

Allocating Title I Funding to Non-public Schools



Overview:

Process to determine available **Title I** funding at each participating non-public school.

Title I provides resources to help ensure all children have the opportunity to get a quality education, resulting in their attainment of high academic standards. Title I is the largest federal program supporting both elementary and secondary education. The program's resources are allocated based upon the poverty rates of each student and the identified public Title I school in which they would attend based on where they reside and are designed to help ensure that all children meet challenging state academic standards.

To determine the amount of Title I funds available at each participating non-public school,

1. An email is sent to all non-public schools listed on the non-public schools list provided by CDE at the beginning of September along with the following;
 - An **Overview of Title I, II, & III** explaining federal funds and the available options
 - An **Intent to Apply (ITA)** for federal funds form
 - An invitation to meet to learn more about the federal funding options available to them. **(16-17 ITA Form = 17-18 participation)**
2. Inform each non-public school that the **Intent to Apply (ITA)** for federal funds form is due by mid-September. (The ITA form needs to be collected prior to October 1 in case they are interested in participating in Title I). *Accessing Title I funds requires that additional forms documenting the number of students who qualify for free and reduced lunches and reside in either a DPS or neighboring district's Title I attendance areas.*
3. If the **Intent to Apply** form is not returned from one of the schools listed (CDE List), a second email is sent. If no email responses are received after repeated attempts, a certified letter is sent via USPS. *The LEA must be able to demonstrate that the non-public schools were contacted and afforded the opportunity to participate. The LEA should clearly document that good faith efforts were made to contact all eligible schools.*
4. Those interested in participating in Title I the following year are given all the following by mid-September or sooner, to begin completing all requested/required information:
 - October Count Directions and Cover Sheet
 - October Student Count/Eligibility Spreadsheet
 - Family Poverty Data Survey Form
 - Current DPS Title I School List
 - CDE Income Eligibility Guidelines
5. All **Title I October Student Count/Eligibility** forms are due by the end of October.
6. The LEA first determines the number of children from low-income families residing in each participating public school attendance area who attend public schools and non-public schools. The LEA then determines the overall proportion of children from low-income families who

Allocating Title I Funding to Non-public Schools

reside in participating public school attendance areas and who attend public schools and non-public schools. Using the proportion of children from low-income families who attend non-public schools, the LEA would determine the amount of funds available for equitable services based on that proportionate share of the LEA's total Title I allocation. *The Per Pupil Allocation (PPA) is determined by the LEA based on the following two criteria: Non-public school students who reside in a Title I, Part A school attendance area AND who fall below the FRL% Income Eligibility Guidelines according to household size and annual income amounts.*

7. At the beginning of March, consultation meetings are scheduled to occur in April with each participating Title I non-public school to begin planning for the next school year. Following the consultation meeting, non-public school representatives are sent a Title I plan to complete.
8. All non-public school Title I plans are to be completed and submitted via email by the first week in May.
9. In May, the LEA contact, after consultation with the non-public school Title I representative, will:
 - Ask for revisions to the plan and return it to the non-public school for additional work, or
 - Approve the plan.
10. In June, all approved non-public school Title I plans and budgets are entered into the Consolidated Application and submitted for review by CDE.
11. Approved Title I Funds may be accessed after July 1 and must be used by the following June 30.