

Title IV, Part A Grant Application Training

August 23, 2023

Cara Patrick & Atela Tinnin



Meet the Team

Title IV, Part A

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We now have a Title IV, Part A shared inbox for supporting any Title IVA or Stronger Connections Grant questions:

TitleIVA@k12.wa.us

Agenda



9:00 AM

Welcome and Agenda Overview

9:05 AM

SEL Professional Learning Network
with Debra Parker

9:25 AM

Title IV, Part A Consolidated
Grant Application – 2023-24

9:55 AM

LEA Roundtable

10:20 AM

Questions and Wrap-Up



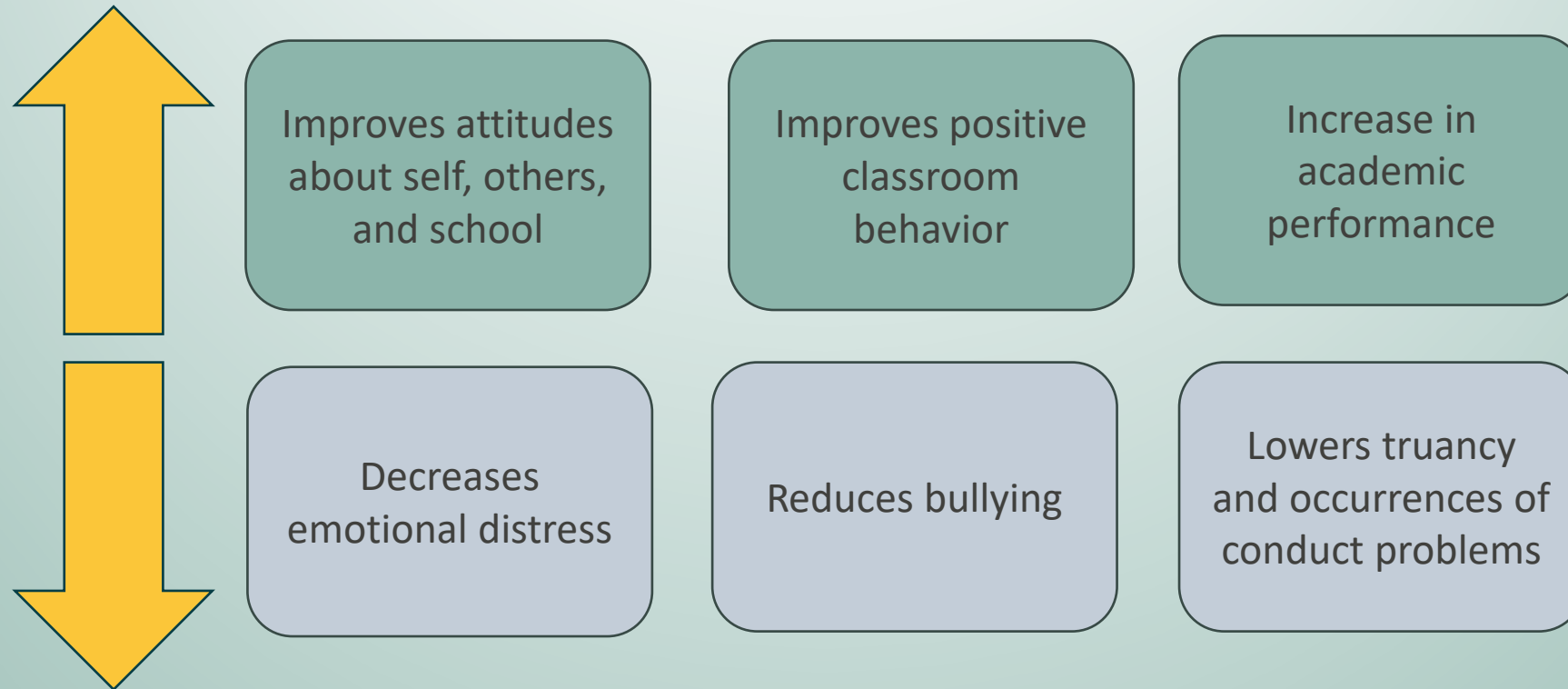
SEL Professional Learning Network

Debra Parker, Social Emotional Learning Project Specialist



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Social Emotional Learning is a **process** through which individuals build awareness and develop skills in managing emotions, setting goals, establishing relationships, and making responsible decisions that support success in school and in life.



