



*Guidance and
Instruction
Document*

May 2017

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Login

1. Click on the GPS Sign-In Button

The screenshot shows the 'Grants and Planning System Home' page. On the left, a navigation menu includes 'GPS Home', 'Search', 'WVDE Resources', 'Help for Current Page', 'Contact WVDE', and 'GPS Sign-In'. A yellow callout bubble with the text 'Click on GPS Sign-in Button' points to the 'GPS Sign-In' button. The main content area features an 'Announcements' section with a 'Welcome to GPS!' message and a list of email addresses, and a 'Reminders' section with a 'Test Reminder'.

2. Enter in your Webtop Credentials

WVDE Authentication Portal

Webtop Login

The application **Grants Management System** is asking you to log in with your Webtop/SSO username or email address.

User Name or Email:

Password:

[Forgot user name and/or password?](#)

Announcements and Reminders

1. Please review announcements and reminders for important updates each time you access the system.

The screenshot shows the 'Grants and Planning System Home' interface. On the left is a navigation menu with items like 'GPS Home', 'Search', 'Inbox', 'Planning', 'Funding', 'Grant Summary', 'LEA Document Library', 'Address Book', 'WVDE Resources', 'Help for Current Page', 'Contact WVDE', and 'GPS Sign Out'. The main content area is titled 'Berkeley County Schools (004) Public District' and includes a table for 'Associated Organizations' with columns for 'Organization Number' (004) and 'Organization Name' (Berkeley County Schools). Below this are two sections: 'Announcements' and 'Reminders'. The 'Announcements' section contains a 'Welcome to GPS!' message dated 4/1/2017 and a list of 'Training Users' including LEA Superintendent, LEA Fiscal Representative, LEA Plan Data Entry, User Access Admin, LEA Consolidated Update, and LEA Consolidated Director. The 'Reminders' section contains a 'Test Reminder' dated 4/1/2017 with a link to 'Nice content'. A yellow callout bubble with the text 'Announcements and Reminders' points to these two sections.

Session Time-Out

1. WVDE GPS has a 60-minute time-out. The timeout clock is beneath the main left-hand navigation menu. The clock will reset every time you move to a new page or if you perform a save on the page with *Go To: Current Page*

This screenshot is similar to the previous one but includes a 'Session Timeout' clock at the bottom of the left-hand navigation menu, showing '00:59:18'. A yellow callout bubble with the text 'Time-Out Clock' points to this clock. The rest of the page content, including the navigation menu, organization table, and announcements/reminders sections, is identical to the previous screenshot.

Navigation

1. The Navigation Menu on the left provides links to
 - a. Search – allows you to search Organizations and Grants
 - b. Inbox – Email message archive
 - c. Planning – Strategic Planning Section.
 - d. Funding – Consolidated Funding Application
 - e. Grant Summary – Allows you to look at previous and current year grant applications
 - f. LEA Document Library – Area to upload requested documentation
 - g. Address Book – Has a listing of the funding application and planning tool contacts
 - h. WVDE Resources –Guidance and reference documents to assist with completing plans and applications.
 - i. Help for Current Page - Contains helpful hints and instructions for the specific page selected. It also contains the link to a resource document that will have screenshots and step by step instructions to help further explain each page.

The screenshot shows the 'Grants and Planning System Home' page for Berkeley County Schools (004) Public District. The left sidebar contains a navigation menu with the following items: GPS Home, Search, Inbox, Planning, Funding, Grant Summary, LEA Document Library, Address Book, WVDE Resources, Help for Current Page, Contact WVDE, and GPS Sign Out. Below the menu, the user is identified as 'User, ConDirector' and a 'Training Site' session timeout of '00:59:18' is displayed. The main content area includes a table of 'Associated Organizations' with one entry for Berkeley County Schools (004). There are also sections for 'Announcements' (Welcome to GPS!) and 'Reminders' (Test Reminder).

Navigation Menu

2. WVDE Contact Page – Area to submit requests for technical assistance on specific sections of the planning tool and application. This section contains a form to complete that will allow you to specify your area of concern. It will also help WVDE track and respond to any issues system wide. Please use this option as your primary communication for WVDE GPS technical assistance.

West Virginia Department of EDUCATION

GPS Home
Administer
Search
Reports
Inbox
WVDE Resources
Help for Current Page
Contact WVDE
GPS Sign Out

Crawford, Robert
Training Site

Session Timeout
00:51:44

Contact WVDE

General Support Questions

If you have a program-related question or an issue with GPS and cannot resolve it by reviewing the information found on each page's "Help" link or by reviewing the [WVDE Resources](#), please contact WVDE by clicking on the "Support Request" link below.

[Support Request](#)

Technical Questions

1. If you are experiencing a technical issue within GPS, please review the browser requirements by clicking on the following link.
[View Workstation Requirements](#)
2. If you are experiencing a technical issue and are receiving an error message within GPS, please click on the "Support Request" link below and enter the following information in your support request.
 - a. The error message and number you are receiving.
 - b. Your operating system (e.g. Windows XP/7/8, Mac OS X, etc).
 - c. Your web browser type (e.g. IE/Safari/Firefox/Chrome) and version.
 - d. Steps to reproduce the problem.

[Support Request](#)

Click Support Request to pull up the WVDE GPS Technical Assistance Form

WVDE GPS Help Form

* = required field

Name *

Email *

County *

Type of question *

If your area of concern was not listed above, or if you have other information, please provide it here.

Please fill in the text as indicated below.

- Do not use the browser's forward and back buttons. It will create an error message. To correct, make a selection from the *Go To* Menu or the Main Navigation Menu.

The screenshot shows a web browser window with the URL `https://training.wvdegps.k12.wv.us/default.aspx?ccipSessionKey=636289002590817211`. The browser's back button is circled in red with a diagonal slash through it, indicating that it should not be used. The page content includes the WVDE logo, a navigation menu on the left with items like 'GPS Home', 'Administer', 'Search', 'Reports', 'Inbox', 'WVDE Resources', 'Help for Current Page', 'Contact WVDE', and 'GPS Sign Out'. The main content area is titled 'Grants and Planning System Home' and contains an 'Announcements' section with a 'Welcome to GPS!' message dated 4/1/2017, and a 'Reminders' section with a 'Test Reminder' dated 4/1/2017. A 'Training Users' list is also present, including roles like LEA Superintendent, LEA Fiscal Representative, LEA Plan Data Entry, User Access Admin, LEA Consolidated Update, and LEA Consolidated Director, each with an email address.

User Profile Update

1. Click on your name to pull up the User Profile.

The screenshot shows the 'Grants and Planning System Home' page. On the left, a navigation menu lists various options, with 'Crawford, Robert' highlighted. A yellow callout bubble points to this name with the text 'Click on your name'. The main content area features an 'Announcements' section with a 'Welcome to GPS!' message and a list of 'Training Users' including 'LEA Superintendent - XXX_Super@wv.k12.us'. A 'Reminders' section shows a 'Test Reminder (4/1/2017)' with a link to 'Nice content'. At the bottom left, a 'Training Site' session timeout is shown as '00:43:53'.

2. Once you are in the User Profile Screen please update the phone and fax numbers and press save.

The screenshot shows the 'User Profile' screen. The form contains the following fields: 'Email Address' (rcrawford@k12.wv.us), 'First Name' (Robert), 'Last Name' (Crawford), 'Phone Number' (with dashes), 'Phone Extension' (empty), and 'Fax Number' (with dashes). A yellow callout bubble points to the 'Phone Number' and 'Fax Number' fields with the text 'Enter in the phone and fax number and press save'. At the bottom right, there are 'Save' and 'Cancel' buttons. The left navigation menu shows 'Crawford, Robert' and a 'Training Site' session timeout of '00:57:55'.

Save and Go To

1. To get access to another page or section in the ESEA Consolidated Application and to save the progress you have made on your current page please select the Save and Go To button at the top or bottom of every page.

2. Options under Save and Go To:

- a. Current Page
- b. Next Page
- c. Previous Page
- d. Sections
- e. History Log
- f. Allocations
- g. Contacts
- h. Title I Part A
- i. Title I-D LEA
- j. Title II, Part A
- k. Title III EL Intent to Participate
- l. Title III EL
- m. State EL Funds
- n. Title V, Part B, RLIS
- o. Assurances
- p. Shared Related Documents
- q. Consolidated Checklist

The screenshot shows the top navigation bar with the West Valley Education logo. Below it is a table titled 'Contacts' for 'Berkeley County Schools (004) Public District - FY 2018 - Consolidated'. A dropdown menu is open under the 'Save And Go To' button, listing various options with right-pointing arrows. A 'Type' column is visible on the right side of the table.

Contacts		Type
Berkeley County Schools (004) Public District - FY 2018 - Consolidated		
Save And Go To	Current Page	
	Next Page	
	Previous Page	
	Sections	
Title I Part A Contact [select]	History Log	
Title I-D LEA Contact [select]	Allocations	
Title II Part A Contact [select]	Contacts	
Title III EL Contact [select]	Title I Part A	
	Title I-D LEA	
	Title II Part A	
	Title III EL Intent to Participate	
State EL Funds Contact	State EL Funds	
Title V Part B, RLIS Contact	Title V Part B, RLIS	
Homeless Children Contact	Assurances	
	Shared Related Documents	
	Consolidated Checklist	
Foster Care Contact [Select at least 1 contact(s)]		

Funding Applications

1. Select Funding from the Navigation Options then select Funding Applications. This page is where you will select the year and the application you want to access.
2. Click on the application name under the Entitlement Funding Application Heading.

West Virginia Department of EDUCATION

GF Home
 Search
 Inboxes
 Plans
 Funding
 Grant Summary
 LEA Document Library
 Address Book
 WVDE Resources
 Help for Current Page
 Contact WVDE
 GPS Sign Out

Funding Applications

Berkeley County Schools (004) Public District - FY 2018

2018 All Active Applications

Entitlement Funding Application	Revision	Status	Status Date
Consolidated	0	Draft Started	4/24/2017

Competitive Funding Application

There are no matching Competitive applications for this fiscal year.

User, ConDirector

Training Site
 Session Timeout
 00:57:28

Sections Page

1. The top of this page displays the County name and number along with the fiscal year. It shows the current application status and the next step in the application process.
 - a. **Note: You must change the application status to Draft Started in order to be able to use all functionality of the application.**
2. View Change Log – allows a user to view all changes that have occurred within the original application or revision.

3. In the Description Header you can choose to either have it display the section titles only or all pages.
4. The section titles are:
 - a. History Log – Displays the history of comments and status changes within GPS. Also contains the ability to post comments and send emails within GPS.
 - b. Allocations – Displays an overview of the allocations for each ESEA Consolidated grant.
 - c. Contacts – A listing of LEA contacts for each ESEA Consolidated Grant and related programs.
 - d. Title I, Part A – Title I, Part A Grant Application Pages

- e. Title I-D, LEA – Title I-D, LEA Grant Application Pages
- f. Title II Part A – Title II Part A Grant Application Pages
- g. Title III EL Intent to Participate – Area to indicate level of participation in Title III Program.
- h. Title III EL – Title III Grant Application Pages for participating counties
- i. State EL Funds – State EL Grant Application Pages
- j. Title V Part B, RLIS – Title V, Part B, RLIS Grant Application Pages
- k. Assurances – Area to indicate compliance with ESEA required assurances
- l. Shared Related Documents – Area for Required and Optional application documentation.
- m. Consolidated Checklist – Sectional review of the each ESEA application grant.

LEA Document Library	View Change Log		
Address Book	Description (View Sections Only View All Pages)		
WVDE Resources		Validation	Print Select Items
Help for Current Page	All	Messages	Print
Contact WVDE	+ History Log		Print
GPS Sign Out	+ Allocations		Print
User, ConDirector	+ Contacts		Print
Training Site	+ Title I Part A	Messages	Print
	+ Title I-D LEA	Messages	Print
	+ Title II Part A	Messages	Print
	+ Title III EL Intent to Participate		Print
	+ Title III EL	Messages	Print
	+ State EL Funds	Messages	Print
	+ Title V Part B, RLIS	Messages	Print
	+ Assurances		Print
	+ Shared Related Documents	Messages	Print
	+ Consolidated Checklist		Print
	All	Messages	Print
Session Timeout 00:46:55			


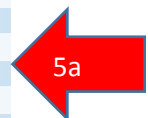
5. Validations – provides messages related to each section and page.

Note: Messages display errors and warnings that must be addressed in order to successfully submit the application.

- a. Section messages will display errors and warnings for the selected section or page.
- b. All Messages will display errors and warnings for all sections of the ESEA Consolidated Application

View Change Log

Description (View Sections Only View All Pages)	Validation
All	Messages
+ History Log	
+ Allocations	
+ Contacts	
+ Title I Part A	Messages
+ Title I-D LEA	Messages
+ Title II Part A	Messages
+ Title III EL Intent to Participate	
+ Title III EL	Messages
+ State EL Funds	Messages
+ Title V Part B, RLIS	Messages
+ Assurances	
+ Shared Related Documents	Messages
+ Consolidated Checklist	
All	Messages

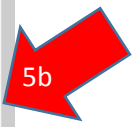
Validation Messages

Kanawha County Schools (039) Public District - FY 2018 - Consolidated - Rev 0

[Return To Sections Page](#)

Title I Part A

School Ranking	
Enrollment Less Preschool for Chandler Academy (039-599) has not been entered.	Error
Number of Low Income Students for Chandler Academy (039-599) has not been entered.	Error
Budget	
The total Indirect Cost budget amount of \$0.00 is less than the maximum Indirect Cost amount of \$224.83.	Warning
The Title I Part A budget of \$0.00 is less than the Adjusted Allocation amount of \$20,000.00.	Error



6. Print– Select print next to each section in order to print that specific page in a PDF Format.
7. Print Select Items - Selecting the Print Select Items checkbox allows you to select multiple sections and pages to print in a PDF Format.

