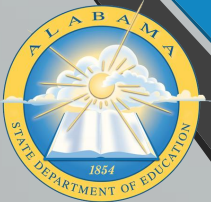
\_\_\_\_\_  
Superintendent's Signature

The superintendent must sign the assurances.



# How to Budget Carryover Funds?

- Budget Grid
- Needs Assessment Goals and Objectives
- Budget Detail forms



# Adjusted Allocation



## Alabama State Department of Education

- Home
  - Administration
  - Search
  - Funding Application
  - Improvement Planning
  - Inbox
  - Address Book
  - Document Library
  - Reports
  - Contact ALSDE
  - My Profile
  - Help
- Session Timeout in 00:59:32

Home > [Funding Applications](#) > [Funding Application Sections](#) > Allocations

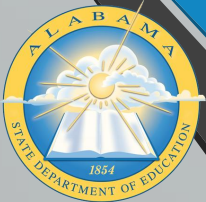
### Allocations

Title IV, Part A

Go To ▶

	IV-A
<b>ORIGINAL ALLOCATION</b>	88,461.00
<b>INCOMING CARRYOVER</b>	2,057.52
<b>OUTGOING CARRYOVER</b>	0.00
<b>RE-ALLOCATED FUNDS</b>	0.00
<b>ADDITIONAL FUNDS</b>	0.00
<b>RELEASE FUNDS</b>	0.00
<b>CONSORTIUM</b>	0.00
<b>FORFEITED FUNDS</b>	0.00
<b>TOTAL ALLOCATION</b>	90,518.52
<b>ADJUSTED ALLOCATION</b>	90,518.52
<b>BUDGETED</b>	88,461.00

Carryover funds are added to the original allocation.





# Requirements for Budgeting Carryover Funds:

- Needs Assessment (All expenditures must be identified as a need by the needs assessment)
- Goal and Objectives (All expenditures must be supported by a goal and objectives)
- The budget details forms must match the revisions to the budget grid.



# Are Equitable Services Required Under Title IV, Part A?



# Equitable Services

Add the total number of the students enrolled in the LEA and the number of private schools' students who live within the school zone and divide the allocation by the number of students to get the per pupil amount. Then add the per pupil amount to get the private school total allocation.

School System

**2019-2020 PRIVATE SCHOOL TITLE IV, PART A, EQUITABLE SERVICES**

- Complete this form for each participating private school located in the LEA.
- This form must be completed by the public school official in consultation with private school officials.
- The private school administrator is required to certify this form and should add comments, if any, in item #3.

**TITLE IV, PART A – GENERAL INFORMATION**

**#1. Private School Information**

Private School Name	Click here to enter text.	Contact Person	Click here to enter text.
Street Address	Click here to enter text.	Contact Telephone	Click here to enter text.
City/Town, Zip Code	Click here to enter text.	Contact Email	Click here to enter text.
		LEA	Click here to enter text.

**#2. Equitable Services: Title IV, Part A**

*Title IV, Part A*  
Student Support & Academic Enrichment Grant  
(Insert amount from private schools in e-GAP.)

**Private School Equitable Services**

A1: Total Title IV, Part A Allocation	Click here to enter text.
A2: LEA Enrollment	Click here to enter text.
A3: Participating Private Schools Enrollment	Click here to enter text.
A4: Total Enrollment (A2+A3)	Click here to enter text.
A5: Per Pupil Amount (A1 divided by A4)	Click here to enter text.

**#3. Comments from Private School Officials regarding the collaboration process. (If none, please type none in the space provided.)**

Click here to enter text.

**Title IV, Part A, Agreement of Services**

**YES** This affirmation confirms timely and meaningful consultation did occur for the program design and is equitable with respect to eligible private school children.

**NO** Timely and meaningful consultation has **not** occurred and/or the program design is **not equitable** with respect to eligible private school children.

School System Representative / Date \_\_\_\_\_ Private School Representative / Date \_\_\_\_\_

1



# Supplement versus Supplanting

- ❑ Supplement, not supplant provisions require an LEA to use state or local funds for all services required by state law, State Board of Education (SBOE) rule, or local policy and prohibit those funds from being diverted for other purposes when federal funds are available.
- ❑ Title IV, Part A, funds
  - must supplement—add to, enhance, expand, increase, extend—the programs and services offered with state and local funds;
  - cannot be used to supplant—take the place of, replace—the state and local funds used to offer those programs and services; and
  - are expended to benefit the intended population defined in the authorizing statute, rather than being diverted to cover expenses that an LEA would have paid out of other funds in the event the federal funds were not available.



# Helpful Reminders

- Convert all forms to PDFs.
- Applications will be reviewed in the order in which they are received.
- The forms have been updated for FY21 in the document library.
- Before you hire personnel and pay for any expenditures, **YOU MUST HAVE AN APPROVED APPLICATION.**



# Questions



*Questions are the path to learning*

# Title IV, Part A

## Contacts

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Dr. Marilyn Lewis

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334.694.4717