SEL Professional Learning Network, *continued*

Providing Washington education professionals with SEL-related learning opportunities to help local education agencies advance the Washington SEL Framework



SEL Professional Learning Network



Learn about new research, resources, and strategies.



Develop and refine social emotional learning (SEL) implementation plans.



Engage with content experts and peers to work through implementation challenges.



Access individualized supports, including coaching.

Topic Areas for Professional Learning



SEL

- Implementation and Integration
- Applying Standards, Benchmarks and Indicators
- Equitable, Trauma-informed, and Culturally Sustaining Practices
- Student, Family, and Community Engagement
- Connection to Mental Health
- Integration within MTSS
- Promoting Belonging for Student with Disabilities
- Practical SEL Strategies: Elementary & Secondary
- SEL Network Exchange 2023

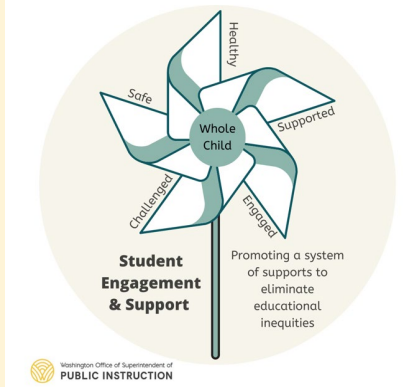


SEL Crosswalks and Partnerships



Office of Native Education (ONE)

[Incorporating Indigenous Practices to Support Social Emotional Learning \(educationnorthwest.org\)](http://educationnorthwest.org)



Financial Literacy Public-Private Partnership (FEPPP)

[Financial Education and SEL Part 2 – YouTube](#)

[Financial Education and SEL Part 3 – YouTube](#)



[Social Emotional Learning interactive virtual series \(govdelivery.com\)](http://govdelivery.com)

OER

[SEL Resources Group Resources | OER Commons](#)

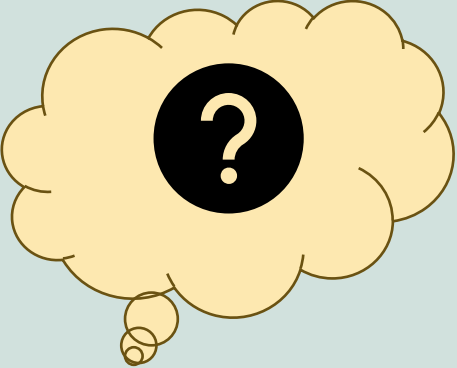
The Arts

[Connecting the Arts to Social Emotional Learning \(www.k12.wa.us\)](http://www.k12.wa.us)

Early Learning Pathway

[SEL Pathway For Early Learning](#)

Title IV, Part A: Student Support and Academic Enrichment



SEL Supports

Monthly coaching hours and Professional Development

Educator SEL

School Climate and Community

Culturally-Sustaining SEL

Academic Integration Strategies

Curriculum guidance

SEL Website Update

[Washington-developed SEL Resources](#)

Subscribe to the SES and SEL Newsletters

[Engage Newsletter](#)

[SEL Newsletter](#)



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Title IV, Part A: Program Purposes

The Student Support and Academic Enrichment (Title IV, A) grant program aims to increase the capacity of state educational agencies (SEAs), local educational agencies (LEAs), schools, and local communities to:

Provide all students with access to a **Well-Rounded Education**.

Improve school conditions for student learning through activities that support **Safe and Healthy Students**.

Support the **Effective Use of Technology** in order to improve the academic achievement and digital literacy of all students.