[View Change Log](#)

Description (View Sections Only View All Pages)	Validation	Print
All	Messages	<input type="checkbox"/> Select Items Print
+ History Log		Print
+ Allocations		Print
+ Contacts		Print
+ Title I Part A	Messages	Print
+ Title I-D LEA	Messages	Print
+ Title II Part A	Messages	Print
+ Title III EL Intent to Participate		Print
+ Title III EL	Messages	Print
+ State EL Funds	Messages	Print
+ Title V Part B, RLIS	Messages	Print
+ Assurances		Print
+ Shared Related Documents	Messages	Print
+ Consolidated Checklist		Print
All	Messages	Print



History Log

1. History Log displays the history of comments and status changes within GPS.
2. Checked Attention Needed checkboxes indicate areas within the ESEA Consolidated Application that need to be addressed. These will show up at the top of the history log no matter the date they were entered.
3. S/C – Status changes are represented with the S and comments are represented by the C
4. Date – Displays the date that the status change or comment was entered.
5. User – Displays the user who made the status change or created the comment.

West Virginia Department of EDUCATION

GPS Home
 Search
 Inbox
 Planning
 Funding
 Grant Summary
 LEA Document Library
 Address Book
 WVE Resources
 Help for Current Page
 Contact WVE
 GPS Sign Out

History Log

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - History Log

Go To

View All Status/Comments

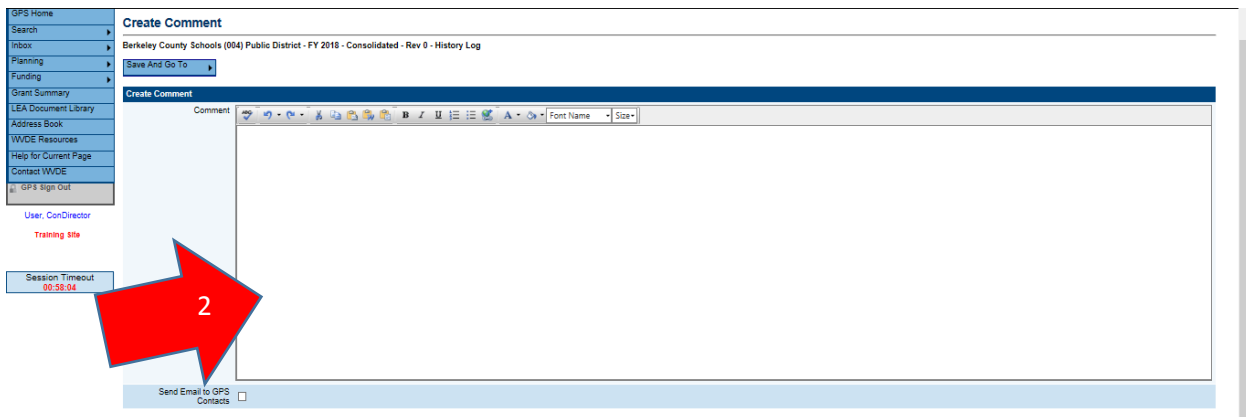
Attention Needed	Date	User	Status (S)/Comment (C)	S/C
<input type="checkbox"/>	4/25/2017 2:04:10 PM	ConUpdate User	Test comment 2	C
<input type="checkbox"/>	4/25/2017 2:03:53 PM	ConUpdate User	Test comment	C
	4/24/2017 1:49:12 PM	GMS Administrator	Status changed to 'Draft Started'.	S
	4/24/2017 1:08:07 PM	GMS Administrator	Status changed to 'Not Started'.	S

User: ConDirector

Training Site
 Session Timeout
 00:59:39

Create Comment

1. This is the screen where you can create comments that will be seen by all users that have access to the ESEA Consolidated Application.
2. Enter comments directly into the rich text box, or copy and paste from a Word document into the text box.



3. Checking the Send Email to GPS Contacts Checkbox opens the available contact group area.

Note: If you check this box you will be required to enter a comment in order to leave the page. Deselect the box if you wish to not leave a comment.

- a. The user is able to select and add contacts from multiple contact fields.
- b. Click the add button after selecting the appropriate contacts.
 - i. **Note: you can select multiple contacts in the same field by holding down the ctrl button.**
- c. The recipient summary displays all of the contacts you have successfully added to receive the comment.
- d. If you have incorrectly selected a contact you can remove them by clicking the trash can icon.

Send Email to GPS Contacts

Available Contact Groups

LEA Contacts By Funding Application Title I Part A Contact
Title I-D LEA Contact
Title II Part A Contact
Title III EL Contact
State EL Funds Contact

LEA Contacts By Role LEA Consolidated Director
LEA Consolidated Update
LEA Data View
LEA Fiscal Representative
LEA Plan Data Entry

Other LEA Contacts Planning Tool Contact

WVDE Contacts WVDE Grant Management Contact
Consultant

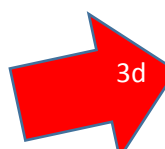
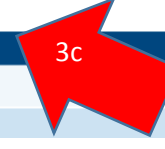
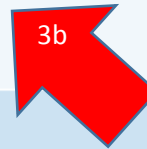
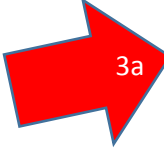
WVDE Miscellaneous Contacts ConDirector User
Robert Crawford

Additional Recipients

Recipient Summary

Contact Group(s) Selected

- Title I Part A Contact
- LEA Consolidated Update



Allocations

The Allocations page displays all allocations in the ESEA Consolidated Application. There are different functions this page allows, but for the most part it is a read only page.

1. Top Section Has all the Title Programs and Grants that are included in the ESEA Consolidated Application, along with the following information for the programs:
 - a. Original Allocation
 - b. Reallocated Allocation
 - c. Additional Allocation
 - d. Released Allocation
 - e. Consortium Allocation
 - f. Forfeited Allocation
 - g. Total Allocations

Allocations




Doddridge County Schools (018) Public District - FY 2018 - Consolidated - Rev 0 - Allocations

Go To	(1) Title I Part A CFDA: 84.010A	(2) Title I-D LEA	(3) Title II Part A CFDA: 84.367A	(4) Title III EL CFDA: 84.365	(5) State EL Funds	(6) Title V Part B, RLIS	Total
Original	\$20,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$70,000.00
Reallocated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Additional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Released	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consortium	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Forfeited	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$20,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$70,000.00

2. The Consortium County Column will have different views dependent on if you are the:
 - a. Lead County – This view shows
 - i. Allocation for the Lead County
 - ii. Amount from the Consortia member counties.
 - iii. Hovering over the amount from the Member counties it will pop up a box that shows the exact amounts from those counties.

	(1) Title I Part A CFDA: 84.010A	(2) Title I-D LEA	(3) Title II Part A CFDA: 84.367A	(4) Title III EL CFDA: 84.365
Original	\$1,742,416.24	\$0.00	\$226,189.63	\$10,951.72
Reallocated	\$0.00	\$0.00	\$0.00	\$0.00
Additional	\$0.00	\$0.00	\$0.00	\$0.00
Released	\$0.00	\$0.00	\$0.00	\$0.00
Consortium	\$0.00	\$0.00	\$0.00	\$7,109.01
Forfeited	\$0.00			\$0.00
Total	\$1,742,416.24			\$18,060.73



	(1) Title I Part A CFDA: 84.010A	(2) Title I-D LEA	(3) Title II Part A CFDA: 84.367A	(4) Title III EL CFDA: 84.365
		\$1,344.95 From Braxton County Schools (008)		
		\$4,995.52 From Fayette County Schools (020)		
		\$768.54 From Nicholas County Schools (062)		

- b. Member County – This view shows
- i. Allocation amount to the county
 - ii. Allocation amount that is sent to the Consortia Lead County

Save And Go To ▶


	(1) Title I Part A CFDA: 84.010A	(2) Title I-D LEA	(3) Title II Part A CFDA: 84.367A	(4) Title III EL CFDA: 84.365
Original	\$20,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Reallocated	\$0.00	\$0.00	\$0.00	\$0.00
Additional	\$0.00	\$0.00	\$0.00	\$0.00
Released	\$0.00	\$0.00	\$0.00	\$0.00
Consortium	\$0.00	\$0.00	\$0.00	(\$10,000.00)
Forfeited	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$20,000.00	\$10,000.00	\$10,000.00	\$0.00

- c. Stand-alone county – This view shows
- i. Allocation amount to the County

Go To ▶

	(1) Title I Part A CFDA: 84.010A	(2) Title I-D LEA	(3) Title II Part A CFDA: 84.367A	(4) Title III EL CFDA: 84.365
Original	\$20,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Reallocated	\$0.00	\$0.00	\$0.00	\$0.00
Additional	\$0.00	\$0.00	\$0.00	\$0.00
Released	\$0.00	\$0.00	\$0.00	\$0.00
Consortium	\$0.00	\$0.00	\$0.00	\$0.00
Forfeited	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$20,000.00	\$10,000.00	\$10,000.00	\$10,000.00



3. The bottom part of the page is available for any county to use in order to transfer any Title II Part A funds to Title I Part A.
4. The last row is a total row which will show the total allocations after any consortium funds are added or subtracted and any transfers that have occurred.

	(1) Title I Part A CFDA: 84.010A	(2) Title I-D LEA	(3) Title II Part A CFDA: 84.367A	(4) Title III EL CFDA: 84.365	(5) State EL Funds	(6) Title V Part B, RLIS	Total
From Title I Part A	0.00						0.00
From Title I-D LEA		0.00					0.00
From Title II Part A	0.00		0.00				0.00
From Title III EL				0.00			0.00
From State EL Funds					0.00		0.00
From Title V Part B, RLIS						0.00	0.00
Total	\$1,742,416.24	\$0.00	\$226,189.63	\$18,060.73	\$2,007.34	\$0.00	\$1,988,673.94




Contacts

1. This page contains a listing of LEA contacts for each ESEA Consolidated Grant and related programs.
2. A contact is required for each of the listed ESEA Consolidated Grants and related programs.
 - a. **Note: if all contacts are not selected it will result in an error which will prevent the application from being ready to submit.**

Contacts

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Contacts

Save And Go To 

Type	Required Contacts
Type	Contact(s)
Title I Part A Contact [Select at least 1 contact(s)]	<input type="text"/>
Title I-D LEA Contact [Select at least 1 contact(s)]	<input type="text"/>
Title II Part A Contact [Select at least 1 contact(s)]	<input type="text"/>
Title III EL Contact [Select at least 1 contact(s)]	<input type="text"/>
State EL Funds Contact [Select at least 1 contact(s)]	<input type="text"/>
Title V Part B, RLIS Contact [Select at least 1 contact(s)]	<input type="text"/>
Homeless Children Contact [Select at least 1 contact(s)]	<input type="text"/>
Foster Care Contact [Select at least 1 contact(s)]	<input type="text"/>

3. The drop down will display the available users for your County.
 - a. **Note: If any of the contact names are not showing up please contact WVDE utilizing the Contact WVDE Page**
[\(http://wvde.state.wv.us/forms/federal-programs/gps-help/\)](http://wvde.state.wv.us/forms/federal-programs/gps-help/).


Shared Related Documents

1. This page is utilized to collect required documents from the LEA for the application approval process.
2. Shared Related Documents has two required documents to be uploaded:
 - a. Carryover Request / Waiver Form
 - b. Equitable Services

Note: If any of these documents are not attached in it will result in an error which will prevent the application from being submitted.

Shared Related Documents

Doddridge County Schools (018) Public District - FY 2018 - Consolidated - Rev 0 - Shared Related Documents

Go To 

Required Documents		
Type	Document Template	Document/Link
Carryover Request / Waiver Form [Upload 1 document(s)]	N/A	
Equitable Services [Upload at least 1 document(s)]	N/A	

School Ranking

School ranking page will be the first page completed for the Title I Part A Application and will feed into the other Title I pages throughout the application. This page is utilized for determining the program service type and ranking order for each school.

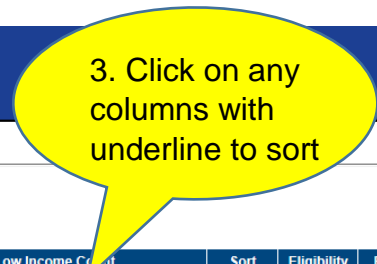
Note: If any of the data is not matching up please contact WVDE utilizing the Contact WVDE Page (<http://wvde.state.wv.us/forms/federal-programs/gps-help/>).

