

## **Title I, Part D: Neglected and Delinquent Programs**

### **Subpart 2: Programs Operated by Local Educational Agencies**

#### **Guidance on Allowable and Unallowable Expenditures**

#### **ESSA SEC. 1421 - PURPOSE**

The purpose of this subpart is to support the operation of local educational agency programs that involve collaboration with locally operated correctional facilities—

- (1) to carry out high quality education programs to prepare children and youth for secondary school completion, training, employment, or further education;
- (2) to provide activities to facilitate the transition of such children and youth from the correctional program to further education or employment; and
- (3) to operate programs in local schools, including schools operated or funded by the Bureau of Indian Education, for children and youth returning from correctional facilities, and programs which may serve at-risk children and youth.

#### **ESSA SEC. 1424 - USES OF FUNDS**

(a) IN GENERAL.—Funds provided to local educational agencies under this subpart may be used, as appropriate, for—

- (1) programs that serve children and youth returning to local schools from correctional facilities, to assist in the transition of such children and youth to the school environment and help them remain in school in order to complete their education;
- (2) dropout prevention programs which serve at-risk children and youth;
- (3) the coordination of health and social services for such individuals if there is a likelihood that the provision of such services, including daycare, drug and alcohol counseling, and mental health services, will improve the likelihood such individuals will complete their education;
- (4) special programs to meet the unique academic needs of participating children and youth, including career and technical education, special education, career counseling, curriculum-based youth entrepreneurship education, and assistance in securing student loans or grants for postsecondary education;
- (5) programs providing mentoring and peer mediation;
- (6) programs for at-risk Indian children and youth, including such children and youth in correctional facilities in the area served by the local educational agency that are operated by the Secretary of the Interior or Indian tribes; and
- (7) pay for success initiatives.

#### **Title I, Part D Subpart 2: Allowable and Unallowable Expenditures**

Below is a sample list of allowable and unallowable expenditures under Subpart 2.

All expenditures must be aligned to the seven Uses of Funds listed above.

Allowable Expenditures	Unallowable Expenditures
<p><b>Teachers, assistants, and/or other staff providing supplemental instruction/services for the Title I, Part D Neglected and Delinquent program (N&amp;D) may include:</b></p> <ul style="list-style-type: none"> <li>• Teacher for supplemental instruction, such as academic intervention services (AIS) <ul style="list-style-type: none"> <li>◦ All N&amp;D-funded staff must be appropriately certified.</li> </ul> </li> <li>• Guidance counselor for <b>N&amp;D</b> students (Supplemental)</li> <li>• Social workers for <b>N&amp;D</b> students (Supplemental)</li> <li>• Career and technical educational instruction (Vocational)</li> <li>• Tutors</li> <li>• Transition coordinator and transition staff</li> <li>• Substitutes for allowable positions</li> <li>• Teaching assistant under the supervision of a teacher</li> <li>• Teacher aides (providing non-instructional duties)</li> <li>• Staff providing after-school and summer programming.</li> <li>• Data management staff (<b>N&amp;D</b> focused)</li> <li>• Secretary and/or clerical position (<b>N&amp;D-focused</b> duties only)</li> <li>• Staff supporting Career and Technical Education and/or Vocational Training</li> <li>• Reasonable benefits costs (per usual district policies) proportionately linked with FTEs/salaries identified in Codes 15 and 16 (For <b>N&amp;D</b>-funded staff ONLY)</li> </ul>	<p><b>Staff not providing supplemental instruction or transitional services. Expenditures may not include:</b></p> <ul style="list-style-type: none"> <li>• Teachers providing core instruction</li> <li>• Base pay of principals</li> <li>• Special education-related services (OT, PT, Speech)</li> <li>• Secretary and/or clerical position (with agency/facility-focused duties)</li> <li>• Teaching assistants when they are <b>not</b> performing duties that are under the supervision of a teacher.</li> <li>• Correctional/security officers (with agency/facility-focused duties)</li> <li>• Benefits for any core or <b>NON-N&amp;D</b> position</li> </ul>
<p><b>Costs related to the provision of ongoing, sustained professional development (PD):</b></p> <ul style="list-style-type: none"> <li>• Professional development opportunities for individuals who work with <b>N&amp;D</b> students</li> <li>• Conference fees, travel and hotel costs, meal reimbursements, and mileage reimbursements that adhere to state and federal travel guidelines as detailed here: <a href="https://www.gsa.gov/travel/plan-book/per-diem-rates">https://www.gsa.gov/travel/plan-book/per-diem-rates</a></li> <li>• Stipends for <b>N&amp;D</b> program staff attending appropriate professional development</li> <li>• Educational Consultants</li> <li>• Materials, supplies, and equipment for use in <b>N&amp;D</b> program PD sessions that are reasonable and necessary to carry out PD</li> </ul>	<p><b>Professional Development:</b></p> <ul style="list-style-type: none"> <li>• Professional development not related to the <b>N&amp;D</b> program</li> <li>• Professional development for <b>NON-N&amp;D</b> staff or instructors</li> <li>• Single-day, stand-alone conferences</li> </ul>
<p><b>Supplies, materials, and equipment that supplement the N&amp;D program and align with the Uses of Funds above:</b></p> <ul style="list-style-type: none"> <li>• Materials, supplies, and equipment directly related to and used by students and approved <b>N&amp;D</b> staff <b>and</b> aligned with program goals (laptops, Smartboards, iPads, copiers, printers, etc.).</li> <li>• Computers for use by Title I students: <ul style="list-style-type: none"> <li>◦ All equipment must be inventoried and include the acquisition cost and date, item description, serial number, funding source, and item location</li> </ul> </li> <li>• Classroom libraries</li> <li>• Workbooks</li> <li>• Materials &amp; light refreshments for parent &amp; family engagement activities</li> </ul>	<p><b>Supplies, materials, and equipment:</b></p> <ul style="list-style-type: none"> <li>• Supplies and equipment for classes, activities, and staff not paid with <b>N&amp;D</b> funds, even if they work with <b>N&amp;D</b> students at that time</li> <li>• Equipment for administration or business staff</li> <li>• Security monitoring equipment/software</li> <li>• Textbooks</li> <li>• Core reading series</li> <li>• Permanent structural items</li> <li>• Construction</li> <li>• Standardized screening tests to determine student eligibility</li> </ul>

