



Title I, Part A Section 1003(a), School Improvement Grant

Frequently Asked Questions

The list below constitutes frequently asked questions about the Title I, Part A Section 1003(a) School Improvement Grant. This page will be updated with frequently asked questions and answers on a continual basis.

1. **Question:** Can we use funds to provide transportation for parents to events? i.e., Ubers, cabs...

Answer: Yes, the use of these funds must meet federal cost principles and align with school improvement activities/events.

2. **Question:** Do we have to provide non-Title I Additional Targeted Support and Improvement (ATSI) schools with funding? Is the funding meant for both Title I and non-Title I ATSI schools?

Answer: These funds are available for all schools that were identified for Comprehensive Support and Improvement (CSI) and/or ATSI whether it is a non-Title I or a Title I school.

3. **Question:** What credentials are needed for non-certified staff working on this initiative? An example would be a temporary or part-time special education teacher assistant/paraprofessional.

Answer: Requirements are the same for Title I, Part A. For example, Paraprofessionals must meet the following requirements:

- Associate's Degree
- Two years of college-level coursework (equivalent to 48 credit hours)
- A high school diploma or GED and a passing score on the ParaPro exam

4. **Question:** Will we need to submit multiple budget narratives for schools receiving money, or just the allocation to each school?

Answer: Local education agencies (LEAs) should provide a budget of how the LEA intends to use funds to support schools that either:

- Summarizes all proposed expenses within a detailed budget narrative and cost breakdown. This option would categorize the expenses under School or LEA ([Budget Narrative Example](#)); or
- Outlines a detailed budget description and cost breakdown broken out by individual schools. The LEA would also be responsible for submitting a separate LEA-level budget.

Since the NOGA is issued to the LEA, it is the LEA's responsibility to ensure that all school-level expenses are allowable and meet federal cost principles. MSDE can monitor all grant expenses during the MSDE monitoring cycle.

5. **Question:** Where can we find the monthly spend-down report?

Answer: The Office of School Improvement and Supports will email the spend-down report to all School Improvement contacts.

6. **Question:** What is the timeline that an LEA can begin to apply for the additional 12 month grant extension?

Answer: LEAs have the option to amend a grant award at any time prior to 45 days before the end of the grant period.

7. **Question:** Will these funds be recurring beyond this grant period?

Answer: FY24 funds expire 9/30/24. LEAs that have identified CSI and ATSI schools can apply for future fiscal years as it is a three-year cycle of identification. FY24 is Year One of the three-year cycle.

8. **Question:** When can we expect to be notified of the next grant allocation?

Answer: MSDE intends to communicate all preliminary allocations closer to the grant period start date.

9. **Question:** Can we write (our) written processes as answers/descriptions (or do we have to write a paragraph narrative summarizing)?

Answer: Yes, but please be specific in aligning your response to the question or section of the application.

10. **Question:** Is there any flexibility in the annual timeline as many LEA offices have many competing applications and reports to complete?

Answer: Currently the grant period is for 15 months. LEAs can request an extension for an additional 12 months through a grant amendment request.

11. **Question:** Can LEAs start journaling back for expenses when they receive the Notice of Grant Award?

Answer: Expenditures can go back to July 1, 2023 when the grant period began.