1. On this page you will see the following information
 - a. School Name
 - b. LEA ID – School Number
 - c. Grade Span
 - d. Service
 - e. Enrollment
 - f. Public Student Count
 - g. Adjusted Public Count
 - h. Percent Needy
 - i. Adjusted Percent Needy
 - j. Sort Order
 - k. Eligibility for Service
 - l. Eligible by Other Factors

School Ranking

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I - A

Save And Go To ▶



School Name	LEA ID - School Number	Grade Span	Service	PK-12 Public Enrollment	PK-12 Low Income Count				Sort Order (Asc)	Eligibility for Service	Eligible by Other Factors
					Public Count	Adjusted Public Count	Percent	Adjusted Percent			
A	B	C	D	E	F	G	H	I	J	K	L
Burke Street Elementary School	004-205	PK-03	Schoolwide	210	166	210	79.05 %	100.00 %	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Winchester Avenue Elementary School	004-214	PK-03	Targeted	182	115	182	63.19 %	100.00 %	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tuscarora Elementary School	004-212	PK-02	Not Served	337	180	288	53.41 %	85.46 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Berkeley Heights Elementary School	004-203	PK-03	Not Served	687	314	502.4	45.71 %	73.13 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Eagle School Intermediate	004-218	03-05	Not Served	745	323	516.8	43.36 %	69.37 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bedington Elementary School	004-202	PK-02	Not Served	150	61	97.6	40.67 %	65.07 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Opequon Elementary School	004-210	PK-02	Not Served	416	155	248	37.26 %	59.62 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>

2. Select the appropriate service level for each school using the Service (Column D). The options are Schoolwide, Targeted and Not Served. The default is listed as Not Served.
 - a. **Note: In order for a school to show up on the other Title I pages schoolwide or targeted must be selected.**
3. The page allows you to sort in the various columns. Any column that is underlined has the ability to sort.
4. The Sort Order (Column J) is where the rank order will be added.

a. Note: A continuous order for the ranking must be used.

School Ranking

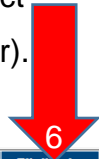
Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Save And Go To

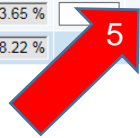
School Name	LEA ID - School Number	Grade Span	Service	PK-12 Public Enrollment	PK-12 Low Income Count				Sort Order (Asc)	Eligibility for Service	Eligible by Other Factors
					Public Count	Adjusted Public Count	Percent	Adjusted Percent			
A	B	C	D	E	F	G	H	I	J	K	L
Burke Street Elementary School	004-205	PK-03	Schoolwide	210	166	210	79.05 %	100.00 %	1	<input type="checkbox"/>	<input type="checkbox"/>
Winchester Avenue Elementary School	004-214	PK-03	Schoolwide	182	115	182	63.19 %	100.00 %	2	<input type="checkbox"/>	<input type="checkbox"/>
Tuscarora Elementary School	004-212	PK-02	Schoolwide	337	180	288	53.41 %	85.46 %	3	<input type="checkbox"/>	<input type="checkbox"/>
Berkeley Heights Elementary School	004-203	PK-03	Schoolwide	687	314	502.4	45.71 %	73.13 %	4	<input type="checkbox"/>	<input type="checkbox"/>
Eagle School Intermediate	004-218	03-05	Not Served	745	323	516.8	43.36 %	69.37 %		<input type="checkbox"/>	<input type="checkbox"/>
Bedington Elementary School	004-202	PK-02	Not Served	150	61	97.6	40.67 %	65.07 %		<input type="checkbox"/>	<input type="checkbox"/>
Opequon Elementary School	004-210	PK-02	Not Served	416	155	248	37.26 %	59.62 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Martinsburg North Middle School	004-302	06-08	Schoolwide	743	425	425	57.20 %	57.20 %	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Martinsburg South Middle School	004-303	06-08	Schoolwide	777	439	439	56.50 %	56.50 %	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Orchard View Intermediate School	004-219	04-05	Not Served	606	335	335	55.28 %	55.28 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Inwood Primary School	004-208	PK-03	Not Served	191	98	98	51.31 %	51.31 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mountain Ridge Intermediate	004-220	03-05	Not Served	591	295	295	49.92 %	49.92 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>

4. Continuous Order for the ranking must be used.

- 5. Eligibility for Service (Column K) – this column is a view only column. The schools that are eligible for Title I Services will be checked and those schools that are below 35% poverty will not be checked.
- 6. Eligible by Other Factors (Column L) – A county may check a school in this column in order to qualify by other factors (ex. High School 50% Rule for Strict Rank Ordering, or exemption for Schoolwide Programs under 40% via waiver).



School Name	LEA ID - School Number	Grade Span	Service	PK-12 Public Enrollment	PK-12 Low Income Count				Sort Order (Asc)	Eligibility for Service	Eligible by Other Factors
					Public Count	Adjusted Public Count	Percent	Adjusted Percent			
A	B	C	D	E	F	G	H	I	J	K	L
Mill Creek Intermediate School	004-217	03-05	Not Served	467	202	202	43.25 %	43.25 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Spring Mills Primary	004-221	PK-02	Not Served	487	209	209	42.92 %	42.92 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mountain Ridge Middle School.	004-306	06-08	Not Served	614	259	259	42.18 %	42.18 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Musselman Middle School	004-304	06-08	Not Served	641	266	266	41.50 %	41.50 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Valley Elementary School	004-201	PK-03	Not Served	134	55	55	41.04 %	41.04 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Spring Mills Middle School	004-305	06-08	Not Served	794	303	303	38.16 %	38.16 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hedgesville High School	004-501	09-12	Not Served	1261	457	457	36.24 %	36.24 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hedgesville Middle School	004-301	06-08	Not Served	651	234	234	35.94 %	35.94 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Spring Mills High School	004-504	09-12	Not Served	1335	474	474	35.51 %	35.51 %		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Musselman High School	004-503	09-12	Not Served	1566	527	527	33.65 %	33.65 %		<input type="checkbox"/>	<input type="checkbox"/>
Totals:				18615	8246	8976.8	44.30 %	48.22 %		<input type="checkbox"/>	<input type="checkbox"/>



School Eligibility

The School Eligibility Page documents the method of allocation of funds and the qualification of attendance areas in schools.

1. Select the Method of Allocation of Funds options include:
 - a. Districtwide Rank
 - b. Grade Span Rank
 - c. Exception: District enrollment under 1,000 or single school per grade span
 - i. **Note: if an option is not selected it will present an Error and will not allow the application to be submitted.**

West Virginia Department of
EDUCATION

School Eligibility

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Save And Go To ▶

Please answer the following questions regarding the data and process used to determine school(s) eligibility for Title I funds.

* 1. What source of data was used to determine the Title I eligibility status of the LEA's schools? [Section 1112(b)(1)(G)] Note: The LEA must use the same data set for all schools.

* Method of Allocation of Funds

Districtwide Rank

Grade Span Rank

Exception: District enrollment under 1,000 or single school per grade span

Method of Qualification of Attendance Areas in Schools

35% Rule

High Schools Greater Than 50% Rule

2. Select the Method of Qualification of Attendance Areas in Schools (this area only requires a response if exceptions are being applied) options include:
 - a. 35% Rule
 - b. High Schools Greater than 50% Rule

3. Fill in the narrative boxes (#1 and #2) if the LEA is electing not to serve or is “skipping” any eligible schools.

Is the LEA electing not to serve or 'skipping' any other eligible schools that have a higher percentage of children from low-income families than the schools that are being served?

If yes, please provide a brief explanation as to:

1) Why the school was skipped and how the school meets the comparability requirements; and

Text input area for question 1.

0 of 8000 characters

2) How the skipped school is receiving supplemental funds from other state and local sources that either meets or exceeds the amount that would have been provided with Title I, Part A funds AND is being spent in accordance with the Targeted Assistance or Schoolwide program requirements. [Section 1113(b)(D)]

Text input area for question 2.

0 of 8000 characters

4. Fill in the narrative box if the LEA is electing to not serve a school with a low-income percentage greater than 75%.

If the LEA is electing to not serve a school with a low-income percentage greater than 75%, an explanation must be provided below.

Text input area for question 4.

▶

Private Schools

1. Fill out non-participating private school section
 - a. If the county has no private schools you must check Not Applicable
 - b. Select non-participating schools from drop-down menu and select status as either Non-Participating or Non-Responsive. Add-A-Row function may be used to add additional lines as needed.
2. Fill out participating private school section
 - a. Select participating schools from drop-down menu
 - b. Fill out # of low-income children from Title I attendance areas.
3. Once you have completed steps 1&2 this page should automatically calculate the equitable share for the private schools based upon information input on this tab as well as the school ranking page. This amount will not be correct until all private school counts and info have been completed.
4. Each participating private school line should show that school's total allocation.
 - a. Parent and family engagement and indirect cost have also been calculated as a guide for how much should be budgeted for each school. These amounts are already included in the total allocation amount.

1

Not Applicable

Non-Participating Schools

School	Status
Rocky Knoll Elementary School - 004-803	Non-Participating
Add Row	

Participating Schools

School	# Low Income (from Title I Attendance Areas)	Allocation	Parent and Family Engagement	Indirect Cost	
Faith Christian Academy - 004-801	22	\$ 142,793.41	\$ 1,427.93	\$ 42.83	
Add Row					
Totals:		22	\$ 142,793.41	\$ 1,427.93	\$ 42.83

\$ 4,556,408.03 - Total Allocation \$ 6,490.61 - Average PPA for Public and Private 0.03 % - Indirect Cost Rate

Equitable Share Calculation

	Public School Share	Private School Share
# Low Income	680	22
Proportion of Low Income	96.87 %	3.13 %
Proportionate Share of Allocation	\$ 4,413,614.62	\$ 142,793.41

LEA Set-Asides

The LEA Set-Asides Page provides the LEA with an area to document and reserve funding for district level activities.

1. The Initial LEA Set Asides Box is a view only area which contains a breakdown of the following:
 - a. Private School Allocation (minus Private School Indirect Cost)
 - b. Private School Indirect Cost
 - c. Public School Indirect Cost
 - d. Total of funds for the initial LEA Set Asides

LEA Set Asides

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Save And Go To

Initial LEA Set Asides	
Set Aside Item	Amount
Private School Allocation (minus Private School Indirect Cost)	\$ 586.04
Private School Indirect Cost	\$ 13.48
Public School Indirect Cost	\$ 413.71
Total	\$ 1,013.23

2. In the Set Asides sections there is a description of this specific program set aside along with a budget field and a narrative box.
3. Required LEA Set Asides include:
 - a. Parent and Family Engagement
 - i. The system automatically calculates the Parent and Family Engagement Set Aside portions to be allocated to the district and the schools. This is a read only section.
 - b. Homeless
 - i. Select the Homeless Method that the district uses for the set aside.

c. Note: If the narrative boxes or budget fields are not filled out, and/or the Homeless Method is not checked it will result in an error which will prevent the application from being submitted.

4. The Required Set aside amounts listed in the budget fields will be totaled at the bottom of this section.


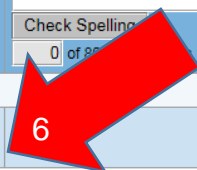
Set Aside Item	Amount	Narrative
Parent and Family Engagement (minimum of your Public Share allocation if your Title I allocation is at least \$500,000). 90% of funds must be distributed to schools. For LEAs receiving at least \$20,000.00 - your Title I, Part A allocation: \$ 188.01 - 1% of your Title I, Part A Public Share allocation \$ 169.21 - 90% of the above number (this amount must be distributed to your schools for parent and family engagement activities)	* \$ 94.00	* Check Spelling 0 of 8000 characters
* Homeless (which Homeless method is used for the set-aside?) <input type="radio"/> #1 - Identify homeless students' needs, and fund accordingly. <input type="radio"/> #2 - Obtain count of homeless students and multiply by Title I per pupil allocation. <input type="radio"/> #3 - Reserve an amount of funds greater than or equal to the amount of the LEA McKinney-Vento subgrant. <input type="radio"/> #4 - Reserve a specific percentage based on the district's poverty level or total Title I, Part A allocation.	* \$ 100.00	* Check Spelling 0 of 8000 characters
Total:	* \$ 194.00	

5. Optional Set Asides Include:

- a. Additional Parent and Family Engagement
- b. Administrative
- c. Neglected and Delinquent
- d. Other Instructional Programs
- e. Substitute Costs
- f. Variations in Personnel Costs
- g. Other (Please Describe)

- i. If you check the box for Other (Please Describe) you must enter in a short description of what it is.
 - h. Add a Row
 - i. For any other set asides you would need that you do not have an option for
6. The Optional Set aside amounts listed in the budget fields will be totaled at the bottom of this section.

Substitute Costs	\$ <input type="text"/>	<input type="text"/> <input type="button" value="Check Spelling"/> 0 of 8000 characters
Variations in Personnel Costs	\$ <input type="text"/>	<input type="text"/> <input type="button" value="Check Spelling"/> 0 of 8000 characters
<input type="checkbox"/> <input type="button" value="Add Row"/> Other (Please Describe)	\$ <input type="text"/>	<input type="text"/> <input type="button" value="Check Spelling"/> 0 of 8000 characters
Total:		\$ <input type="text" value="13.00"/>

7. The School Allocation Calculation box is a view only box that shows:

- a. Total Allocation
- b. Minus Initial Set Asides
- c. Minus Required Set Asides
- d. Minus Optional Set Asides
- e. Total Available for School Allocations

School Allocation Calculation	
Total Allocation	\$ 20,000.00
Minus Initial Set Asides	\$ 1,013.23
Minus Required Set Asides	\$ 194.00
Minus Optional Set Asides	\$ 13.00
Total Available for School Allocations	\$ 18,779.77

PPA List

The PPA List is utilized for the purpose of determining the Per Pupil Allocation to those schools you selected as schoolwide or targeted on the School Ranking Page.