<ul style="list-style-type: none"> <li>• Minor classroom setting remodeling, which can include paint, carpeting, and/or dividers</li> <li>• Materials and supplies that support after-school and summer programming and supplemental credit recovery programs.</li> </ul>	
<p><b>Travel:</b></p> <ul style="list-style-type: none"> <li>• Transporting parents/families to meetings</li> <li>• Transportation for N&amp;D students to attend N&amp;D program activities</li> </ul>	<p><b>Travel:</b></p> <ul style="list-style-type: none"> <li>• Travel not related to the N&amp;D program</li> <li>• Travel for NON-N&amp;D staff or instructors not involved with the N&amp;D program</li> </ul>
<p><b>BOCES Services:</b></p> <ul style="list-style-type: none"> <li>• BOCES services for <b>N&amp;D</b> allowable activities, aligned with the seven <b>Uses of Funds</b> above.</li> </ul>	<p><b>BOCES Services:</b></p> <ul style="list-style-type: none"> <li>• BOCES services for core instruction</li> <li>• BOCES services for <b>NON-N&amp;D</b> related activities</li> </ul>
<p><b>Transition Services:</b></p> <ul style="list-style-type: none"> <li>• Transition coordinator/transition staff for intake and discharge activities</li> <li>• Transitional services needed to ensure a successful transition of a student into, through, and from the facility to further education or employment</li> <li>• Career counseling</li> </ul>	
<p><b>Other:</b></p> <p><b>Supplemental purchased services that supply these allowable expenditures and align with the Uses of Funds.</b></p> <ul style="list-style-type: none"> <li>• Providing tutoring or academic intervention services</li> <li>• Software Licenses, including credit recovery software</li> <li>• Diagnostic test for ongoing assessment</li> <li>• Credit-bearing after-school and summer programming</li> </ul> <p><b>Career and Technical Education (CTE) and Vocational Training:</b></p> <ul style="list-style-type: none"> <li>• Teachers, teaching assistants, aides</li> <li>• Vendors providing CTE or Vocational programming</li> <li>• Supplies, materials, and equipment required to run a CTE or vocational program</li> </ul> <p><b>Coordination of Health and Social Services</b></p> <p><b>Mentoring and Peer Mediation</b></p>	<p><b>Other:</b></p> <ul style="list-style-type: none"> <li>• Standardized screening tests to determine student eligibility</li> <li>• Fees, registration, and dues for non-allowable <b>N&amp;D</b> activities/expenses such as, but not limited to: <ul style="list-style-type: none"> <li>○ YMCA/ YWCA memberships,</li> <li>○ mobile phone contracts,</li> <li>○ cable service,</li> <li>○ internet provider service</li> </ul> </li> <li>• Costs not related to <b>N&amp;D</b> supplemental activities</li> </ul>

If you have questions or concerns regarding Title I, Part D: Subpart 2 uses of funds, allowable expenditures, and/or unallowable expenditures, please contact:

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