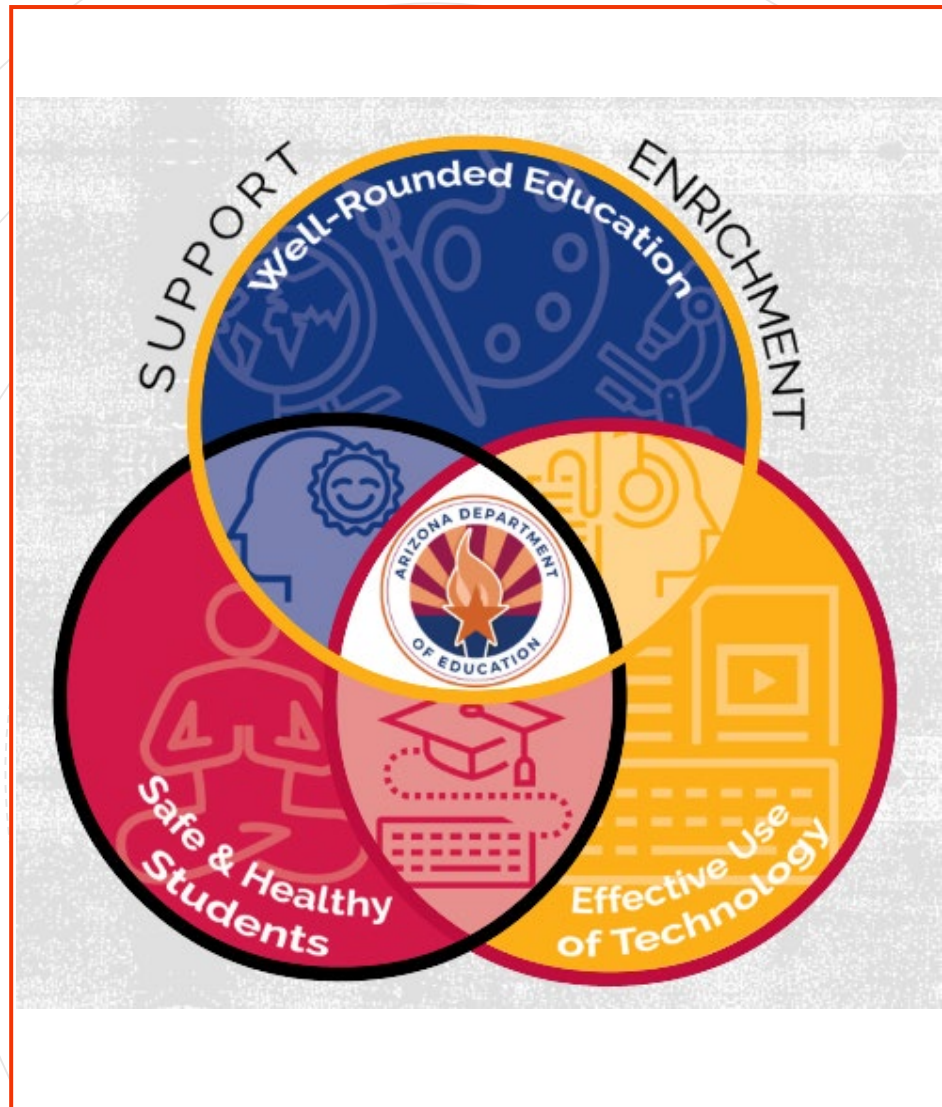




**Title IV, Part A-
Planning, Writing,
and Evaluating your
Student Enrichment
Programs**

Keri Schoeff

**Title IV-A Director, Student
Health & Wellness**

Session Agenda



LEA Needs Assessment & Planning



Consolidated Application & Program Writing



Monitoring, Evaluation & Audit Readiness



Key Takeaways & Resources



Title IV, Part A

Student Support and Academic Enrichment

Title IV, Part A Purpose



**INCREASE ACCESS TO A WELL-
ROUNDED EDUCATION**



**IMPROVE SCHOOL CONDITIONS
FOR STUDENT LEARNING
(SAFE & HEALTHY STUDENTS)**



**ENHANCE EFFECTIVE USE OF
TECHNOLOGY**



Needs Assessment and Planning

LEA Needs Assessment and Planning



Conduct a comprehensive needs assessment at least once every three years



Engage required stakeholders in all phases of planning (ongoing)



