



ARIZONA DEPARTMENT OF EDUCATION

FY26 ESEA Consolidated Application Budget Narratives & Revisions

ESEA Field Day Questions



FY26 Resources

<https://www.azed.gov/ease>

Updates

[FY26 ESEA Consolidated FAQ](#)

[FY26 ESEA Consolidated Grant News and Updates
\(Video\)](#)

[FY26 ESEA Consolidated Cheat Sheet](#)

[FY26 Title I-A Budget Addendum](#)

[LEA and School Budget Template](#)

[LEA and School Budget Sample](#)

[FY26 Transferability Guidance](#)

[Mandatory Training Resource](#)

ADE Budget Narrative Guidance



The screenshot displays the Grants Management Enterprise (GME) interface. On the left is a navigation menu with links: GME Home, Administer, Search, Reports, Inbox, Contact ADE, Grants Management Resource Library, Help, and GME Sign Out. The main header includes the Arizona Department of Education logo and the text "Grants Management Enterprise GME". The central section is titled "Grants Management Resource Library" and features a search bar with a dropdown menu and a text input field. Below the search bar, a message states: "Below is the Grants Management Resource Library. Expand the nodes to view". A list of expandable nodes follows: CARES Act Funding, Fund Alerts, GME User Resources/Training, Completion Reports, Fiscal Monitoring, and Funding Applications. The "Funding Applications" node is expanded, revealing a list of resources: ADE Budget Narrative Guidance (highlighted with a blue circle), Holders Infographic, Entitlement vs. Competitive Funding Applications (Fast Facts), Cost Allocation Plan Internal Service Fund Flyer, Capital Outlay Worksheet FAQ, and Substantial Approval FAQ 07.2025. At the bottom left, a user profile for "Morse, Tiffany" is shown, along with a "Production Session Timeout 00:59:43" warning.

ARIZONA DEPARTMENT OF EDUCATION

Grants Management Enterprise GME

GME Home
Administer
Search
Reports
Inbox
Contact ADE
Grants Management Resource Library
Help
GME Sign Out

Morse, Tiffany

Production Session Timeout 00:59:43

Grants Management Resource Library

Grants Management Resource Library Search

Choose Keyword: Choose Keyword
Or Enter Text:

Below is the Grants Management Resource Library. Expand the nodes to view

Grants Management Resource Library [Expand All] [Collapse All]

- + CARES Act Funding
- + Fund Alerts
- GME User Resources/Training
 - + Completion Reports
 - + Fiscal Monitoring
 - **Funding Applications**
 - [ADE Budget Narrative Guidance](#)
 - [Holders Infographic](#)
 - [Entitlement vs. Competitive Funding Applications \(Fast Facts\)](#)
 - [Cost Allocation Plan Internal Service Fund Flyer](#)
 - [Capital Outlay Worksheet FAQ](#)
 - [Substantial Approval FAQ 07.2025](#)

Title I-A School Eligibility

(vendor ticket requested)

Updated Instructions

1. **School /Site Name:** Verify the correct name is listed. If a school's name is correct, missing, or has closed, the LEA must submit a [Help Desk Ticket](#) to remove the school from the School Eligibility page and have the LEA updated in Education Organization System (EOS).
2. **CTDS:** Verify each school has the correct CTDS number. If a school has an incorrect CTDS number, the LEA must submit a [Help Desk Ticket](#) to correct the issue on the School Eligibility page and EOS.
3. **Grade Span:** Update to reflect the applicable grades served PK-12. Please do not use UG, NG, etc. Grade span must align with EOS and School Finance.
4. **Service:** Indicate the type of Title I-A program the school is providing. SW1= School-wide, Targeted = Targeted, SW2 = Partial Consolidation, SW3 = Full Consolidation, Not Funded = No Title I funds, Skipped = Use if the school closed while the Help Desk Ticket is being processed, Schoolwide Exemption = Do not use
5. **Enrollment (K-12):** Using the AzEDS October 1 Enrollment Report, enter the total passed by school number which reflects only K-12 students enrolled on October 1. Based on prior year data, therefore this should not be updated or changed once entered.
6. **Low-Income Students (K-12) Percent:** Enter the school's poverty percentage as determined according to the selection on the Poverty Criteria Page. If this is a new school with no prior year data, please contact the ADE. Based on prior year data, therefore this should not be updated or changed once entered.
7. **Sort Order:** Number schools in ascending order following rank and serve procedures. This will rank order the schools on the School Allocation Page.
8. **Eligibility for Service:** Check the box for all sites the LEA intends to fund and ensures are eligible. A site is eligible for funding if the site's poverty is at least the poverty level of the LEA and or 35% poverty.
9. **Eligible by Other Factors:** Check if the site is being funded using the Grandfather Clause which allows a site to be funded school-wide for one year if the poverty drops below 40% from the previous year. If the LEA deems other factors should be considered, please contact ADE.
10. **School Improvement Label:** Indicate if the school is in federal school improvement by selecting ATSI/TSI, CSI, or Both. This must be updated with any changes in identification.