Note: If any of the data is not matching up please contact WVDE utilizing the Contact WVDE Page (<http://wvde.state.wv.us/forms/federal-programs/gps-help/>).

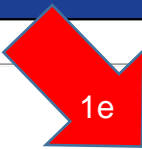
1. This page contains:
 - a. School Name (Column A)
 - i. View only information pulled from the School Ranking Page
 - b. Adjusted Percent (Column B)
 - i. View only information pulled from the School Ranking Page
 - c. Adjusted Public Count (Column C)
 - i. View only information pulled from the School Ranking Page
 - d. Rank (Column D)
 - i. View only information pulled from the School Ranking Page
 - e. PPA (Column E)
 - i. Enter in the PPA for the Schools
 - f. Allocation (Column F)
 - i. View only box that calculates the Adjusted Public Count by the PPA that has been entered



PPA List

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Save And Go To



Total Available for School Allocations: \$18,779.77
Average Per Pupil Amount (PPA): \$47.91

School A	Low Income		School Allocations			
	Adjusted Percent B	Adjusted Public Count C	Rank D	PPA E	Allocation F C x E	
Burke Street Elementary School	100.00 %	210	1	22.92	\$4,813.20	
Winchester Avenue Elementary School	100.00 %	182	2	22.91	\$4,169.62	
Total Adjusted Public Count:		392		Total Allocations:	\$8,982.82	
					Remaining:	\$9,796.95

- g. Total Available for School Allocations
 - i. View only pulling from the bottom of the School Ranking Sheet after all LEA set asides have been pulled out of the initial allocation
- h. Average Per Pupil Amount (PPA)
 - i. View only that pulls the Total Available for School Allocation and divides it by the Adjusted Enrollment Numbers from the schools on the PPA list.
- i. Total Allocation
 - i. Adds the Allocations for the schools that have been given a PPA amount on the PPA list
- j. Remaining
 - i. Calculates the amount of funds left after the PPA amounts have been given to the schools and subtracts it from the Total Available for School Allocation.

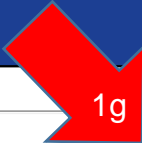


PPA List

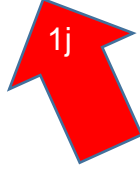
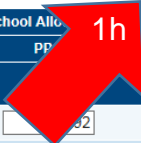
Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Save And Go To ▶

Total Available for School Allocations: **\$18,779.77**
Average Per Pupil Amount (PPA): **\$47.91**



School A	Low Income		Rank D	School Allo	Allocation F C x E
	Adjusted Percent B	Adjusted Public Count C		PPA	
Burke Street Elementary School	100.00 %	210	1	22.91	\$4,813.20
Winchester Avenue Elementary School	100.00 %	182	2	22.91	\$4,169.62
Total Adjusted Public Count:		392		Total Allocations:	\$8,982.82
				Remaining:	\$9,796.95




Budget

1. Indirect Cost Guide is a view only table that includes:
 - a. Total Allocation
 - i. Total Title I Part A LEA Allocation
 - b. Existing Budget in Categories not Eligible for Indirect Cost
 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
 - c. Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost
 - i. Calculates the Total Title I Part A LEA Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA / Schools
 - f. Max Indirect Cost
 - i. Max amount to be budgeted for indirect cost

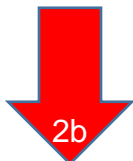
Budget

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To 

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget In Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10

2. Budget Sheet can be viewed in two different formats.
 - a. Budget by Function Code
 - i. The default view is budget by Function Code
 - b. Budget by Object Code
 - i. To change the view to Object Code click on the Budget by Objects link



Budget By Objects

	Function	Total
Modify	11111 - Instruction-K-12	\$0.00
Modify	11115 - Instruction K-12 academic coaches	\$0.00
Modify	11119 - Instruction-K-12 extended day/year	\$0.00
Modify	12110 - Support-Attendance and Social Work Services	\$0.00
Modify	12122 - Guidance Counseling	\$0.00
Modify	12140 - Psychology-General	\$0.00
Modify	12170 - Parent/Family Involvement	\$0.00
Modify	12211 - Supervision of Improvement of Instruction Services	\$0.00
Modify	12213 - Profession Personnel Staff Development	\$0.00
Modify	12574 - Services Personnel Staff Training	\$0.00
Modify	12621 - Maintenance of Buildings	\$0.00
Modify	12711 - Support Service Student Transportation	\$0.00
Modify	- Food Service Operations	\$0.00
Modify		\$0.00
	Total	\$0.00
	Adjusted Allocation	\$20,000.00
	Remaining	\$20,000.00



3. Enter in a line item by clicking the Modify button next to the Function or Object Code.
4. Under each Function Code or Object Code is a View Only table that calculates what is already budgeted for that particular Function/Object Code along with what is budgeted for other Function/Object Codes. It will also calculate the total and the remaining amount.
5. To add in a line item for a particular Function / Object code click the Add Item link. (You will continue from this point forward with any other line items for this particular Function/Object Code budgeted at other location Code)

11111 - Instruction-K-12

Add Item

	Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
Remove	11111 - Instruction-K-12			1	\$0.00	\$0.00
Narrative Description						
0 of 2000 characters						
Total for 11111 - Instruction-K-12						\$0.00
Total for all other Functions						\$0.00
Total for all Functions						\$0.00
Adjusted Allocation						\$20,000.00
Remaining						\$20,000.00

6. When in the Function Code view you will select the object code (if you are in the Object Code view you will then select the Function code from the Drop down box) from the drop down box that corresponds with the specific budget item.

7. After selecting the corresponding Object Code you will select the location code for this specific budget item from the Location Code drop down box.

a. Hovering over the location code will provide the name of the location site

8. Enter in the Quantity of the object that is being budgeted.

9. Enter in the unit cost for the line item in the Cost column

10. Line Item Total is a view only box that will multiply the unit cost by the quantity entered for the particular line item.

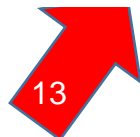
11. Provide a narrative description for how the LEA / Schools is going to utilize the budgeted funds.

12. Note: if any of these fields are left empty it will result in an error and will not allow the application to be submitted.

13. Press Save or Save and Return to save the information that has been entered for that line item.

	Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
Remove	11111 - Instruction-K-12	<input type="text"/>	<input type="text"/>	1	\$0.00	\$0.00
Narrative Description						
<input type="text"/>						
0 of 2000 characters						
Total for 11111 - Instruction-K-12						\$0.00
Total for all other Functions						\$0.00
Total for all Functions						\$0.00
Adjusted Allocation						\$1,742,416.24
Remaining						\$1,742,416.24

Save Save and Return



Budget Overview

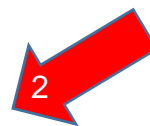
1. Budget Overview is a view only page that displays the totals for each budgeted line item.
2. Indirect Cost Guide is a view only table that includes:
 - a. Total Allocation
 - i. Total Allocation
 - b. Existing Budget in Categories not Eligible for Indirect Cost
 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
 - c. Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost
 - i. Calculates the Total Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA / Schools
 - f. Max Indirect Cost
 - i. Max amount to be budgeted for indirect cost

Budget Overview

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget in Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget in Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10



Filter by Location:

[Show Unbudgeted Categories](#)

Function	11111 - Instruction-K-12	Total
Object		
112 - Professional Personnel Supplemental	10.00	10.00
Total	10.00	10.00
	Adjusted Allocation	20,000.00
	Remaining	19,990.00

3. There are different formats in which you can view this page.

- a. Filter by Location
 - i. To filter by location select the drop down box and then select the location you would like to view

Budget Overview

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To

Indirect Cost Guide		Total Allocation	\$20,000.00
Total Available for	All	Cost	0.00
	Berkeley County Schools (004)	Cost	0.00
	Bedington Elementary School (004-202)	Cost	0.00
	Berkeley Heights Elementary School (004-203)	Cost	0.00
	Bunker Hill Elementary (004-204)	Rate	2.25%
	Burke Street Elementary School (004-205)	Cost	0.00
	Eagle School Intermediate (004-218)	Cost	\$19,559.90
	Eastern Panhandle Christian Academy (004-806)	Cost	\$440.10
	Faith Christian Academy (004-801)		
	Gerrardstown Elementary School (004-206)		
	Hedgesville Elementary School (004-207)		
	Hedgesville High School (004-501)		
	Hedgesville Middle School (004-301)		
	Inwood Primary School (004-208)		
	Marlowe Elementary School (004-209)		
	Martinsburg Christian Academy (004-802)		
	Martinsburg High School (004-502)		
	Martinsburg North Middle School (004-302)		
	Martinsburg South Middle School (004-303)		
	Mill Creek Intermediate School (004-217)		
	Morgan Academy (004-807)		
	Mountain Ridge Intermediate (004-220)		
	Mountain Ridge Middle School. (004-306)		
	Musselman High School (004-503)		
	Musselman Middle School (004-304)		
	Opequon Elementary School (004-210)		
	Orchard View Intermediate School (004-219)		
	Potomack Intermediate School (004-216)		
	Rocky Knoll Elementary School (004-803)		
	Rosemont Elementary School (004-211)		

Object	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental	10.00	10.00
Total	10.00	10.00
	Adjusted Allocation	20,000.00
	Remaining	19,990.00

- b. Show only Budgeted Categories
 - i. This is the default view when the Budget Overview Page is opened
- c. Show Unbudgeted Categories
 - i. To show unbudgeted categories click on the Show Unbudgeted Categories link (this view will show every function and object code)

Filter by Location:
[Show Unbudgeted Categories](#)

Object	Function	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental		10.00	10.00
Total		10.00	10.00
		Adjusted Allocation	20,000.00
		Remaining	19,990.00

Related Documents

1. This page is utilized to collect documents from the LEA for the application approval process. The documents needed for the Title I Part A LEA Grant are:
 - a. Methodology for Supplement Not Supplant

Go To ▶

Optional Documents		
Type	Document Template	Document/Link
Methodology for Supplement Not Supplant [Upload up to 1 document(s)]	N/A	

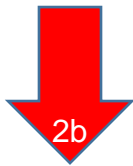
Budget

1. Indirect Cost Guide is a view only table that includes:
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 - i. Total Title I-D LEA Allocation
 - b. Existing Budget in Categories not Eligible for Indirect Cost
 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
 - c. Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost
 - i. Calculates the Total Title I-D LEA Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA / Schools
 - f. Max Indirect Cost
 - i. Max amount to be budgeted for indirect cost
2. Budget Sheet can be viewed in two different formats.
 - a. Budget by Function Code

Go To ▶

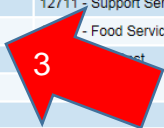
Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget In Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10

- i. The default view is budget by Function Code
- b. Budget by Object Code
 - i. To change the view to Object Code click on the Budget by Objects link



Budget By Objects

	Function	Total
Modify	11111 - Instruction-K-12	\$0.00
Modify	11115 - Instruction K-12 academic coaches	\$0.00
Modify	11119 - Instruction-K-12 extended day/year	\$0.00
Modify	12110 - Support-Attendance and Social Work Services	\$0.00
Modify	12122 - Guidance Counseling	\$0.00
Modify	12140 - Psychology-General	\$0.00
Modify	12170 - Parent/Family Involvement	\$0.00
Modify	12211 - Supervision of Improvement of Instruction Services	\$0.00
Modify	12213 - Profession Personnel Staff Development	\$0.00
Modify	12574 - Services Personnel Staff Training	\$0.00
Modify	12621 - Maintenance of Buildings	\$0.00
Modify	12711 - Support Service Student Transportation	\$0.00
Modify	- Food Service Operations	\$0.00
Modify	-	\$0.00
Total		\$0.00
Adjusted Allocation		\$20,000.00
Remaining		\$20,000.00



- 3. Enter in a line item by clicking the Modify button next to the Function or Object Code.

Indirect Cost Guide

Total Allocation

Existing Budget in Categories Not Eligible for Indirect Cost

Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost

Indirect Cost Rate

Max Available Budget in Categories Eligible for Indirect Cost

Max Indirect Cost

11111 - Instruction-K-12

[Add Item](#)

Total for 11111 - Instruction-K-12	<input style="width: 80%;" type="text" value="\$0.00"/>
Total for all other Functions	<input style="width: 80%;" type="text" value="\$0.00"/>
Total for all Functions	<input style="width: 80%;" type="text" value="\$0.00"/>
Adjusted Allocation	<input style="width: 80%;" type="text" value="\$20,000.00"/>
Remaining	<input style="width: 80%;" type="text" value="\$20,000.00"/>



- 4. Under each Function Code or Object Code is a View Only table that calculates what is already budgeted for that particular Function/Object Code along with

what is budgeted for other Function/Object Codes. It will also calculate the total and the remaining amount.