Title IV, Part A: Grant Requirements

- 1 Meaningful consultation with stakeholders.
- 2 Comprehensive needs assessment at least once every three years. (If allocation is \$30,000 or more.)
- 3 Distribution of funds across the 3 program areas – at least 20% well-rounded education, at least 20% safe and healthy students, and some portion effective use of technology. (If allocation is \$30,000 or more.)
- 4 Funds must be used to supplement, and not supplant, non-federal funds.
- 5 Equitable services for private school participation, including by engaging in timely and meaningful consultation with private school officials during the design and development of their Title IV, Part A programs.



Allocations



- US Department of Education allocates funding to each state on an annual basis based on its relative share of Title I the prior year.
- OSPI allocates funding to each LEA based on its Title I allocation from the prior year.
 - The minimum allocation is \$10,000.
 - LEAs may carryover up to 100% of funds from year to year.
- LEAs submit a narrative plan and budget as part of the Consolidated Grant Application (CGA) in the new EGMS.
- REAP eligible LEAs may opt to exercise Alternative Fund Use Authority (flexibility) to simplify management of Title IVA, as well as Title IIA, funds.
- LEAs may opt to transfer Title IVA, as well as Title IIA, funds to use for purposes consistent with other federal programs.
- Allocations can be found on [OSPI's Federal Allocation webpage](#).

Core Components of the Title IV, Part A Application

Budget

- Indirect costs
- Direct costs
- Use of subcategories

Program Plan

- Spending across content areas
- Identified need
- Grant funded activities

Equitable Services

- Private School participation

Comprehensive Needs Assessment

- Form is required for all LEAs
- Inclusion of Title IVA is required for LEAs with \$30,000 or more



Application Flow Chart

Access the 23-24 Consolidated Grant Application (CGA) in EGMS

STEP 1: Budget indirect costs

You will need to determine the amount of indirect costs you wish to claim before filling out the rest of the budget. The system shows the maximum allowable, but you may opt to claim less.
CGA > Budget tab > Allocations & Indirect Costs section > Edit (pencil) indirect total > **SAVE**

STEP 2: Enter Title IVA Budget

**Budgets MUST be entered FIRST. This step will populate the Title IVA program plan form.

Option 1:

Manually enter your budget in EGMS by line item.

CGA > Budget tab > Scroll down to the "Budget Details" Table > Edit (pencil) line items. > Add funds and subcategories > **SAVE**

OR

Option 2:

Upload your budget in EGMS from an Excel sheet.

CGA > Budget tab > Scroll down to the "Budget Details" Table > "Download in Excel" > Add funds and subcategories to the sheet > Back in EGMS "Upload Excel" > **SAVE**

STEP 3: Access Title IV, Part A Forms in the CGA

CGA > Forms & Files tab > Forms "FP 211" > Edit (pencil)

Form 1: FP 211 - Title IV, Part A (Program Plan)

Review auto-populated data > List EUT funds for Tech Infrastructure > List Direct Admin costs > Scroll to program plan table > Add button > Complete program plan > **Save > Validate**

AND

Form 2: FP 211 – Title IV, Part A Equitable Services

Indicate whether your LEA has participating private schools. Determine equitable share > Indirect Costs are already included in the calculation. Enter direct admin costs (if applicable) > Review private school participation table > **Save > Validate**

STEP 4: Comprehensive Needs Assessment

This form is required for all applicants.

*LEAs that receive \$30,000 or more in Title IVA must select Title IVA from the list to indicate it was included in the CNA process. This is also where you will document that you included a variety of stakeholders during the development of your plan.

CGA > Forms & Files tab > Comprehensive Needs Assessment & Priorities > Edit (pencil) > **Save & Validate**

Helpful Reminders: Budget

Complete the budget first!

Make sure to use the subcategories in the budget!