Ensure Title IV, Part A funds meet ESSA and ADE requirements

Needs Assessment: ADE Expectations



**USE MULTIPLE DATA
SOURCES ACROSS ALL
THREE CONTENT AREAS**

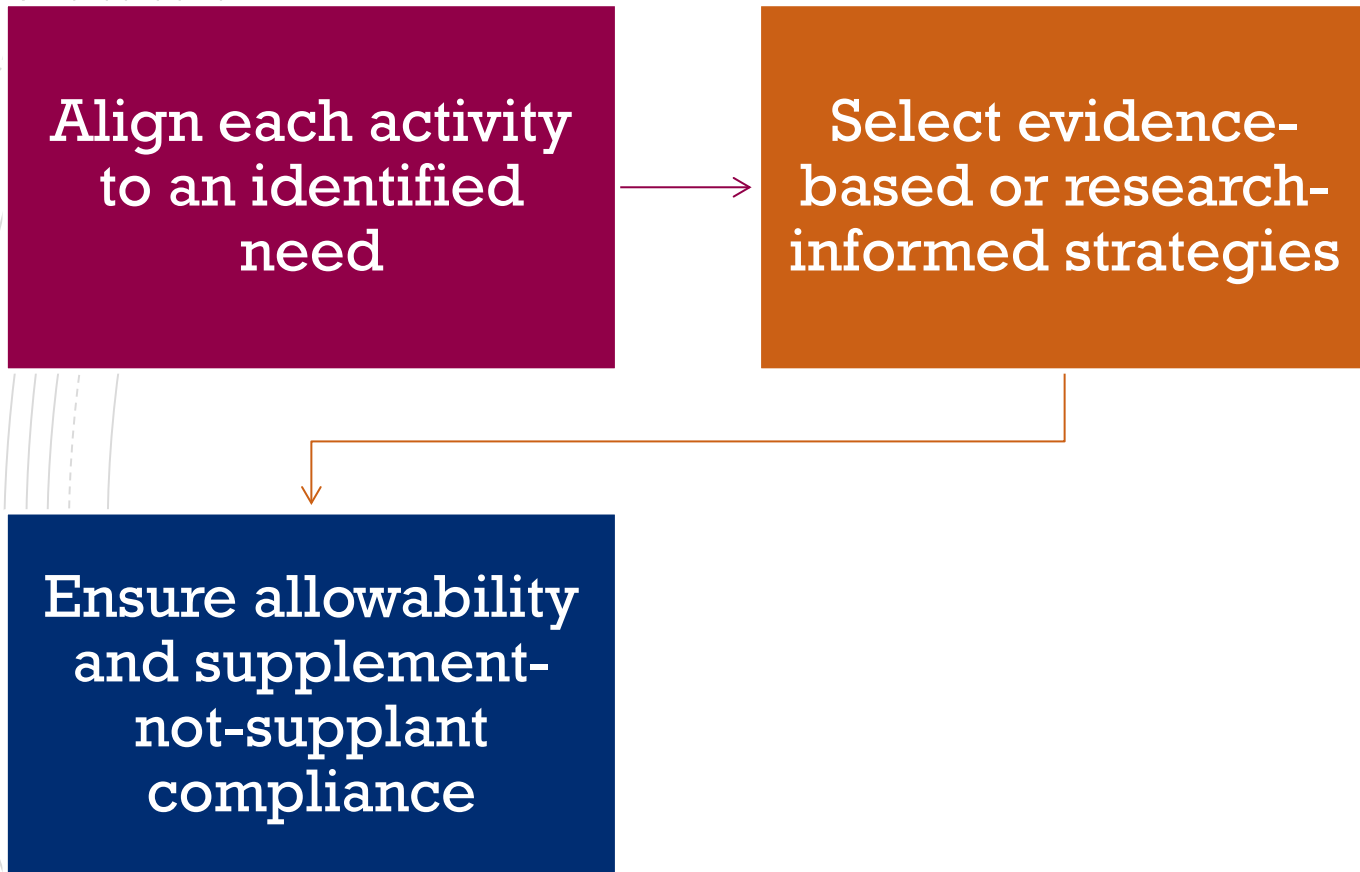


**DOCUMENT
STAKEHOLDER
CONSULTATION**



**CLEARLY JUSTIFY
PRIORITIZED NEEDS**

Planning Student Enrichment Programs



Sec 4106 requires the following stakeholders to be engaged for TIV-A:

- Parents**
- Teachers**
- Principals**
- Other school leaders**
- Specialized instructional support personnel**
- Students**
- Community-based organizations**
- Local government representatives**
- Indian tribes or tribal organizations (where applicable)**

Planning Team Engagement



All LEAs will be required to:

- Complete the District/School Level Planning Team
- Describe how the district actively and consistently involves all stakeholders identified in the development of the district plan
- Describe how the plan is regularly monitored and revised based on students' needs



Title IV-A Specialists will be reviewing your Planning Team to ensure that the required diverse stakeholders are involved in the planning process. All local government representatives need to include the government agency that they represent.



Consolidated Application: Writing for Approval



Title IV-A Student Support & Academic Enrichment



[Funding Disclaimer](#)



[FFATA & GSA Verification](#)



[General Education Provisions Act \(GEPA\)](#)



[Assurances](#)



[Budget](#)

[Budget Overview](#)

[Budget Overview Plus/Minus](#)

[Program Information / Instruction](#)



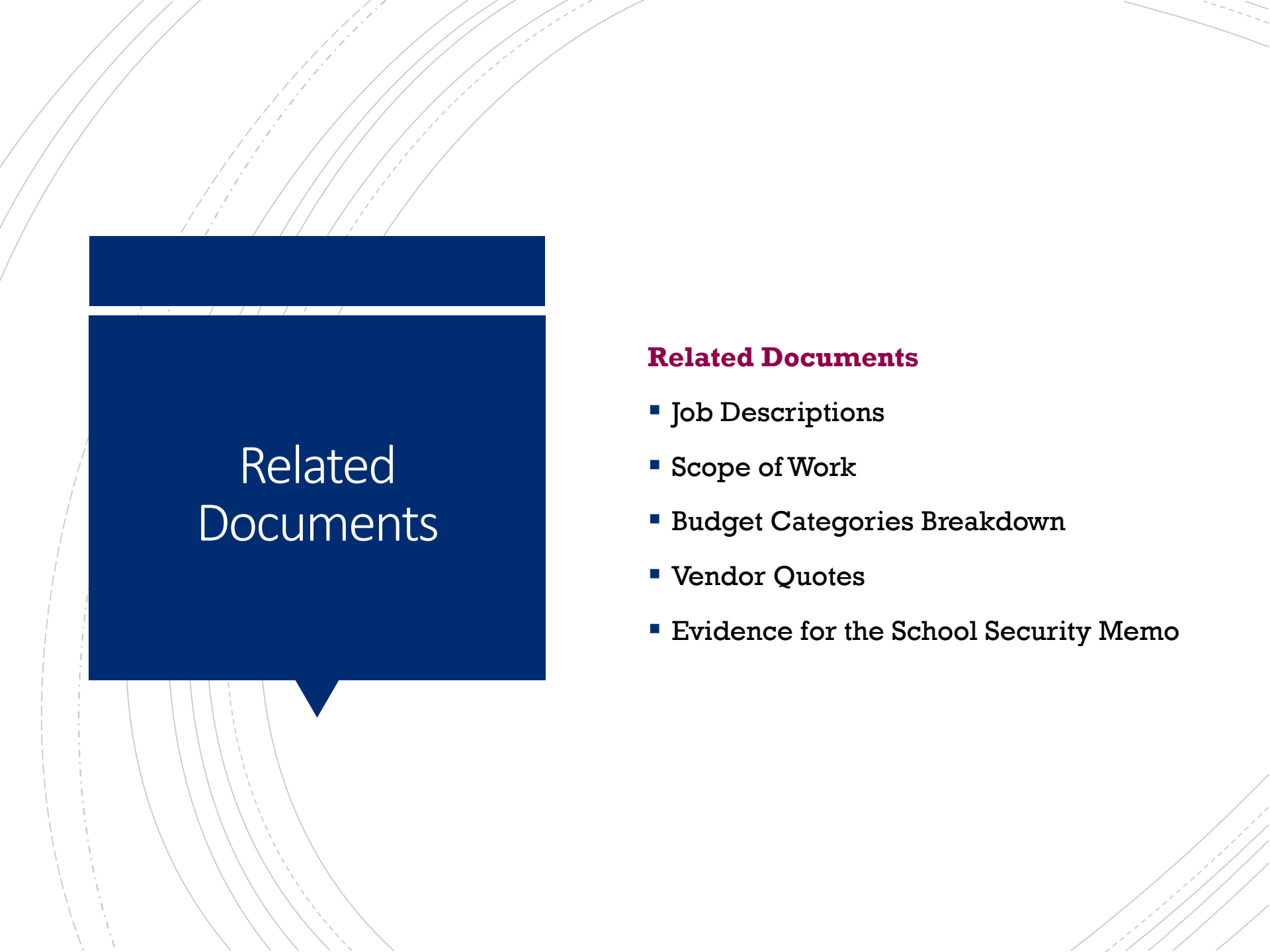
[Program Narrative Questions](#)



