

Title I Part A: Improving Basic Programs Operated By Local Educational Agencies

Allowable Uses

Use of this Document

This document is designed to support LEAs, schools, and sub-grantees in identifying potential allowable uses of Title I Part A funds. It is important to note that while this document lists strategies and activities commonly funded, this should not be considered an exhaustive list, nor does it guarantee that an activity listed will be considered allowable for each sub-grantee; allowability is also based on a data-driven assessment of local needs.

Purpose of Title I Part A

The purpose Title I Part A under the Every Student Succeeds Act (ESSA) is to provide all children significant opportunity to receive a fair, equitable, and high-quality education, and to close educational achievement gaps.¹ Title I Part A funds support eligible students identified by schools as failing or most at risk of failing to meet the State's challenging academic standards. Common uses of Title I Part A funds include intervention services, extended time and extended year programs, professional development for Title I staff, parent and family engagement activities, services for students experiencing homelessness, and more.

General Considerations

Programs and activities supported by Title I Part A funds must:

- be consistent with the purpose of Title I Part A;
- be necessary, addressing identified needs on the Local Education Agency (LEA)'s Comprehensive Needs Assessment (CNA) and support goals outlined on the LEA's Continuous Improvement Plan (CIP);
- be reasonable, considering breadth of impact and associated costs;
- address the learning needs of all students, including children with disabilities, English Learners (ELs), and gifted and talented students;
- be used for evidence-based activities;
- be utilized to supplement local and state funds, not supplant them; and
- be coordinated with other available funds and resources to maximize the effectiveness and efficiency of spending.

Allowable and Unallowable Uses

Strategy	Allowable Uses	Unallowable Uses
<p>Administration - only the portion of the salary dedicated to Title I Part A support</p>	<p>Employee Contract</p> <ul style="list-style-type: none"> • Certified teachers and interventionist • Academic/instructional coaches • Counselors/behavior support positions • Program Administrator • Grant Manager • Professional Development Coordinator • McKinney-Vento Homeless Liaison • Family and Community Engagement Coordinator • Parent and Family Engagement Liaisons • Multilingual Parent Liaisons • Services for preschoolers (must be beyond the state required 10 hours per week) • Equitable services to independent schools • Substitutes (when Title I staff are attending needs-based professional learning) • Bookkeeper for grant work <p>Stipends/Beyond Contractual Obligation</p> <ul style="list-style-type: none"> • Title I Part A program administration • Extended day/week/year instruction • Professional development • Data analysis and improvement planning activities • Parent and community engagement activities <p>Fringe Benefits</p> <ul style="list-style-type: none"> • Vermont Teachers Retirement System • Local retirement systems • Other fringe benefits such as health insurance 	<p>Employee Contract</p> <ul style="list-style-type: none"> • Teachers providing core instruction • Base pay for principals (contract hours) • Superintendents and Deputies with LEA wide responsibilities • Mandated guidance counselors, social workers, nurses, etc. • Special Education Services (OT, PT, Speech, etc.) • Direct reimbursements to private schools • Cost for administering, scoring, and reporting results for mandated state assessments <p>Stipends/Beyond Contractual Obligation</p> <ul style="list-style-type: none"> • Stipends for time and/or activities that are already compensated as part of regular contract • Stipends for parents and family members to attend parent and family engagement activities <p>Fringe Benefits</p> <ul style="list-style-type: none"> • Volunteer contribution accounts such as 401k and 403b

Strategy	Allowable Uses	Unallowable Uses
Contractual Services	<ul style="list-style-type: none"> • Contracted instructors that meet state certification requirements (including for equitable services in participating private schools) • Professional development providers • Consultants to upgrade curriculum, instruction, and student supports (instructional and behavioral) • Third-party providers of Title I supports and initiatives (including software licenses) • Dual or concurrent enrollment programs • Presenters for family engagement offerings • Grant administration activities (including translation) • Excess transportation costs for students experiencing homelessness 	<ul style="list-style-type: none"> • Contractual services that do not meet the intent of Title I Part A • Contractual services for non-Title I schools, teachers, and students
Supplies and Materials	<ul style="list-style-type: none"> • Supplies and materials needed to carry out Title I activities • Academic assessments to gauge impact of Title I initiatives • Computers and software for use by Title I students • Materials and light refreshments for Title I parent and family engagement activities/meetings • Supplies for students experiencing homelessness • Office supplies for administration of the grant 	<ul style="list-style-type: none"> • Supplies and materials for non-Title I schools, teachers, and students • Food and refreshments for staff activities, including working lunches • Promotional items, such as T-shirts, tote bags, water bottles, imprinted pens, and key chains • Door prizes, movie tickets, gift certificates, gift cards, etc. • Ceremonies, banquets, or celebrations
Equipment	<ul style="list-style-type: none"> • Equipment having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the LEA or \$5,000. 	<ul style="list-style-type: none"> • Equipment that does not aligned to a Title I specific, schoolwide plan, or school improvement initiative

Strategy	Allowable Uses	Unallowable Uses
Professional Development	<ul style="list-style-type: none"> • Professional development registration and travel costs for administrators and staff engaged in Title I activities • Course reimbursement to advance Title I initiatives • In a schoolwide program, all staff may participate in training provided the training is focused on improving instruction for struggling learners • Travel associated with provision of Title I services 	<ul style="list-style-type: none"> • Travel costs not aligned with LEA’s travel policy • Conference or courses not aligned to a Title I specific, schoolwide plan, or school improvement initiative
Other Costs	<ul style="list-style-type: none"> • Memberships/subscriptions • Transportation to allow for student access to Title I-related initiatives if not available otherwise • Transportation costs to maintain educational stability for students in foster care • Costs to improve the recruitment, support, and retention of culturally competent and responsive educators, especially educators from underrepresented minority groups, to meet the needs of diverse student populations • Printing/copying for Title I-related activities • Translations for parent notifications • Space rental for Title I-related activities • Child care to enable parents to attend parent and family engagement activities 	<ul style="list-style-type: none"> • Avocational or enrichment programs • Food costs for students (LEAs are encouraged to use applicable child nutrition programs) • Field trips for entertainment or recreational purposes • Costs that do not meet the Federal Cost Principles as indicated in Subpart E of the Uniform Grants Guidance, 2 C.F.R. Part 200
Indirect Costs	<ul style="list-style-type: none"> • LEA indirect cost rate 	<ul style="list-style-type: none"> • Indirect rate greater than the percentage assigned to the LEA

Other Resources:

For a complete list of allowable uses relating to parent and family engagement initiatives, please see the Title I Part A: Parent and Family Engagement Allowable Uses document.

Contact Information:

If you have questions about this document or would like additional information, please contact:

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Citations

¹ ESSA §1001

² ESSA §1114

³ ESSA §1115