5. To add in a line item for a particular Function / Object code click the Add Item link. (You will continue from this point forward with any other line items for this particular Function/Object Code budgeted at other location Code)

The screenshot shows a software interface for adding budget items. At the top, a dropdown menu is set to '11111 - Instruction-K-12'. Below this is an 'Add Item' section with a table. The table has columns for Function, Object, Optional Location Code, Quantity, Cost, and Line Item Total. A row is added with '11111 - Instruction-K-12' in the Function column, an empty Object field, an empty Optional Location Code field, a Quantity of '1', a Cost of '\$0.00', and a Line Item Total of '\$0.00'. Below the table is a 'Narrative Description' text area with a character count of '0 of 2000 characters'. At the bottom, there are three summary rows: 'Total for 11111 - Instruction-K-12' with a total of '\$0.00', 'Total for all other Functions' with a total of '\$0.00', and 'Total for all Functions' with a total of '\$0.00'. Red arrows labeled 6, 7, 8, and 9 point to the Function dropdown, Object field, Optional Location Code field, and Quantity field respectively.

Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
11111 - Instruction-K-12			1	\$0.00	\$0.00
Narrative Description					
0 of 2000 characters					
Total for 11111 - Instruction-K-12					\$0.00
Total for all other Functions					\$0.00
Total for all Functions					\$0.00

6. When in the Function Code view you will select the object code (if you are in the Object Code view you will then select the Function code from the Drop down box) from the drop down box that corresponds with the specific budget item.
7. After selecting the corresponding Object Code you will select the location code for this specific budget item from the Location Code drop down box.
 - a. Hovering over the location code will provide the name of the location site
8. Enter in the Quantity of the object that is being budgeted.

9. Enter in the unit cost for the line item in the Cost column

10. Line Item Total is a view only box that will multiply the unit cost by the quantity entered for the particular line item.

11. Provide a narrative description for how the LEA is going to utilize the budgeted funds.

12. Note: if any of these fields are left empty it will result in an error and will not allow the application to be submitted.

13. Press Save or Save and Return to save the information that has been entered for that line item.

[Add Item](#)

	Object	Function	Optional Location Code	Quantity	Cost	Line Item Total
Remove	111 - Professional Personnel Regular	<input type="text"/>	<input type="text"/>	1	\$0.00	\$0.00
Narrative Description						
<input type="text"/>						
0 of 2000 characters						
Total for 111 - Professional Personnel Regular						\$0.00
Total for all other Objects						\$10.00
Total for all Objects						\$10.00
Adjusted Allocation						\$20,000.00
Remaining						\$18,990.00



Budget Overview

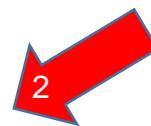
1. Budget Overview is a view only page that displays the totals for each budgeted line item.
2. Indirect Cost Guide is a view only table that includes:
 - a. Total Allocation
 - i. Total Title I-D LEA Allocation
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 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
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 - i. Calculates the Total Title I-D LEA Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA
 - f. Max Indirect Cost
 - i. Max amount to be budgeted for indirect cost

Budget Overview

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget in Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget in Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10



Filter by Location:

[Show Unbudgeted Categories](#)

Function	11111 - Instruction-K-12	Total
Object		
112 - Professional Personnel Supplemental	10.00	10.00
Total	10.00	10.00
	Adjusted Allocation	20,000.00
	Remaining	19,990.00

3. There are different formats in which you can view this page.

- a. Filter by Location
 - i. To filter by location select the drop down box and then select the location you would like to view

Budget Overview

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To

Indirect Cost Guide		Total Allocation	\$20,000.00
Total Available for	All	Cost	0.00
	Berkeley County Schools (004)	Cost	0.00
	Bedington Elementary School (004-202)	Cost	0.00
	Berkeley Heights Elementary School (004-203)	Rate	2.25%
	Bunker Hill Elementary (004-204)	Cost	19,559.90
	Burke Street Elementary School (004-205)	Cost	440.10
	Eagle School Intermediate (004-218)		
	Eastern Panhandle Christian Academy (004-806)		
	Faith Christian Academy (004-801)		
	Gerrardstown Elementary School (004-206)		
	Hedgesville Elementary School (004-207)		
	Hedgesville High School (004-501)		
	Hedgesville Middle School (004-301)		
	Inwood Primary School (004-208)		
	Marlowe Elementary School (004-209)		
	Martinsburg Christian Academy (004-802)		
	Martinsburg High School (004-502)		
	Martinsburg North Middle School (004-302)		
	Martinsburg South Middle School (004-303)		
	Mill Creek Intermediate School (004-217)		
	Morgan Academy (004-807)		
	Mountain Ridge Intermediate (004-220)		
	Mountain Ridge Middle School. (004-306)		
	Musselman High School (004-503)		
	Musselman Middle School (004-304)		
	Opequon Elementary School (004-210)		
	Orchard View Intermediate School (004-219)		
	Potomack Intermediate School (004-216)		
	Rocky Knoll Elementary School (004-803)		
	Rosemont Elementary School (004-211)		

Object	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental	10.00	10.00
Total	10.00	10.00
	Adjusted Allocation	20,000.00
	Remaining	19,990.00

- b. Show only Budgeted Categories
 - i. This is the default view when the Budget Overview Page is opened
- c. Show Unbudgeted Categories
 - i. To show unbudgeted categories click on the Show Unbudgeted Categories link (this view will show every function and object code)

Filter by Location:
[Show Unbudgeted Categories](#)

Object	Function	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental		10.00	10.00
Total		10.00	10.00
		Adjusted Allocation	20,000.00
		Remaining	19,990.00

Institution Contact Information

1. Institution Contact Information Page provides fill in boxes for:
 - a. Institution Name
 - b. Contact at the Institution
 - c. Phone Number
 - d. Email

Institution Contact Information

Barbour County Schools (002) Public District - FY 2018 - Consolidated - Rev 0 - Title I-D LEA

Go To ▶

List of Institutions Served by LEA and Contact Information

Institution	Contact	Phone Number	Email
*	*	*	*

Go To ▶

i. Note: If any of this information is missing it will result in an error which will prevent the application from being submitted.

2. If you have more than one Institution click the Add Row Link at the bottom to add in another row of information

Program Details

1. This page consists of 13 narrative boxes that include:
 - a. Descriptions of Institutions and Agreements with the LEA
 - b. Student Needs
 - c. Transition Services
 - d. Parent Engagement
 - e. Program Coordination / Transition Services
 - f. Accountability

Note: If any of these narrative boxes are not filled in it will result in an error which will prevent the application from being submitted.

Program Details

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I-D LEA

Save And Go To

Subpart 2: Local agency programs

Identify eligible institutions or community day programs for N or D children for which a State agency is responsible for providing free public education and is actually providing a regular program of instruction as defined in §200.90(b) of the Title I regulations. Institutions for neglected children and institutions for delinquent children are also defined in §200.90(b) of the Title I regulations. The average length of stay in an institution for neglected or delinquent children must be at least 30 days. A child must be in an eligible institution or community day program in order to be counted. ED allocates funds for this subpart to State educational agencies based on October case-load data on the number of children and youth living in local institutions for delinquent children and adult correctional institutions. The State educational agency has the option of awarding sub-grants to eligible local educational agencies by formula grant process.

Budget Guidance

Descriptions of Institutions and Agreements with the LEA

* 1. Provide a description of the educational program at each facility as designed to meet the licensure requirements including the number of children served, services provided, pre- and post-test methods, tutoring details and expectations.

Related Documents

1. This page is utilized to collect required documents from the LEA for the application approval process. The documents needed for the Title I-D LEA Grant are:
 - a. Regular Operational License
 - b. Contract Agreement (MOU)

Note: If any of these documents are not attached in it will result in an error which will prevent the application from being submitted.

Related Documents

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I-D LEA

Go To ▶


Required Documents		
Type	Document Template	Document/Link
Regular Operational License [Upload at least 1 document(s)]	N/A	Upload New
Contract Agreement (MOU) [Upload at least 1 document(s)]	N/A	Upload New

Budget

1. Indirect Cost Guide is a view only table that includes:
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 - b. Existing Budget in Categories not Eligible for Indirect Cost
 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
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 - i. Calculates the Total Title II Part A LEA Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA / Schools
 - f. Max Indirect Cost
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Budget

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To 

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget In Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10

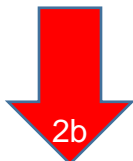
2. Budget Sheet can be viewed in two different formats.

a. Budget by Function Code

i. The default view is budget by Function Code

b. Budget by Object Code

i. To change the view to Object Code click on the Budget by Objects link



Budget By Objects

	Function	Total
Modify	11111 - Instruction-K-12	\$0.00
Modify	11115 - Instruction K-12 academic coaches	\$0.00
Modify	11119 - Instruction-K-12 extended day/year	\$0.00
Modify	12110 - Support-Attendance and Social Work Services	\$0.00
Modify	12122 - Guidance Counseling	\$0.00
Modify	12140 - Psychology-General	\$0.00
Modify	12170 - Parent/Family Involvement	\$0.00
Modify	12211 - Supervision of Improvement of Instruction Services	\$0.00
Modify	12213 - Profession Personnel Staff Development	\$0.00
Modify	12574 - Services Personnel Staff Training	\$0.00
Modify	12621 - Maintenance of Buildings	\$0.00
Modify	12711 - Support Service Student Transportation	\$0.00
Modify	- Food Service Operations	\$0.00
Modify		\$0.00
	Total	\$0.00
	Adjusted Allocation	\$20,000.00
	Remaining	\$20,000.00



3. Enter in a line item by clicking the Modify button next to the Function or Object Code.
4. Under each Function Code or Object Code is a View Only table that calculates what is already budgeted for that particular Function/Object Code along with what is budgeted for other Function/Object Codes. It will also calculate the total and the remaining amount.
5. To add in a line item for a particular Function / Object code click the Add Item link. (You will continue from this point forward with any other line items for this particular Function/Object Code budgeted at other location Code)

11111 - Instruction-K-12

Add Item

	Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
Remove	11111 - Instruction-K-12			1	\$0.00	\$0.00
Narrative Description						
0 of 2000 characters						
Total for 11111 - Instruction-K-12						\$0.00
Total for all other Functions						\$0.00
Total for all Functions						\$0.00
Adjusted Allocation						\$20,000.00
Remaining						\$20,000.00

6. When in the Function Code view you will select the object code (if you are in the Object Code view you will then select the Function code from the Drop down box) from the drop down box that corresponds with the specific budget item.

7. After selecting the corresponding Object Code you will select the location code for this specific budget item from the Location Code drop down box.

a. Hovering over the location code will provide the name of the location site

8. Enter in the Quantity of the object that is being budgeted.

9. Enter in the unit cost for the line item in the Cost column

10. Line Item Total is a view only box that will multiply the unit cost by the quantity entered for the particular line item.

11. Provide a narrative description for how the LEA / Schools is going to utilize the budgeted funds.

12. Note: if any of these fields are left empty it will result in an error and will not allow the application to be submitted.

13. Press Save or Save and Return to save the information that has been entered for that line item.

Add Item

	Object	Function	Optional Location Code	Quantity	Cost	Line Item Total
Remove	111 - Professional Personnel Regular			1	\$0.00	\$0.00
Narrative Description						
0 of 2000 characters						
Total for 111 - Professional Personnel Regular						\$0.00
Total for all other Objects						\$10.00
Total for all Objects						\$10.00
Adjusted Allocation						\$20,000.00
Remaining						\$18,990.00

Save Save and Return



Budget Overview

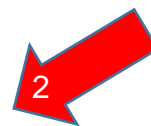
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Budget Overview

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget in Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget in Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10



Filter by Location:


[Show Unbudgeted Categories](#)

Function	11111 - Instruction-K-12	Total
Object		
112 - Professional Personnel Supplemental	10.00	10.00
Total	10.00	10.00
	Adjusted Allocation	20,000.00
	Remaining	19,990.00

3. There are different formats in which you can view this page.

- a. Show only Budgeted Categories
 - i. This is the default view when the Budget Overview Page is opened
- b. Show Unbudgeted Categories
 - i. To show unbudgeted categories click on the Show Unbudgeted Categories link (this view will show every function and object code)

Filter by Location:
[Show Unbudgeted Categories](#)



Object	Function	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental		10.00	10.00
Total		10.00	10.00
		Adjusted Allocation	20,000.00
		Remaining	19,990.00

Title II, Part A Program Details

The program details page provides an area for LEAs to document the proposed strategies and uses of Title II funds to improve the quality and effectiveness of educators in order to increase student achievement.

Note: To be eligible for Title II, Part A Funds, LEAs must conduct a comprehensive needs assessment related to improving educator effectiveness. This needs assessment is conducted in the GPS LEA Planning Tool.

1. On this page you will see the following information
 - a. Proposed Uses of Funds – ESSA-identified strategies allowable for Title II
 - b. Amount – Area to document Title II funds allotted for specified strategies
 - c. Description of Strategy – Area to describe the LEAs implementation of the strategy

The screenshot shows the 'Program Details' page for Barbour County Schools (002) Public District - FY 2018 - Consolidated - Rev 0 - Title II Part A. The page includes a navigation menu on the left and a main content area. Three red arrows labeled 1a, 1b, and 1c point to specific sections of the page:

- 1a** points to the 'Proposed Uses of Funds' column in the table below.
- 1b** points to the 'Amount' column in the table below.
- 1c** points to the 'Description of Strategy' column in the table below.