[Eligible Private School Service](#)



[Related Documents](#)

The background of the slide features several thin, curved lines in shades of gray, some solid and some dashed, creating a sense of motion and depth. On the left side, there is a dark blue graphic element consisting of a horizontal bar at the top and a larger rectangular box below it. The larger box has a small triangular pointer at its bottom center, pointing downwards.

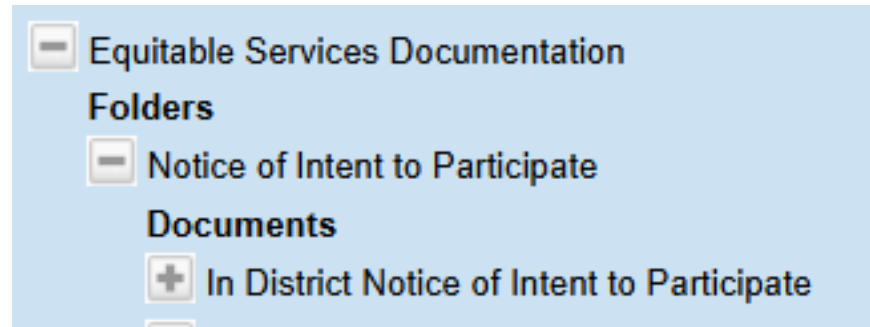
Related Documents

Related Documents

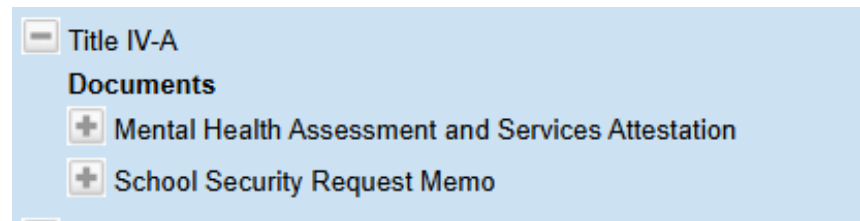
- Job Descriptions
- Scope of Work
- Budget Categories Breakdown
- Vendor Quotes
- Evidence for the School Security Memo

LEA Document Library

ALL Public LEAs must upload a signed and dated In District Notice of Intent to Participate



Additional Documents may be needed based on program requirements



TTV-A Budget Guidelines



**DESCRIBE THE NEED,
ACTIVITY, AND INTENDED
PARTICIPANTS**



**EXPLAIN HOW THE
ACTIVITY WILL IMPROVE
STUDENT OUTCOMES**



**ENSURE BUDGETS ARE
REASONABLE AND
NECESSARY**

Budget Narrative Guidelines

As each revision is submitted, the LEA should only reflect the expenses and programs that are being funded.

There should be no previous revision programs, prior funding amounts, or noting where funds were moved/changed.

All revision budget narratives should mimic revision 0.

Items not funded should be deleted.

Only the items being requested should be reflected, including the actual amount requested for each activity, and the Title IV-A funding category (WRE, SHS, EUT).

