

Title IV, Part A

Frequently Asked Questions

1. **When are the applications due?**
 - a. As soon as possible. The original due date has been waived to accommodate all districts
2. **What is the Project Period?**
 - a. **September 30, 2018**
 - b. In general, USDOE expects grantees to strive to achieve performance targets as stated in their approved grant applications; however, the Department understands that grantees may experience delays in achieving performance targets as the result of a disaster. If necessary, grantees may request approval from the Department to adjust project timelines so that approved performance targets can be met, but at a later date than originally planned.
3. **Districts receiving an allocation of \$30,000 or more.**
 - a. ESEA section 4106(d) requires that an LEA receiving an SSAE program allocation of at least \$30,000 must conduct a **comprehensive needs assessment** prior to receiving its allocation and subsequent needs assessments at least once every three years, to examine its needs for improvement of:
 - i. Access to, and opportunities for, a well-rounded education for all students;
 - ii. School conditions for student learning to create a healthy and safe school environment; and
 - iii. Access to personalized learning experiences supported by technology and professional development for the effective use of data and technology.
 - b. At least 20 percent of funds must be used to support one or more of the activities pertaining to well-rounded educational opportunities;
 - c. At least 20 percent of funds must be used to support one or more activities pertaining to safe and healthy students; and
 - d. A portion of funds must be used to support one or more activities 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.*
 - i. **Districts are not required to use the remaining 60% on technology.**
4. **If a district receiving \$30,000 or more is part of a consortium, do all the districts in the consortium have to conduct a needs assessment?**
 - a. If an LEA is part of a consortium, and the consortium receives \$30,000 or more, the consortium must do a needs assessment of all the LEAs proposed to be served. ESEA section 4106(d)(1).
5. **Districts receiving an allocation less than \$30,000**
 - a. Is NOT required to conduct a comprehensive needs assessment
 - b. Is only required to focus on one of the three SSAE content areas: well-rounded, safe and healthy, and technology.

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6. **What are the LEA Assurances listed on page three of the RFA?**
 - a. **Assurances:** In order to receive funding, applicants must have on file with the Florida Department of Education, Office of the Comptroller, a signed statement by the agency head certifying applicant adherence to these General Assurances for Participation in State and Federal Programs. The complete text may be found in [Section D of the Green Book](#).

7. **Will we receive guidance on the DOE grants forms?**
 - a. Guidance links:
 - * **Budget-** <https://attendee.gotowebinar.com/recording/5262620377637839874>
 - * **RFA-** <https://attendee.gotowebinar.com/recording/7175827784541769479>

8. **Must an LEA distribute SSAE program funds to each of its schools?**
 - a. No. An LEA is not required to distribute SSAE program funds to each of its schools. Consistent with ESEA section 4106(e)(2)(A), an LEA must prioritize the distribution of funds to schools as described in the LEA or Consortium Assurances section of this document and must implement the SSAE program consistent with all relevant statutory requirements. In prioritizing the distribution of funds, an LEA that provides district-wide services with the ***SSAE program funds must focus those services on schools with the greatest need*** identified in ESEA section 4106(e)(2)(A).

9. **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)).

10. **Can you help me locate the list of target schools on the NCES website?**
 - a. On the NCES website look under Data Tools for Search for Public Schools.
 - i. Use the state dropdown box for Florida
 - ii. Under County of District type in **YOUR DISTRICT**
 - iii. Hit search
 - iv. The list of your schools should appear

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11. How do I calculate the allocation for private schools?

- a. **There is no calculation**
- b. Under Title IV, Part A, LEAs must provide for the equitable participation of private school students, teachers and other educational personnel in private schools located in areas these agencies serve in Title IV, Part A-funded activities, including by engaging in timely and meaningful consultation with private school officials during the design and development of their Title IV, Part A programs.
- c. Consult and collaborate with the private schools in your area.