Title I-A Budget

Special instructions to LEAs: Please only label an activity that may be an outlier or specific to a particular school's plan. For example, if most schools are purchasing registration for conferences such as reading, math, leadership, etc., and one school is requesting a conference in physical education, please only label that one activity with that school's name so that clear alignment is made to that school's plan. This can be done in a separate cell.

Capital Outlay: No changes. The Capital Outlay page must align to the budget narrative.

Object Code		Function Code		
6100 - Salaries		1000 - Instruction		
EFE	Cert/Classified	Position Title	Program/Purpose	Total
19.0	Certified	Behavior Specialist	Tier II/III Behavior	\$1,106,001.07
34.0	Classified	Instructional Asst	Tier II/III Reading, Math, & Behavior	\$932,794.08
1.0	Certified	Interventionist	Math	\$65,080.00
1.0	Certified	Instructional Interventionist	Reading, Math	\$42,000.00
	Certified	Extra Duty @ \$35/hr.	Kindergarten Jumpstart Summer School	\$25,760.00
	Certified	Extra Duty @ \$35/hr.	Parent/Child Pre-K Workshop	\$4,830.00
	Classified	Extra Duty @ avg \$30/hr.	Parent/Child Pre-K Workshop	\$4,140.00
	Certified	Extra Duty @ \$35/hr.	Tutoring/Enrichment	\$75,057.50
	Classified	Extra Duty @ \$25-35/hr.	Tutoring/Enrichment	\$4,702.21
	Certified	Summer Pay @ \$50/hr.	Summer School	\$4,875.00



Title I-A Budget

Object Code		Function Code	
6300 - Purchased Professional Services		2100,2200,2600,2700 - Support Services (Students, Instr., Operation, Transport.)	
Narrative Description			
Purchased Service	Role/Position Type (if applicable)	Program/Purpose	Total
Consultant	Teachers	Project based learning, teacher clarity, and success criteria	\$6,500.00
Registration	Teachers	Gifted	\$1,786.00
Registration	Teachers	English Language	\$85.00
Registration	Teachers, Coaches	PLC	\$18,377.00
Registration	Teachers	Technology	\$7,873.75
Registration	Teachers	Cooperative Learning	\$5,878.00
Registration	Teachers	Thinking Maps, Writing	\$3,360.00
Registration	Teachers, Coaches	AVID	\$18,489.00
Registration	Teacher	Restorative Practices	\$407.25
Registration	Teachers	Math/STEM	\$14,780.00
Registration	Teachers	Teachers’ Institutes, Leader <u>In</u> Me, Elevate, NAESP etc.	\$27,173.60
ESI	Counselor	Sub coverage for PD	\$27,983.11



Title I-A Budget

Object Code		Function Code	
6600 - Supplies		1000 - Instruction	
Narrative Description			
Intended Use	Supplies	Program/Purpose	Total
Students	Rewards, Second Step, Ron Clark, etc.	PBIS, SEL	\$216,654.60
Students	SRA, Rewards, Foundations, etc.	Tier II, III Interventions	\$98,260.95
Students	Markers, glue, paper, etc.	Jumpstart summer school	\$8,000.00
Students	Supplemental books such as Raulito	5 th grade Social Studies	\$19,726.44
Students	Supplemental curriculum such as 95% Group, Classkick, IXL, Nearpod, Achieve 3000, etc.	Interventions	\$50,608.91
Students	Chargers, HDMI cables, dongles, ear buds, etc.	Technology support	\$3,355.44
Students	Avid Weekly	School-wide	\$1,149.62
Students	Advantage Press	PBIS	\$1,155.29
Students	Heggerty	K-1	\$12,604.49
Students	Major Minor Rules	6 th Gr	\$693.77
Students	Top Score	Writing	\$32,999.56
Students	Vivafy LLC	STEM	\$349.00