6600: Group by program/purpose then by brief description of supplies for the LEA or Private School

Object Code	Function Code
6600 - Supplies	1000 - Instruction

Intended Use	Program/Purpose- TIV-A Category	Supplies	Total
Students	Academic Enrichment- WRE and SHS	Supplemental curriculum such as Capturing Kids Hearts, IXL, Nearpod	\$20,608.91- WRE \$4,567.33- SHS
Students- PS	St. Thomas PS- Balls, jump ropes, etc.- SHS	PE consumable equipment	\$3,355.44
Students	Summer school supplemental supplies- WRE	Readers, math manipulatives, site words, activity books, math games, reading games, etc.	\$12,999.56

Program Narrative Questions Guidelines

Primary Need

What is the core programmatic need for the applicable Title IV-A Category?

Program Objective

What is the overall programmatic goal of the applicable Title IV-A Category?

Program Narrative

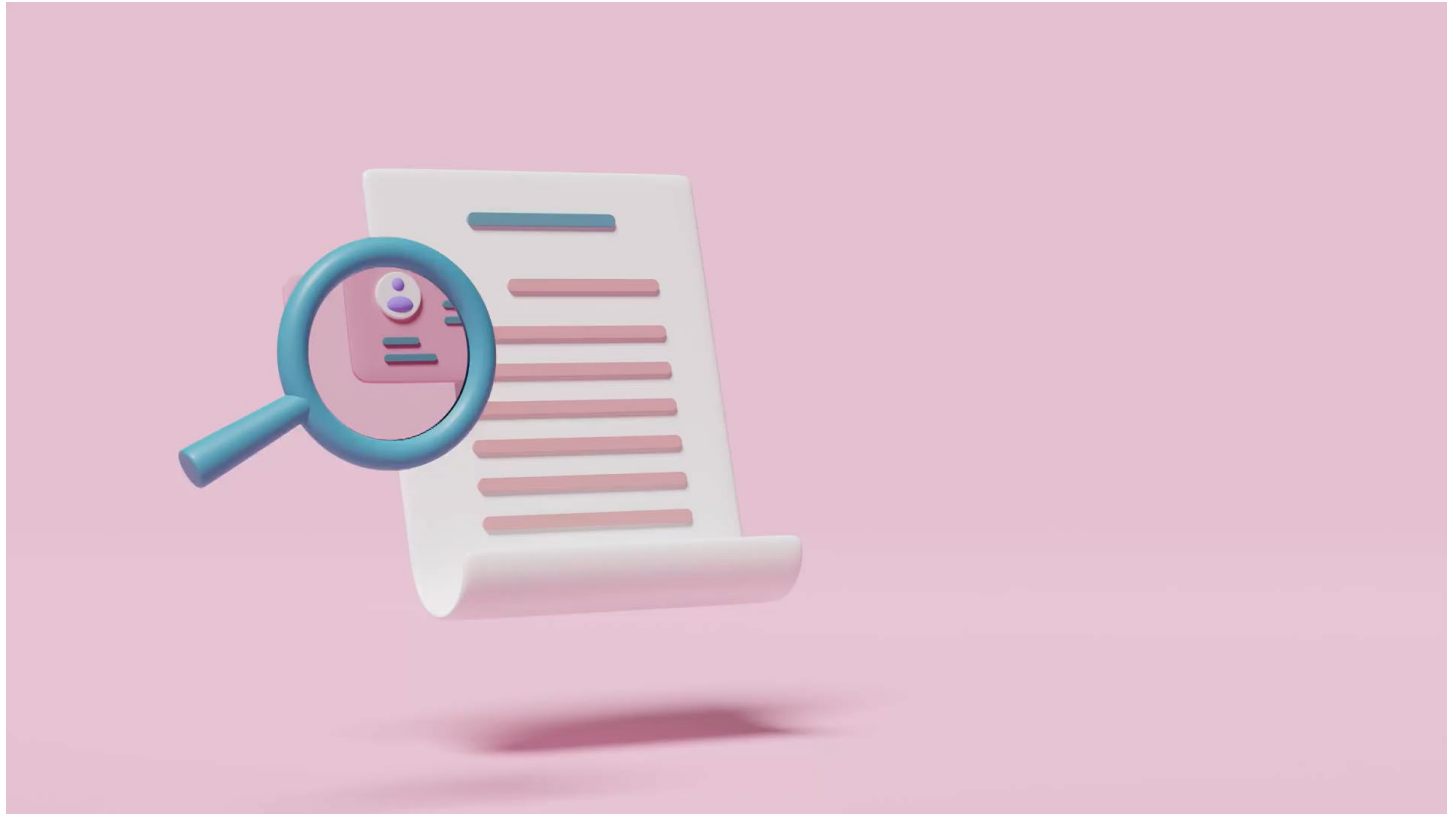
List all the Title IV-A Category activities being funded and how they support the Primary Need and Objective.