12. Local Application Requirements for LEAs

- a. LEAs are required to submit an application to the SEA to receive their SSAE program allocation. An LEA may, if it chooses, apply for funds in consortium with one or more surrounding LEAs. (*ESEA* section 4106(b)). During the design and development of its application, an LEA or consortium of LEAs must engage in consultation with stakeholders in the area served by the LEA. (*ESEA* section 4106(c)(1)). Such stakeholders must include, but are not limited to, the following:
 - Parents
 - Teachers
 - Principals
 - Students
 - School leaders
 - Charter school teachers, principals, and other school leaders, when applicable
 - Specialized instructional support personnel
 - Indian tribes or tribal organizations, when applicable
 - Local government representatives
 - Others with relevant and demonstrated expertise
 - Community-based organizations
- b. An LEA or consortium of LEAs must continue to consult with the stakeholders identified above to improve the activities it conducts and coordinate implementation with other related activities conducted in the community. (*ESEA* section 4106(c)(2)).

13. Are educational field trips allowable?

- a. YES. Any fieldtrip will require program (DOE) approval. Fieldtrips must standards-based and address the appropriate content area standards and benchmarks.

14. Can the funds be used to purchase computers?

- a. YES. Remember there is a 15 percent technology spending cap for devices, equipment, software and digital content.

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15. Supplement not Supplant Requirement

- a. In considering how to use SSAE program funds, SEAs and LEAs should be mindful that SSAE program funds may be used only to supplement, and not supplant, non-Federal funds that would otherwise be available for activities authorized under the SSAE program. (ESEA section 4110). This means that, in general, SEAs and LEAs may not use SSAE program funds for the cost of activities in the three SSAE program content areas – well-rounded education, safe and healthy students, and technology – if the cost of those activities would have otherwise been paid with State or local funds in the absence of the SSAE program funds.

16. Are samples/examples of the narrative section and project accountability form available?

- a. YES.
- b. Please email michelle.gaines@fldoe.org or Petricia.Sailor@floe.org to request a copy.

17. Non-Regulatory Guidance Student Support and Academic Enrichment Grants

- a. <https://www2.ed.gov/policy/elsec/leg/essa/essassaegrantguid10212016.pdf>

18. Regarding the GEPA requirement. May districts use the same language from other Title grants?

- a. Yes. Please contact Petricia.Sailor@floe.org directly for additional clarification.

19. What is the amendment process?

- a. LEAs must use the DOE150 and DOE151 forms (located here)
- b. If the new activity or service does not change the scope of work or budget line item, NO amendment is required.
 - i. Contact the program office to verify before beginning paperwork

20. Can you explain Equitable Services for private schools?

- a. Section 8501(a)(4) of the ESEA requires that expenditures for services to private school students, teachers, and other educational personnel be equal to the expenditures for the public school program, taking into account the number and educational needs of the children to be served.
- b. Many LEAs calculate equal expenditures strictly on the basis of the relative enrollments of public and private school students, on the assumption that these numbers also accurately reflect the relative needs of students and teachers in public and private schools. However, it is permissible for LEAs to

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use other factors relating to need and not base equal expenditures only on relative enrollments.

- c. As with other decisions affecting services to private school students, LEAs should consult with private school officials on the method for determining equal expenditures, and the resulting methodology should reasonably reflect the relative numbers and educational needs of the public and private school students.
- d. The non-regulatory guidance does not provide a formula, but there is guidance about how to calculate it. Please consult the Non-Regulatory Guidance: Fiscal Changes and Equitable Services Requirements Under the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act is available [here](#)
- e. The non-regulatory guidance document “Title IX, Part E Uniform Provisions, Subpart 1—Private Schools” is available [here](#) and remains applicable except as otherwise provided in the ESSA Fiscal Non-Regulatory Guidance.

21. USDOE Equitable Services resources

- a. <https://www2.ed.gov/policy/elsec/leg/essa/essaguidance160477.pdf>
- b. <http://www2.ed.gov/policy/elsec/guid/equitableserguidance.doc>

22. Can the funds be used to food?

- a. No. Food is not an allowable expense.

Program contact information:

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