Detailed Budget Entry Screen

Focus Area: Title IV, Part A
Budget Category: 25 Pupil Management and Safety

AppLineItemsBySubCategory

Subcategory ↑	Description	Debit Transfer	Credit Transfer	Salaries-Certificated
<input type="text" value=""/>	25 Pupil Management and Safety	<input type="text" value="0"/>	\$0.00	<input type="text" value=""/>

--None--
Well Rounded Education
Safe and Healthy Students
Effective Use of Technology
N/A

Total - Focus Area : Title III, Par

Detailed Budget Entry Screen

Subcategory ↑	Description	Debit Transfer	Credit Transfer
Well Rounded ↓	25 Pupil Management and Safety	<input type="text" value="0.00"/>	
Safe and Heal ↓	25 Pupil Management and Safety	<input type="text" value="0"/>	\$
		\$0.00	\$

Helpful Reminders: general

If no amounts show up here, it means your budget is incomplete.

Specify funds used for “Tech Infrastructure” under Effective Use of Technology.

Enter any direct administrative costs and the purpose for those funds. (Different that your Indirect!)

Well-Rounded Education Budget
\$5,250
Safe and Healthy Students Budget
\$31,000
Effective Use of Technology
\$0
Total Budgeted Direct Costs
\$36,250.00

Well-Rounded Education Budget %
14.05%
Safe and Healthy Students Budget %
85.05%
Effective Use of Technology %
0.00%
Total Allocation (including indirect)
\$10,000.00

▲ Technology Infrastructure

This section is a sub-total of the Effective Use of Technology amount in the Budget Plan. Please do not enter any text here if you did not include any funds for Effective Use of Technology in the Budget. (If you did include funds for Effective Use of Technology in your budget, they would be shown in the Budget Plan above.)

By statute, no more than 15% of funds designated for activities to support the Effective Use of Technology may be used “for purchasing technology infrastructure.” The U.S. Department of Education (ED) defines technology infrastructure to include devices, equipment, software applications, platforms, digital instructional resources and/or other one-time IT purchases.

1. Please enter the amount of Effective Use of Technology funds you plan to use for technology infrastructure.

2. Percentage of Effective Use of Technology:

3. Describe any technology infrastructure items, as defined above, that are included in the budget for Effective Use of Technology. (I.e., you do not need to include non-technology infrastructure items such as professional learning.) [i](#)

▲ Direct Administrative Costs

Describe any proposed use of funds for the direct administrative costs of carrying out the program –please note the maximum is 2% of the LEA’s allocation. Direct administrative costs are defined as any costs that are administrative in nature and support the management of a program (e.g., salaries of administrators). These costs are in addition to the indirect costs already included in the Budget. [i](#)

Helpful Reminders: Program Plan

LEAs with an allocation of \$30,000 or more must have an entry for each program area.

Each entry should include:

- associated Title IVA program purpose (content area)
- identified program need
- grant funded activities, including how funds will be used
- anticipated results of the activity if successful (program objectives/outcomes)

Do not crowd all activities/initiatives under the same program area line. Add additional lines for each unique activity/initiative.

Program Plan Add Save

INSTRUCTIONS: Please use the prompts below to enter narrative in your Program Plan. To begin, click on the "Add" button for this section to generate an additional row for data entry.

Each row should contain only one activity/initiative. There can be more than one row for any program area.

- LEAs that receive \$30,000 or more must have at least one entry in each of the three program categories.
- All other LEAs can enter one or more.

Program Need. Briefly describe the specific gap or area of need – identified through the needs assessment process and other stakeholder input – that will be addressed through grant activities (e.g., improved school climate, access to music education, school mental health, etc.).

Grant Funded Activities. Please describe planned program activities. Be sure to include detail on what, specifically, the Title IVA funds will be paying for (e.g., staff time, programs, attendance at training, contracted services, supplies, curriculum, etc. This description should support your grant Budget.)

Program Objective/Outcome. Briefly describe the measurable outcome or change you expect to see if the activity is successful and how you will measure effectiveness.

Partnerships. Describe any partnerships with institutions of higher education, businesses, nonprofit organizations, community-based organizations, or other public or private entities with a demonstrated record of success in implementing related activities that will assist the LEA with planning or implementation.

Showing 0 to 0 of 0 records * Records are sorted by Last Modified Date ascending order

Content Area	Program Need ⓘ	Grant Funded Activities ⓘ	Program Objective/Outcome ⓘ	Partnerships ⓘ	Actions
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	✖

No Records Found

Program Plan: ESEA SEC. 4106(e)(1)



(e) CONTENTS OF LOCAL APPLICATION.