Program Outcome

What is the desired result after implementation of activities?

Program Evaluation

How will you identify if the Program Outcome was successful?



Evaluating Program Effectiveness



**ESTABLISH MEASURABLE
OUTCOMES DURING
PLANNING**



**COLLECT QUANTITATIVE
AND QUALITATIVE DATA**



**USE RESULTS TO INFORM
FUTURE NEEDS
ASSESSMENTS**

Evaluating Program Effectiveness

Implementation & Fiscal Oversight



Implement programs as approved in the Consolidated Application



Monitor timelines, expenditures, and participation



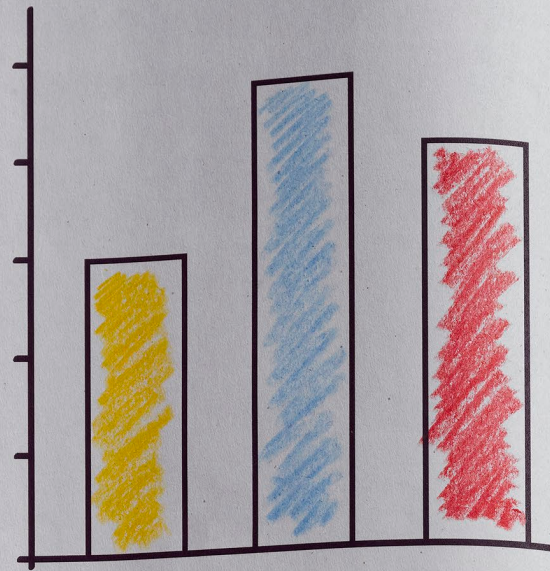
Maintain documentation for fiscal and programmatic review