Proposed Uses of Funds	Amount	Description of Strategy
1. Developing and implementing initiatives to assist in recruiting, hiring, and retaining effective teachers including alternative certification pathways	* \$ <input type="text"/>	* <input type="text"/> Check Spelling 0 of 500 characters
2. Providing high-quality, personalized professional development that is evidence-based and linked to educator evaluation analysis	* \$ <input type="text"/>	* <input type="text"/> Check Spelling 0 of 500 characters
3. Developing feedback mechanisms to improve school working conditions.	* \$ <input type="text"/>	* <input type="text"/> Check Spelling 0 of 500 characters

2. Enter the amount of LEA Title II funds applied for each allowable Title II strategy.
 - a. **Note: A number amount must be provided for each strategy in order to successfully submit the ESEA application within the system. If a particular strategy is not relevant to a specific LEA, an amount of "0" should be recorded.**

3. Provide a description of how the LEA will utilize the Title II strategy within the county context as related to the funding amount. The selection of the strategy should be driven by the outcome of the LEA's needs assessment.
 - a. **Note: A text description must be provided for each strategy in order to successfully submit the ESEA application within the system. If a particular strategy is not relevant to a specific LEA, "N/A" should be recorded in the field.**

Proposed Uses of Funds	Amount	Description of Strategy
1. Developing and implementing initiatives to assist in recruiting, hiring, and retaining effective teachers including alternative certification pathways	* \$ 500.00	* The county will provide..... Check Spelling 29 of 500 characters
2. Providing high-quality, personalized professional development that is evidence-based and linked to educator evaluation analysis	* \$ 1,200.00	* The county will facilitate Check Spelling 31 of 500 characters
3. Developing feedback mechanisms to improve school working conditions	* \$ 0.00	* N/A Check Spelling

4. The Total column provides a total amount of the Title II funds across all of the strategies.

9. Conducting other activities that are evidence-based and linked to Title II.	* \$ 500.00	* The county will Check Spelling 15 of 500 characters
Total:		\$ 2,200.00

Save And Go To >

Related Documents

1. This page is utilized to collect required documents from the LEA for the application approval process.
2. Currently there are no Related Documents required for Title II, Part A

Related Documents

Doddridge County Schools (018) Public District - FY 2018 - Consolidated - Rev 0 - Title V Part B, RLIS

Go To

Required Documents

This page is currently not accepting Related Documents.

Title III EL Intent to Participate

The Intent to Participate page formalizes the process for the LEA to verify how the county will participate in the Title III program. This is the first section page to complete for the Title III and EL pages.

1. On this page you will see the following information
 - a. Title III EL Budget Options – Listing of the Title III participation options.
 - b. Fiscal Agent – The name of the Title III fiscal agent assigned to the county

Title III EL Intent to Participate

Barbour County Schools (002) Public District - Consolidated - Rev 0 - Title III EL Intent to Participate

Go To

*** Title III EL Budget Options**

LEA generates \$10,000 or more and will function as a Stand-Alone system. (LEA will enter a Title III budget in GPS.)

LEA will act as the Fiscal Agent for other LEAs (Consortium Lead). (Consortium Lead will enter a Title III budget in GPS.)

LEA will join a consortium to utilize Title III EL funds. (Please see selected Consortium Lead below. LEA will not complete a Title III budget)

LEA is releasing ALL generated Title III funds. (LEA must submit the Title III opt-out form prior to May 31. LEA will not complete a Title III budget)

LEA does not receive ANY Title III funds. (LEA will not complete a Title III budget.)

Fiscal Agent

Barbour County Schools

Go To

2. Select the Title III EL Budget Option by clicking on the appropriate radio button that corresponds with the LEA's level of participation.
 - a. LEA generates \$10,000 or more and will function as a Stand-Alone system. (LEA will enter a Title III budget in GPS.)
 - b. LEA will act as the Fiscal Agent for other LEAs (Consortium Lead). (Consortium Lead will enter a Title III budget in GPS.)
 - c. LEA will join a consortium to utilize Title III EL funds. (Please see selected Consortium Lead below. LEA will not complete a Title III budget)
 - d. LEA is releasing ALL generated Title III funds. (LEA must submit the Title III opt-out form prior to May 31. LEA will not complete a Title III budget)
 - e. LEA does not receive ANY Title III funds. (LEA will not complete a Title III budget.)

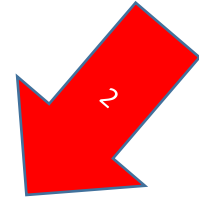
Note: Only LEAs selecting the first two options (a & b) will complete the Title III grant application in GPS. Counties participating in

consortia will consult with their assigned lead to provide input regarding the Title III application.

Save And Go To ▶

* Title III EL Budget Options

- LEA generates \$10,000 or more and will function as a Stand-Alone system. (LEA will enter a Title III budget in GPS.)
- LEA will act as the Fiscal Agent for other LEAs (Consortium Lead). (Consortium Lead will enter a Title III budget in GPS.)
- LEA will join a consortium to utilize Title III EL funds. (Please see selected Consortium Lead below. LEA will not complete a Title III budget)
- LEA is releasing ALL generated Title III funds. (LEA must submit the Title III opt-out form prior to May 31. LEA will not complete a Title III budget)
- LEA does not receive ANY Title III funds. (LEA will not complete a Title III budget.)



3. The Fiscal Agent is a view field that displays the name of the LEA consortia lead for counties participating in a consortium. This field will display the name of the actual county for those operating a stand-alone program.

- LEA does not receive ANY Title III funds. (LEA will not complete a Title III budget.)

Fiscal Agent

Brooke County Schools

Save And Go To ▶

Related Documents

1. This page is utilized to collect required documents from the LEA for the application approval process.
2. The Documentation for Title III Intent to Participate is:
 - a. Consortia MOU – to be uploaded by the Consortia Lead
 - b. Title III Program Opt-Out Form – Must be completed by May 31st

Related Documents

Doddridge County Schools (018) Public District - FY 2018 - Consolidated - Rev 0 - Title III EL Intent to Participate

Go To


Type	Optional Documents	
	Document Template	Document/Link
Consortia MOU [Upload up to 1 document(s)]	N/A	
Title III Program Opt-Out Form [Upload up to 1 document(s)]	N/A	

Budget

1. Indirect Cost Guide is a view only table that includes:
 - a. Total Allocation
 - i. Total Title III EL LEA Allocation
 - b. Existing Budget in Categories not Eligible for Indirect Cost
 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
 - c. Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost
 - i. Calculates the Total Title III EL LEA Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA / Schools
 - f. Max Indirect Cost
 - i. Max amount to be budgeted for indirect cost

Budget

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To 

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget In Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10

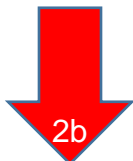
2. Budget Sheet can be viewed in two different formats.

a. Budget by Function Code

i. The default view is budget by Function Code

b. Budget by Object Code

i. To change the view to Object Code click on the Budget by Objects link



[Budget By Objects](#)

	Function	Total
Modify	11111 - Instruction-K-12	\$0.00
Modify	11115 - Instruction K-12 academic coaches	\$0.00
Modify	11119 - Instruction-K-12 extended day/year	\$0.00
Modify	12110 - Support-Attendance and Social Work Services	\$0.00
Modify	12122 - Guidance Counseling	\$0.00
Modify	12140 - Psychology-General	\$0.00
Modify	12170 - Parent/Family Involvement	\$0.00
Modify	12211 - Supervision of Improvement of Instruction Services	\$0.00
Modify	12213 - Profession Personnel Staff Development	\$0.00
Modify	12574 - Services Personnel Staff Training	\$0.00
Modify	12621 - Maintenance of Buildings	\$0.00
Modify	12711 - Support Service Student Transportation	\$0.00
Modify	- Food Service Operations	\$0.00
Modify		\$0.00
	Total	\$0.00
	Adjusted Allocation	\$20,000.00
	Remaining	\$20,000.00



3. Enter in a line item by clicking the Modify button next to the Function or Object Code.
4. Under each Function Code or Object Code is a View Only table that calculates what is already budgeted for that particular Function/Object Code along with what is budgeted for other Function/Object Codes. It will also calculate the total and the remaining amount.
5. To add in a line item for a particular Function / Object code click the Add Item link. (You will continue from this point forward with any other line items for this particular Function/Object Code budgeted at other location Code)

11111 - Instruction-K-12

Add Item

	Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
Remove	11111 - Instruction-K-12			1	\$0.00	\$0.00
Narrative Description						
0 of 2000 characters						
Total for 11111 - Instruction-K-12						\$0.00
Total for all other Functions						\$0.00
Total for all Functions						\$0.00
Adjusted Allocation						\$20,000.00
Remaining						\$20,000.00

[Save](#) [Save and Return](#)

6. When in the Function Code view you will select the object code (if you are in the Object Code view you will then select the Function code from the Drop down box) from the drop down box that corresponds with the specific budget item.

7. After selecting the corresponding Object Code you will select the location code for this specific budget item from the Location Code drop down box.

a. Hovering over the location code will provide the name of the location site

8. Enter in the Quantity of the object that is being budgeted.

9. Enter in the unit cost for the line item in the Cost column

10. Line Item Total is a view only box that will multiply the unit cost by the quantity entered for the particular line item.

11. Provide a narrative description for how the LEA / Schools is going to utilize the budgeted funds.

12. Note: if any of these fields are left empty it will result in an error and will not allow the application to be submitted.

13. Press Save or Save and Return to save the information that has been entered for that line item.

Add Item

	Object	Function	Optional Location Code	Quantity	Cost	Line Item Total
Remove	111 - Professional Personnel Regular			1	\$0.00	\$0.00
Narrative Description						
<div style="border: 1px solid gray; height: 40px;"></div>						
0 of 2000 characters						
Total for 111 - Professional Personnel Regular						\$0.00
Total for all other Objects						\$10.00
Total for all Objects						\$10.00
Adjusted Allocation						\$20,000.00
Remaining						\$18,990.00

Save Save and Return



Budget Overview

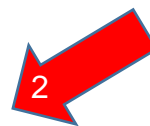
1. Budget Overview is a view only page that displays the totals for each budgeted line item.
2. Indirect Cost Guide is a view only table that includes:
 - a. Total Allocation
 - i. Total Title III EL LEA Allocation
 - b. Existing Budget in Categories not Eligible for Indirect Cost
 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
 - c. Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost
 - i. Calculates the Total Title III EL LEA Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA / Schools
 - f. Max Indirect Cost
 - i. Max amount to be budgeted for indirect cost

Budget Overview

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget in Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget in Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10



Filter by Location:
[Show Unbudgeted Categories](#)

Function	11111 - Instruction-K-12	Total
Object		
112 - Professional Personnel Supplemental	10.00	10.00
Total	10.00	10.00
	Adjusted Allocation	20,000.00
	Remaining	19,990.00

3. There are different formats in which you can view this page.

- a. Show only Budgeted Categories
 - i. This is the default view when the Budget Overview Page is opened
- b. Show Unbudgeted Categories
 - i. To show unbudgeted categories click on the Show Unbudgeted Categories link (this view will show every function and object code)

Filter by Location:
[Show Unbudgeted Categories](#)



Object	Function	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental		10.00	10.00
Total		10.00	10.00
		Adjusted Allocation	20,000.00
		Remaining	19,990.00

Title III, Program Details

The program details page provides an area for LEAs to document the proposed strategies and uses of Title III funds to improve the education of English learners by assisting the children to learn English and meet the challenging State academic standards.

Note: To be eligible for Title III, Part A Funds, LEAs should consult the comprehensive needs assessment documented in the GPS LEA Planning Tool. Only consortia leads and stand-alone leads will complete this page.

1. On this page you will see the following information
 - a. Administrative Activities – LEA administrative activities
 - b. Proposed Uses of Funds – ESSA-identified strategies allowable for Title III
 - c. Amount – Area to document Title III funds allotted for specified strategies
 - d. Description of Strategy – Area to describe the LEAs implementation of the strategy
 - e. EL Professional Development Activities –PD conducted in previous year using Title III funding
 - f. Number of Participants in Professional Development – Number of individuals who participated in PD conducted in previous year using Title III funding

The screenshot shows a portion of the 'Title III Program Details' form. Four red arrows point to specific sections:

- 1a**: Points to the 'Description of the administrative activities supported by Title III funds' section.
- 1b**: Points to the 'Proposed Uses of Funds' table.
- 1c**: Points to the 'Amount' column of the 'Proposed Uses of Funds' table.
- 1d**: Points to the 'Description of Strategy' column of the 'Proposed Uses of Funds' table.