Title I-A Budget



Expectations

- Guidance must be followed
- Tool to support LEAs: [LEA & School Budget](#)

Contributory Budgets

- Specialists will use the **School Eligibility Page, Set Aside Page, and PPA Page** to verify required minimums, Rank and Service/125%
- Completion Report revised for verification/meeting required set asides and PPAs



Salary Example

School A: \$53,030.92

0.50 FTE Reading Intervention Teacher. Decrease by \$2,569.86. **\$24,766.64**

0.90 FTE Instructional Assistant to support RTI teacher with small reading groups, not exceed 36 hours. Increase by \$5,800. **\$28,264.28**

School B: \$109,920.31

0.85 FTE Reading Intervention Teacher. Increase by \$2,291.25. **\$51,606.13**

0.85 FTE Reading Intervention Teacher. Increase by \$4,740.80. **\$58,314.81**

School C: \$48,308.54

1.0 FTE Reading Intervention Teacher **\$48,308.54**

School D: \$65,047.08

1.0 FTE Reading Intervention Teacher **\$65,047.08**

School E: \$133,575

1.0 FTE Reading Intervention Teacher. Increase by \$6,831.51. **\$67,251.45**

1.0 FTE Reading Intervention Teacher. Increase by \$6,301.34. **\$66,323.55**

School F: \$145,500.88

1.0 FTE Reading Intervention Teacher **\$78,540.85**

1.0 FTE Reading Intervention Teacher **\$60,940.03**

Additional hours (Off-contract)-Certified: 2 Teachers to provide enrichment and/or differentiation instruction. 50 hrs @ \$35/hr = \$1,750/teacher. Increase by \$2,520. **\$6,020**

8.2 FTE Certified Reading Intervention not to exceed \$380,772.45

0.90 FTE Classified Instructional Assistant to support RTI teacher with small reading groups not to exceed \$28,264.28

Certified Off contract pay @ \$35/hr x 50 hrs. for enrichment/differentiated instruction not to exceed \$6,020.00

Salary Example (6100)



Another Extra Duty Ex:

Certified – Extra Duty Pay @ \$25-\$30/hr. – for collaboration for teachers; planning and facilitating PD; attending PD; planning; new teacher induction planning; attending, facilitating – not to exceed \$total

Stipend: Position/Title or Purpose (indicate certified or classified): (# of Stipends) = Total Funding
(Reasonable, Necessary/not doubling someone's salary)



Benefits Example (6200)

Guidance: Benefits: Total Benefits = Amount

6100

8.2 FTE Certified Reading Intervention not to exceed \$380,772.45

0.90 FTE Classified Instructional Assistant to support RTI teacher with small reading groups not to exceed \$28,264.28

Certified Off contract pay @ \$35/hr. x 50 hrs. for enrichment/differentiated instruction not to exceed \$6,020.00

6200

Certified not to exceed \$98,462.26

Classified not to exceed \$6,500.78

Purchase Professional/Property Service Example

6300/6400

Purchased Service: (Service Provider); (Type or Topic of Service) = Total
Conference Fee: (Name of Conference); (Type or Topic of Service) = Total

School A = \$9,816
Registration and Consultant Training to include
Leadership
Special Education
Instructional Practices
School B = \$4,794
Registration and Consultant Training to include
Professional Learning Communities
School C = \$4,995 Increase NEW TOTAL= \$5,250
Registration and Consultant Training to include
Instructional Practices
School D = \$3,550 Increase NEW TOTAL= \$4,203
Registration and Consultant Training to include
Instructional Practices
Leadership

Consultant on the following topics for teachers not to exceed \$15,066.00
Instructional Practices
Leadership

Registration for teachers on the following topics not to exceed \$8,997
Special Education
Professional Learning Communities

Other Purchase Service Example (6500)



Travel: (Nature/Purpose of the Travel); **Travel Cost Types** (ex. Airfare, Lodging, Transportation, Per Diem, etc.) = Total