**LEAS MAY BE SELECTED
FOR PROGRAMMATIC OR
FISCAL MONITORING**

**MONITORING EVIDENCE
MUST ALIGN TO APPROVED
PLANS**

**COMMON FINDINGS
INCLUDE INSUFFICIENT
DOCUMENTATION OR
MISALIGNMENT**

**ADE
Monitoring &
Compliance**



Key Takeaways and Resources

Key Takeaways for LEAs

Intentional planning supports successful implementation

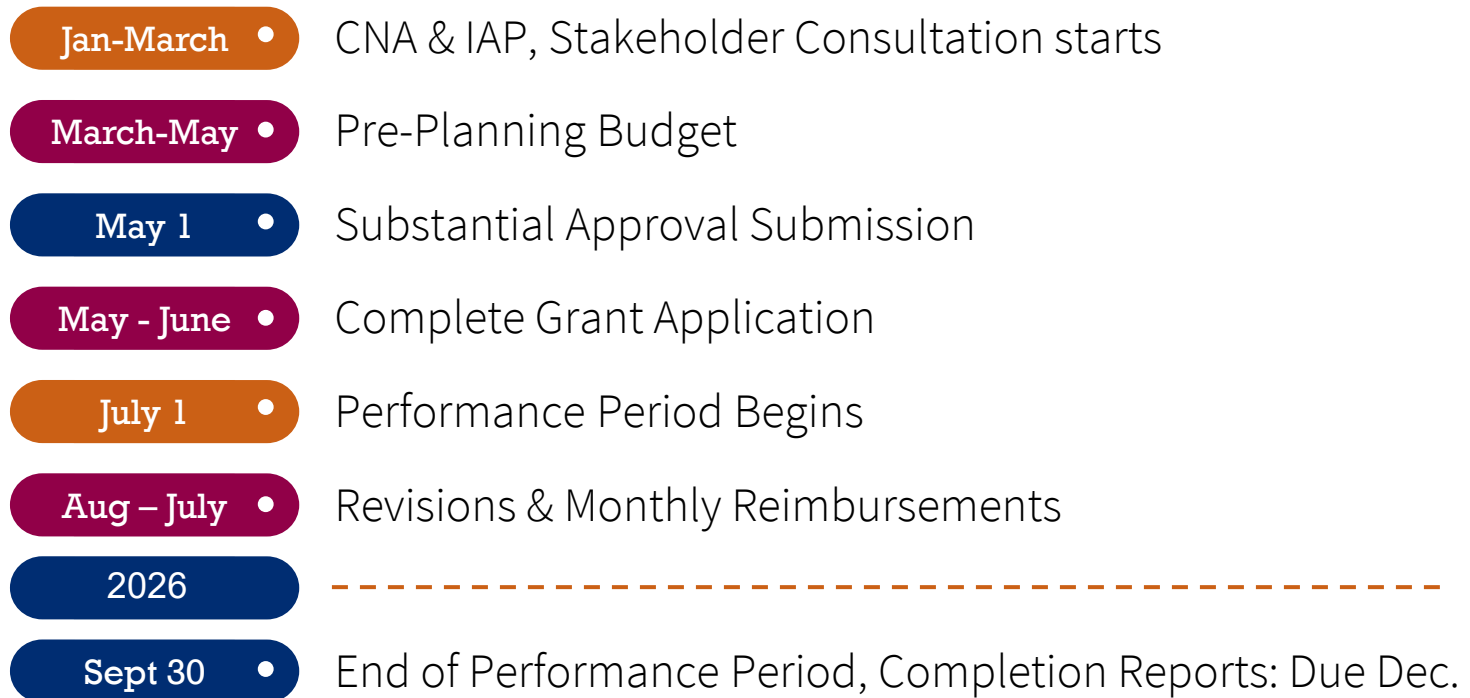
A light purple downward-pointing arrow connects the first box to the second.

Clear Consolidated application narratives reduce compliance risk

A light orange downward-pointing arrow connects the second box to the third.

Evaluation and documentation support monitoring readiness

Best Practice Timeline



ESEA Consolidated Grant Requirements

Receive Title IV-A Director approval for revisions prior to implementing any change in spending or programs.

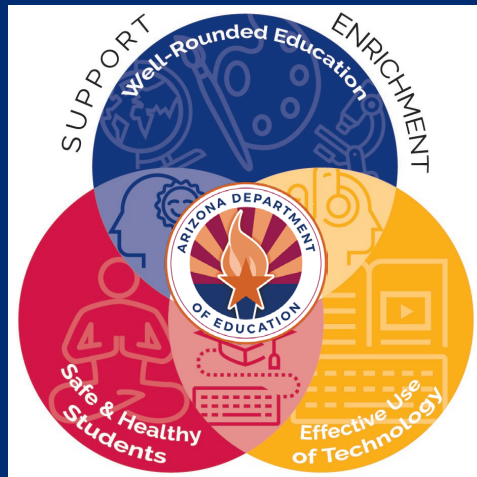
Submit revisions for any fiscal or programmatic change in a timely manner.

In accordance with sound accounting practices, LEAs are required to request reimbursements monthly.

Keep necessary Time and Effort documentation.

Submit Completion Reports and Year End Supplements on time.

Resources



Local supports:

Title IV-A website: www.azed.gov/titleiv-a

Arts Education website:
www.azed.gov/artseducation

Safe & Healthy Students website:
www.azed.gov/safeandhealthy

Digital Literacy website:
www.azed.gov/digital-literacy

Well-Rounded Education website:
<https://www.azed.gov/titleiv-a/welcome-well-rounded-education>

National supports:

US Ed Title IV-A Technical Assistance Center: www.t4pcenter.ed.gov

Title IV-A Coalition: www.titleiva.org



■ Questions



Keri Schoeff
Title IV-A Director, Student Health and Wellness
keri.schoeff@azed.gov