Proposed Uses of Funds	Amount	Description of Strategy
Providing effective language instruction educational programs (LIEP) that meet the needs of English learners and demonstrate success in increasing English language proficiency and student academic achievement.	* \$ <input type="text"/>	*
Providing effective professional development to classroom teachers (including teachers in classroom settings that are not the settings of LIEPs), principals and other school leaders, administrators, and other school or community-based organizational personnel.	* \$ <input type="text"/>	*
Providing and implementing other effective activities and strategies that enhance or supplement LIEPs for English learners, which shall include parent, family, and community engagement activities; and may include strategies that serve to coordinate and align related programs.	* \$ <input type="text"/>	*
Total:	\$ <input type="text" value="0.00"/>	

1e

* Identify the types of EL (ESL/ELL) Professional Development activities that were offered during 2016 - 2017 School-Year - Check all that apply

- Instructional strategies for EL (ESL/ELL) students
- Understanding and implementation of assessment of EL students
- Understanding and implementation of ELP standards and academic content standards for EL students
- Alignment of the curriculum in language instruction educational programs to ELP standards
- Subject matter knowledge for teachers
- Other (please specify)

1f

Indicate the number of participants in EL Professional Development activities (2016 - 2017):

PD provided to content classroom teachers	*	<input type="text"/>
PD provided to EL (ESL/ELL) classroom teachers	*	<input type="text"/>
PD provided to principals	*	<input type="text"/>
PD provided to administrators (other than principals)	*	<input type="text"/>
PD provided to other school personnel (non-administrative)	*	<input type="text"/>
PD provided to community-based organization personnel	*	<input type="text"/>
TOTAL		0

2. Enter into the narrative box the administrative activities that will be conducted utilizing the Title III administrative funding portion of the grant.
3. Enter the amount of LEA Title III funds applied for each allowable Title III strategy.
 - a. **Note: A number amount must be provided for each strategy in order to successfully submit the ESEA application within the system. If a particular strategy is not relevant to a specific LEA, an amount of "0" should be recorded.**
4. Provide a description of how the LEA will utilize the Title III strategy within the county context as related to the funding amount. The selection of the strategy should be driven by the outcome of the LEA's needs assessment.
 - a. **Note: A text description must be provided for each strategy in order to successfully submit the ESEA application within the system. If a particular strategy is not relevant to a specific LEA, "N/A" should be recorded in the field.**

Title III, Part A funds are made available to LEAs to improve the education of English learners by assisting the children to learn English and meet the challenging State academic standards. In carrying out these activities with such funds, the eligible entity shall use effective approaches and methodologies for teaching English learners and immigrant children and youth.

* 1. Provide a description of the administrative activities supported with Title III-A funds. (Note that administrative funds are capped at 2%, not including any indirect charges)

2. Indicate the proposed uses of Title III funds and provide a description of allowable activities.

Proposed Uses of Funds	Amount	Description of Strategy
Providing effective language instruction educational programs (LIEPs) to meet the needs of English learners and demonstrate success in increasing English proficiency and student academic achievement.	* \$ <input type="text"/>	<input type="text"/>
Providing effective professional development to classroom teachers (including teachers in classroom settings that are not the settings of LIEPs), principals and other school leaders, administrators, and other school or community-based organizational personnel.	\$ <input type="text"/>	<input type="text"/>
Providing and implementing other effective activities and strategies that enhance or supplement LIEPs for English learners, which shall include parent, family, and community engagement activities; and may include strategies that serve to coordinate and align related programs.	* \$ <input type="text"/>	<input type="text"/>
Total:	\$ <input type="text"/> 0.00	

5. Click on the checkboxes that correspond with the types of professional development activities that were conducted during the previous year utilizing Title III funding.
6. Provide a count for each participant type who received professional development during the previous year.

a. Note: A number amount must be provided for each type in order to successfully submit the ESEA application within the system. If a particular type is not relevant to a specific LEA, an amount of "0" should be recorded.

5

Identify the types of EL (ESL/ELL) Professional Development activities that were offered during 2016 - 2017 School-Year - Check all that apply

- Instructional strategies for EL (ESL/ELL) students
- Understanding and implementation of assessment of EL students
- Understanding and implementation of ELP standards and academic content standards for EL students
- Alignment of the curriculum in language instruction educational programs to ELP standards
- Subject matter knowledge for teachers
- Other (please specify)

6

Indicate the number of participants in EL Professional Development activities (2016 - 2017):

PD provided to content classroom teachers	*	<input type="text"/>
PD provided to EL (ESL/ELL) classroom teachers	*	<input type="text"/>
PD provided to principals	*	<input type="text"/>
PD provided to administrators (other than principals)	*	<input type="text"/>
PD provided to other school personnel (non-administrative)	*	<input type="text"/>
PD provided to community-based organization personnel	*	<input type="text"/>
TOTAL		0

Related Documents

1. This page is utilized to collect required documents from the LEA for the application approval process.
2. Currently there are no Related Documents required for Title III EL

Related Documents

Doddridge County Schools (018) Public District - FY 2018 - Consolidated - Rev 0 - Title V Part B, RLIS

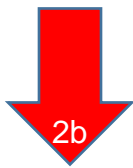
Go To 

Required Documents

This page is currently not accepting Related Documents.

Budget

1. Budget Sheet can be viewed in two different formats.
 - a. Budget by Function Code
 - i. The default view is budget by Function Code
 - b. Budget by Object Code
 - i. To change the view to Object Code click on the Budget by Objects link



Budget By Objects

	Function	Total
Modify	11111 - Instruction-K-12	\$0.00
Modify	11115 - Instruction K-12 academic coaches	\$0.00
Modify	11119 - Instruction-K-12 extended day/year	\$0.00
Modify	12110 - Support-Attendance and Social Work Services	\$0.00
Modify	12122 - Guidance Counseling	\$0.00
Modify	12140 - Psychology-General	\$0.00
Modify	12170 - Parent/Family Involvement	\$0.00
Modify	12211 - Supervision of Improvement of Instruction Services	\$0.00
Modify	12213 - Profession Personnel Staff Development	\$0.00
Modify	12574 - Services Personnel Staff Training	\$0.00
Modify	12621 - Maintenance of Buildings	\$0.00
Modify	12711 - Support Service Student Transportation	\$0.00
Modify	- Food Service Operations	\$0.00
Modify	-	\$0.00
	Total	\$0.00
	Adjusted Allocation	\$20,000.00
	Remaining	\$20,000.00



2. Enter in a line item by clicking the Modify button next to the Function or Object Code.
3. Under each Function Code or Object Code is a View Only table that calculates what is already budgeted for that particular Function/Object Code along with what is budgeted for other Function/Object Codes. It will also calculate the total and the remaining amount.
4. To add in a line item for a particular Function / Object code click the Add Item link. (You will continue from this point forward with any other line items for this particular Function/Object Code budgeted at other location Code)

11111 - Instruction-K-12

Add Item

	Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
Remove	11111 - Instruction-K-12			1	\$0.00	\$0.00
Narrative Description						
0 of 2000 characters						
Total for 11111 - Instruction-K-12						\$0.00
Total for all other Functions						\$0.00
Total for all Functions						\$0.00
Adjusted Allocation						\$20,000.00
Remaining						\$20,000.00

5. When in the Function Code view you will select the object code (if you are in the Object Code view you will then select the Function code from the Drop down box) from the drop down box that corresponds with the specific budget item.

6. After selecting the corresponding Object Code you will select the location code for this specific budget item from the Location Code drop down box.

a. Hovering over the location code will provide the name of the location site

7. Enter in the Quantity of the object that is being budgeted.

8. Enter in the unit cost for the line item in the Cost column

9. Line Item Total is a view only box that will multiply the unit cost by the quantity entered for the particular line item.

10. Provide a narrative description for how the LEA / Schools is going to utilize the budgeted funds.

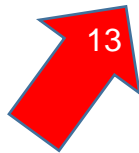
11. Note: if any of these fields are left empty it will result in an error and will not allow the application to be submitted.

12. Press Save or Save and Return to save the information that has been entered for that line item.

Add Item


	Object	Function	Optional Location Code	Quantity	Cost	Line Item Total
Remove	111 - Professional Personnel Regular			1	\$0.00	\$0.00
Narrative Description						
0 of 2000 characters						
Total for 111 - Professional Personnel Regular						\$0.00
Total for all other Objects						\$10.00
Total for all Objects						\$10.00
Adjusted Allocation						\$20,000.00
Remaining						\$18,990.00

Save Save and Return



Budget Overview


1. Budget Overview is a view only page that displays the totals for each budgeted line item.
2. There are different formats in which you can view this page.
 - a. Filter by Location
 - i. To filter by location select the drop down box and then select the location you would like to view

Filter by Location: 

[Show Unbudgeted Categories](#)

Object	Function	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental		10.00	10.00
Total		10.00	10.00
		Adjusted Allocation	20,000.00
		Remaining	19,990.00

- b. Show only Budgeted Categories
 - i. This is the default view when the Budget Overview Page is opened
- c. Show Unbudgeted Categories
 - i. To show unbudgeted categories click on the Show Unbudgeted Categories link (this view will show every function and object code)

Filter by Location: 

[Show Unbudgeted Categories](#)

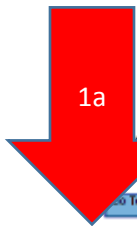
Object	Function	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental		10.00	10.00
Total		10.00	10.00
		Adjusted Allocation	20,000.00
		Remaining	19,990.00

State EL Program Details

The program details page provides an area for LEAs to document the current EL program within the county and to describe how supplemental EL funds will be targeted to support local services provided to English learners.

Note: All counties with English learners will complete this page regardless of consortia or stand-alone Title III status.

1. On this page you will see the following information
 - a. LIEP Services– LEA description of language instruction educational program (LIEP) for English learners
 - b. LIEP Program Type – Service model type of EL instruction
 - c. Positions – Number of positions supporting the LIEPs.



1a



1b

Program Details

County:

Go To:

Complete State Program page if you have English learners.

State ELI supplemental funds are made available to LEAs with English learners (ELs) to support students by assisting the children to learn English and meet the challenging State academic standards.

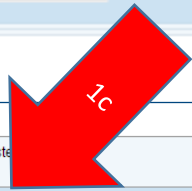
* 1. Describe the LEA language instruction educational program (LIEP) and services that are designed to help English learners make progress in learning English and attain English proficiency while meeting the State's academic content standards.

*** Language Instruction Educational Programs**

In the table below, place a check next to each type of language instruction educational programs implemented in your LEA as defined in Section 3301(i), as required by Sections 3121(a)(1), 3123(b)(1), and 3123(b)(2).

http://www.mde.edu/els/ELI/0717/5/Glossary_of_Terms.pdf

	Types of programs described in the local plan (as submitted to the State or as implemented) that is closed to the descriptions in the National Clearinghouse for English Language Acquisition Glossary of Terms (link to website above).	Name of the language of instruction, other than English, used in the programs.
<input type="checkbox"/>	Dual language	<input type="text"/>
<input type="checkbox"/>	Two way immersion	<input type="text"/>
<input type="checkbox"/>	Transitional bilingual programs	<input type="text"/>
<input type="checkbox"/>	Developmental bilingual	<input type="text"/>
<input type="checkbox"/>	Heritage language	<input type="text"/>
<input type="checkbox"/>	Sheltered English instruction	<input type="text"/>
<input type="checkbox"/>	Structured English Immersion	<input type="text"/>
<input type="checkbox"/>	Specialty designed academic instruction delivered in English (SDAIE)	<input type="text"/>
<input type="checkbox"/>	Content-based ESL	<input type="text"/>
<input type="checkbox"/>	Pull-out ESL	<input type="text"/>
<input type="checkbox"/>	Other (explain in comment box)	<input type="text"/>



1c

2. Identify the number of position designated to provide support services for the LEA's LIEP.

Position Type (Please list separately)	Number of students served by the position listed
* <input type="text" value="Select..."/>	* <input type="text"/>

2. Enter into the narrative box a description of the LEA's language instruction educational program (LIEP) and services that are provided to ensure that English learners are making progress in learning English and meeting the State's academic content standards.
3. Place a check on the appropriate box that describes the type of LIEP that the county is implementing. Use the embedded glossary link to assist with terminology if needed.
 - a. Provide the language of instruction if something other than English.

The screenshot shows a web form with the following sections:

- Section 2:** A text area for describing the LEA's language instruction educational program (LIEP) and services. A red arrow labeled '2' points to this area.
- Section 3:** A table titled "Language Instruction Educational Programs" with columns for "Type of program" and "Name of the language of instruction, other than English, used in the program." A red arrow labeled '3' points to the table. The table has the following rows:

Type of program described in the local plan (as submitted to the State or as implemented) that is closest to the descriptions in the National Clearinghouse for English Language Acquisition (Glossary of Terms (link to website above)).	Name of the language of instruction, other than English, used in the program.
<input checked="" type="checkbox"/> Dual language	Spanish
<input type="checkbox"/> Two-way immersion	
<input type="checkbox"/> Transitional bilingual programs	
<input type="checkbox"/> Developmental bilingual	
<input type="checkbox"/> Heritage language	
<input type="checkbox"/> Sheltered English instruction	
<input type="checkbox"/> Structured English immersion	
<input type="checkbox"/> Specialty designed academic instruction delivered in English (SDAIE)	
- Section 3a:** A dropdown menu for selecting the language of instruction. A red arrow labeled '3a' points to this dropdown.



4. Provide the position type and number of students served by the selected position listed for educators supporting the LIEP.
 - a. Use the dropdown to select the appropriate position type
 - i. Non-Applicable
 - ii. ESL-Endorsed Teacher
 - iii. Instructional Coach
 - iv. Non ESL-Endorsed Teacher
 - b. Add a row for the appropriate number and types of supporting positions.
 - c. Enter the number of student served by each position.

4a

4c

4b

2. Identify the number of personnel designated to provide support services for the LEA's LIEP.

Position Type (Please list separately)	Number of students served by
 * ESL-Endorsed Teacher	* <input type="text" value="22"/>
 * ESL-Endorsed Teacher	* <input type="text" value="15"/>
Add Row	

Related Documents

1. This page is utilized to collect required documents from the LEA for the application approval process.
2. Currently there are no Related Documents required for State EL

Related Documents

Doddridge County Schools (018) Public District - FY 2018 - Consolidated - Rev 0 - Title V Part B, RLIS

Go To

Required Documents

This page is currently not accepting Related Documents.