Communications: (Service Provider); **(Type of Service)** = Total

Printing: (Service Provider); **(Type of Service)** = Total

Tuition/Dual Enrollment: (Educational Entity); **(Type of Service)** = Total

Inter-Agency Service Agreements: (Name of LEAs); **(Type of Service)** = Total

School A

Avid Conference

Airfare 245.78×2 teachers = \$491.56

Hotel 134.00×3 nights $\times 2$ teachers = \$804.00

Per Diem = \$75/day $\times 3 \times 2$ teachers = \$450.00

Incidentals not to exceed \$200.00

School B

Airfare 245.78×2 teachers = \$491.56

Hotel 134.00×3 nights $\times 2$ teachers = \$804.00

Per Diem = \$75/day $\times 3 \times 2$ teachers = \$450.00

Incidentals not to exceed \$200.00

School C

Airfare 245.78×2 teachers = \$491.56

Hotel 134.00×3 nights $\times 2$ teachers = \$804.00

Per Diem = \$75/day $\times 3 \times 2$ teachers = \$450.00

Incidentals not to exceed \$200.00

Cost for out-of-town travel to include air, hotel, per diem, & incidentals not to exceed \$total

Other Ex:

Printing for parent communication not to exceed \$total

Supplies/Equipment/Capital Example (6600/6700)



Equipment: Item Name/Description, for use by (beneficiary) for (purpose or program) = Total

School A: Meeting Supplies for parent engagement activities after school/evening hours including (but not limited to) light refreshments/meals, paper plates, utensils, etc. **\$2,000**
Supplies for APTT (parent) meetings including (but not limited to) pencils, crayons, markers, dry erase markers, file folders, pocket folders, scissors, glue sticks, labels, pens, paper/binder, envelopes, Ziploc bags, clips, staples, tape, post its, white and colored copy paper, cardstock paper. Increase by \$835.48. **\$2,835.48**

School B: Meeting Supplies for parent engagement activities after school/evening hours including (but not limited to) light refreshments/meals, paper plates, napkins, cups, utensils, etc. Increase by \$905.68. **\$3,905.68**
Supplies for APTT meetings including (but not limited to) pens, pencils, crayons, markers, file folders, pocket folders, scissors, glue sticks, labels, paper/binder, envelopes, Ziploc bags, clips, staples, tape, post its, white and colored copy paper, and cardstock paper. Increase by \$1,000. **\$2,803.09**
Transportation fuel expenses for afterschool activities (clubs, athletics, tutoring, etc.) and educational field trips. **\$1,104.75**

School C: Supplies including (but not limited to) pens, chart paper, pencils, etc. Decrease by \$300. **\$586.18**

Parent Engagement Meeting Supplies such as light refreshments/meals, paper plates, utensils, file folders, pocket folders, scissors, glue sticks, labels, pens, paper/binder, envelopes, Ziploc bags, etc. not to exceed \$total

Fuel for after school field trips @ \$total rate not to exceed \$total

Professional Development Supplies for teachers and paras to include items such as book study books, pens, chart paper, pencils, etc. not to exceed \$total



Miscellaneous Example (6800)

Purchased Service: (Service Provider); (**Type or Topic of Service**) = Total

Miscellaneous Fees: Nature of Fee (brief description) for use by (end user or purpose of fee) = Total

Ex:
Fee for administrator to attend job fair not to exceed \$total
ASCD Membership for leaders not to exceed \$total



Revision Discussion

- Submit what the LEA plans to fund in that revision
- Same as Revision 0
- Deleting is allowable
- Remove extraneous comments
 - *moved from
 - *decrease/increase \$XX
- “New” acceptable

GME Home	Funding Applications	
Administer ▶	Amphitheater Unified District (100210000) Public District - FY 2025	
Search ▶	2025 ▼ All Approved Applications ▼	
Reports		
Inbox ▶	Entitlement Funding Application	
Entity Information	21st CCLC Yr 2	
Planning ▶	21st CCLC Yr 2	
Monitoring ▶	21st CCLC Yr 2	
Funding ▶	Funding Applications	
Reimbursement Requests	Sections	
Project Summary	Budget Summary	
LEA Document Library	Last Page Visited	
Address Book	Supplements	
Contact ADE	21st CCLC Yr 4	
	21st CCLC Yr 4	

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