Each application submitted under this section by a local educational agency, or a consortium of such agencies, shall include the following:

(1) DESCRIPTIONS.—A description of the activities and programming that the local educational agency, or consortium of such agencies, will carry out under this subpart, including a description of:

(A) *any partnership* with an institution of higher education, business, nonprofit organization, community-based organization, or other public or private entity with a demonstrated record of success in implementing activities under this subpart;

(B) if applicable, *how funds will be used for activities related to supporting well-rounded education* under section 4107;

(C) if applicable, *how funds will be used for activities related to supporting safe and healthy students* under section 4108;

(D) if applicable, *how funds will be used for activities related to supporting the effective use of technology* in schools under section 4109; and

(E) *the program objectives and intended outcomes for activities* under this subpart, and how the local educational agency, or consortium of such agencies, will periodically evaluate the effectiveness of the activities carried out under this section based on such objectives and outcomes.



Program Plan: Program Need

Program Need. Briefly describe the specific gap or area of need – identified through the needs assessment process and other stakeholder input – that will be addressed through grant activities (*e.g., improved school climate, access to music education, school mental health, etc.*).

Rating	LEA Description	OSPI's Feedback
★	Professional development	This is not the need, but the activity planned to address the need.
★★	School climate	This is potentially an important need, but it is very broad.
★★★	Improve school climate and reduce bullying	Identifies the need and clarifies further the focus.

Program Plan: Grant Funded Activities

Grant Funded Activities. Please describe planned program activities. Be sure to include detail on what, specifically, the Title IVA funds will be paying for (*e.g., staff time, programs, attendance at training, contracted services, supplies, curriculum, etc.* This description should support your grant Budget.)

Ranking	LEA Description	OSPI Feedback
★	Improving school climate	This does not explain what the LEA is doing in this area, or what they are paying for with grant funds.
★★	Professional development	This describes the activity, but not what the funds are specifically paying for within this area.
★★★	Staff time and supplies for educators to attend anti-bullying training.	Fully justifies the use of funds connected to the identified need.



Program Plan: Program Objective/Outcome

Program Objective/Outcome. Briefly describe the measurable outcome or change you expect to see if the activity is successful and how you will measure effectiveness.

Ranking	LEA Description	OSPI Feedback
★	Improved student success	While improved academic success is the ultimate goal, we are looking for something more directly related to the activity.
★★	Improved school climate	This is an important need, but it isn't clear how you would measure whether it was having the intended impact.
★★★	Improved school climate as measured by indicators in the school climate survey about how safe students feel at school.	Relates the intended outcome back to the identified need and shows how you will know if the activity is effective.

EGMS Resources and Support



- [Title IV, Part A](#) information, including guidance and other resources
- Detailed [Title IV, Part A EGMS instructions](#) with screenshots
- **Coming soon!** Canvas course on navigating and completing the Title IVA portion of the CGA
- [EGMS User Guide for Local Education Agencies \(LEAs\)](#)
- [ESEA Consolidated Grant Application webpage](#)
- [Consolidated Grant Application Tips & Resources](#)
- [Office Hours](#)
 - o Tuesdays from 10:00-11:00am (Zoom Link: <https://us02web.zoom.us/j/89599088099>)
 - o Thursdays from 1:00-2:00pm (Zoom Link: <https://us02web.zoom.us/j/89226337985>)
- [OSPI staff](#) contact list by LEA
- If you believe there is an error in the system, please report it with as much detail as possible and a screenshot to EGMS.Support@k12.wa.us
- Email: titleiva@k12.wa.us
- Schedule a meeting – <https://calendly.com/cara-patrick-titleiva>



**Share a Title IVA
funded activity that
makes you proud!**

**What Title IVA
funded activity do
you find to be the
most impactful to
students?**

**What questions do
you have for Title
IVA staff?**

**What additional
topics would you
like Title IVA staff to
provide training or
other resources on?**

LEA 
Discussion





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