Budget

1. Indirect Cost Guide is a view only table that includes:
 - a. Total Allocation
 - i. Total Title V Part B, RLIS LEA Allocation
 - b. Existing Budget in Categories not Eligible for Indirect Cost
 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
 - c. Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost
 - i. Calculates the Total Title V Part B, RLIS LEA Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA / Schools
 - f. Max Indirect Cost
 - i. Max amount to be budgeted for indirect cost

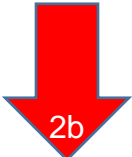
Budget

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To ▶

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget In Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10

2. Budget Sheet can be viewed in two different formats.
 - a. Budget by Function Code
 - i. The default view is budget by Function Code
 - b. Budget by Object Code
 - i. To change the view to Object Code click on the Budget by Objects link



Budget By Objects

	Function	Total
Modify	11111 - Instruction-K-12	\$0.00
Modify	11115 - Instruction K-12 academic coaches	\$0.00
Modify	11119 - Instruction-K-12 extended day/year	\$0.00
Modify	12110 - Support-Attendance and Social Work Services	\$0.00
Modify	12122 - Guidance Counseling	\$0.00
Modify	12140 - Psychology-General	\$0.00
Modify	12170 - Parent/Family Involvement	\$0.00
Modify	12211 - Supervision of Improvement of Instruction Services	\$0.00
Modify	12213 - Profession Personnel Staff Development	\$0.00
Modify	12574 - Services Personnel Staff Training	\$0.00
Modify	12621 - Maintenance of Buildings	\$0.00
Modify	12711 - Support Service Student Transportation	\$0.00
Modify	- Food Service Operations	\$0.00
Modify	- Food Service	\$0.00
	Total	\$0.00
	Adjusted Allocation	\$20,000.00
	Remaining	\$20,000.00



- 3. Enter in a line item by clicking the Modify button next to the Function or Object Code.
- 4. Under each Function Code or Object Code is a View Only table that calculates what is already budgeted for that particular Function/Object Code along with what is budgeted for other Function/Object Codes. It will also calculate the total and the remaining amount.
- 5. To add in a line item for a particular Function / Object code click the Add Item link. (You will continue from this point forward with any other line items for this particular Function/Object Code budgeted at other location Code)

The screenshot shows a web-based budgeting interface. At the top, there is a dropdown menu containing '11111 - Instruction-K-12'. Below this is an 'Add Item' link. The main part of the interface is a table with columns: Function, Object, Optional Location Code, Quantity, Cost, and Line Item Total. The first row shows '11111 - Instruction-K-12' in the Function column, with empty dropdowns for Object and Optional Location Code, a quantity of '1', and a cost of '\$0.00'. Below the table is a 'Narrative Description' text area with a character count of '0 of 2000 characters'. At the bottom, there are summary rows for 'Total for 11111 - Instruction-K-12', 'Total for all other Functions', 'Total for all Functions', 'Adjusted Allocation', and 'Remaining', each with a corresponding value in the 'Line Item Total' column. At the very bottom, there are 'Save' and 'Save and Return' buttons. Red arrows labeled 6, 7, 8, and 9 point to the dropdown menus for Function, Object, and Optional Location Code respectively.

	Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
Remove	11111 - Instruction-K-12			1	\$0.00	\$0.00
Narrative Description						
<div style="border: 1px solid #ccc; height: 40px;"></div>						
0 of 2000 characters						
Total for 11111 - Instruction-K-12						\$0.00
Total for all other Functions						\$0.00
Total for all Functions						\$0.00
Adjusted Allocation						\$20,000.00
Remaining						\$20,000.00

- 6. When in the Function Code view you will select the object code (if you are in the Object Code view you will then select the Function code from the Drop down box) from the drop down box that corresponds with the specific budget item.

7. After selecting the corresponding Object Code you will select the location code for this specific budget item from the Location Code drop down box.

a. Hovering over the location code will provide the name of the location site

8. Enter in the Quantity of the object that is being budgeted.

9. Enter in the unit cost for the line item in the Cost column

10. Line Item Total is a view only box that will multiply the unit cost by the quantity entered for the particular line item.

11. Provide a narrative description for how the LEA / Schools is going to utilize the budgeted funds.

12. Note: if any of these fields are left empty it will result in an error and will not allow the application to be submitted.

13. Press Save or Save and Return to save the information that has been entered for that line item.

Add Item

	Object	Function	Optional Location Code	Quantity	Cost	Line Item Total
Remove	111 - Professional Personnel Regular			1	\$0.00	\$0.00
Narrative Description						
<div style="border: 1px solid gray; height: 40px;"></div>						
0 of 2000 characters						
Total for 111 - Professional Personnel Regular						\$0.00
Total for all other Objects						\$10.00
Total for all Objects						\$10.00
Adjusted Allocation						\$20,000.00
Remaining						\$18,990.00

Save Save and Return



Budget Overview

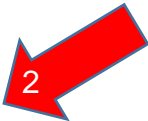
1. Budget Overview is a view only page that displays the totals for each budgeted line item.
2. Indirect Cost Guide is a view only table that includes:
 - a. Total Allocation
 - i. Total Title V Part B, RLIS LEA Allocation
 - b. Existing Budget in Categories not Eligible for Indirect Cost
 - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
 - c. Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost
 - i. Calculates the Total Title V Part B, RLIS LEA Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
 - d. Indirect Cost Rate
 - i. Approved indirect cost rate for LEA
 - e. Max Available Budget in Categories Eligible for Indirect Cost
 - i. Max amount that can be budgeted for the LEA / Schools
 - f. Max Indirect Cost
 - i. Max amount to be budgeted for indirect cost

Budget Overview

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget in Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget in Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10



Filter by Location:
[Show Unbudgeted Categories](#)

Function	11111 - Instruction-K-12	Total
Object		
112 - Professional Personnel Supplemental	10.00	10.00
Total	10.00	10.00
	Adjusted Allocation	20,000.00
	Remaining	19,990.00

3. There are different formats in which you can view this page.

- a. Show only Budgeted Categories
 - i. This is the default view when the Budget Overview Page is opened
- b. Show Unbudgeted Categories
 - i. To show unbudgeted categories click on the Show Unbudgeted Categories link (this view will show every function and object code)

Filter by Location:
[Show Unbudgeted Categories](#)



Object	Function	11111 - Instruction-K-12	Total
112 - Professional Personnel Supplemental		10.00	10.00
Total		10.00	10.00
		Adjusted Allocation	20,000.00
		Remaining	19,990.00

Title V, Part B, RLIS Program Details

The program details page provides an area for LEAs to document the proposed strategies and uses of Title V funds to increase student achievement.

Note: To be eligible for Title V, RLIS Funds, LEAs must conduct a comprehensive needs assessment as related to the other ESEA programs. This needs assessment is conducted in the GPS LEA Planning Tool.

1. On this page you will see the following information
 - a. Proposed Uses of Funds – ESSA-identified strategies allowable for Title V
 - b. Amount – Area to document Title V funds allotted for specified strategies
 - c. Description of Strategy – Area to describe the LEAs implementation of the strategy

Program Details

Barbour County Schools (002) Fiscal Year 2018 - Consolidated - Rev 0 - Title V, Part B, RLIS

Go To

Title V, Part B supplemental funds are available to LEAs to help rural LEAs increase student academic achievement.

1. Indicate the proposed uses of Title V funds and provide a description of the related strategies.

Proposed Uses of Funds	Amount	Description of Strategy
Activities authorized under ESEA, Title I, Part A (Improving Basic Programs operated by LEAs)	* \$ <input type="text"/>	<input type="text"/>
Parental engagement activities authorized under ESSA	* \$ <input type="text"/>	<input type="text"/>
Activities authorized under Title II, Part A (Improving Teacher Quality State Grants)	* \$ <input type="text"/>	<input type="text"/>
Activities authorized under ESEA Title III (Language Instruction for English Learners and Immigrant Students)	* \$ <input type="text"/>	<input type="text"/>

150%

2. Enter the amount of LEA Title V funds applied for each allowable Title V strategy.
 - a. **Note: A number amount must be provided for each strategy in order to successfully submit the ESEA application within the system. If a particular strategy is not relevant to a specific LEA, an amount of "0" should be recorded.**

3. Provide a description of how the LEA will utilize the Title V strategy within the county context as related to the funding amount. The selection of the strategy should be driven by the outcome of the LEA's needs assessment.
 - a. **Note: A text description must be provided for each strategy in order to successfully submit the ESEA application within the system. If a particular strategy is not relevant to a specific LEA, "N/A" should be recorded in the field.**

Supplemental funds are made available to LEAs to help rural LEAs increase student academic achievement. Proposed uses of Title V funds and provide a description of the related strategies.

Proposed Uses of Funds	Amount	Description of Strategy
... provided under ESEA, Title I, Part A (Improving the ... provided by	* \$ 500.00	* The county will ... <input type="button" value="Check Spelling"/> 20 of 500 characters
... management activities authorized under ESSA.	* \$ 0.00	* N/A <input type="button" value="Check Spelling"/>

4. The Total column provides a total amount of the Title V funds across all of the strategies.

9. Conducting other activities that are evidence-based ... purpose of Title II.	* \$ 500.00	* The county will ... <input type="button" value="Check Spelling"/> 3 of 500 characters
Total:	\$ 2,200.00	<input type="button" value="Check Spelling"/> 15 of 500 characters

Save And Go To >

Related Documents

1. This page is utilized to collect required documents from the LEA for the application approval process.
2. Currently there are no Related Documents required for Title V Part B, RLIS

Related Documents

Doddridge County Schools (018) Public District - FY 2018 - Consolidated - Rev 0 - Title V Part B, RLIS

Go To 

Required Documents

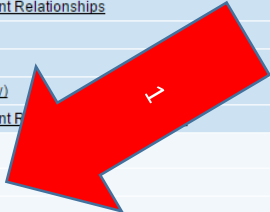
This page is currently not accepting Related Documents.

ESEA Plan Component Relationships & Funding Source

The ESEA Plan Component Relationships are embedded within the LEA and School Planning Tools. These components layer over the specified strategic plan and demonstrate the interconnectivity of strategies to the ESEA plan. In establishing component relationships, a county or school can also establish connectivity to funding applications via the process of creating a Funding Source at the Action Step level.

1. The School Plan contains two ESEA Plan Component Relationships
 - a. Title I Schoolwide
 - b. Title I TAS

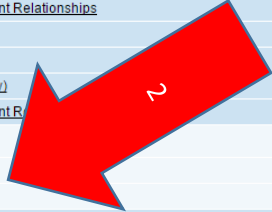
<input type="checkbox"/> School Strategic Plan Alternate Views		
Goals		
Goals and Strategies		
Goals, Strategies, and Action Steps		
Goals, Strategies, Action Steps, and Component Relationships		
Goals (Titles Only)		
Goals and Strategies (Titles Only)		
Goals, Strategies, and Action Steps (Titles Only)		
Goals, Strategies, Action Steps, and Component R		
<input type="checkbox"/> School Strategic Plan Components	Messages	Print
Title I Schoolwide	Messages	Print
Title I TAS	Messages	Print
<input type="checkbox"/> School Strategic Plan Related Documents		Print
School Strategic Plan Related Documents		Print
<input type="checkbox"/> School Strategic Plan Checklist		Print
School Strategic Plan Checklist		Print
All	Messages	Print



[Return](#)

2. The LEA Plan contains one ESEA Plan Component Relationship
 - a. LEA ESEA Consolidated Plan

LEA Strategic Plan Prioritized Goals, Performance Measures, Strategies and Action Steps		Messages	Print
<ul style="list-style-type: none"> [-] LEA Strategic Plan Alternate Views <ul style="list-style-type: none"> Goals Goals and Strategies Goals, Strategies, and Action Steps Goals, Strategies, Action Steps, and Component Relationships Goals (Titles Only) Goals and Strategies (Titles Only) Goals, Strategies, and Action Steps (Titles Only) Goals, Strategies, Action Steps, and Component R [-] LEA Strategic Plan Components <ul style="list-style-type: none"> LEA ESEA Consolidated Plan WVSIPP [-] LEA Strategic Plan Related Documents <ul style="list-style-type: none"> LEA Strategic Plan Related Documents [-] LEA Strategic Plan Checklist <ul style="list-style-type: none"> LEA Strategic Plan Checklist 			
		Messages	Print
		Messages	Print
		Messages	Print
			Print
			Print
		Messages	Print
All		Messages	Print



3. At the strategy level of both the LEA and school strategic plans, select Create Component Relationship
 - a. Select the appropriate Component from the dropdown box
 - b. Select the appropriate Component Item from the dropdown box
 - c. Click save

School Strategic Plan Prioritized Goals, Performance Measures, Strategies and Action Steps

Berkeley County Schools (004) Public District - FY 2018 - Burke Street Elementary School (004-205) Public School - School Strategic Plan - Rev 0

Go To

Create Goal

Plan Items [Expand All](#) [Collapse All](#)

[-] [Copy](#) [Print](#) **1 Math Goal**

Description: This is a description of the goal

[Create Performance Measure](#)

[-] [Copy](#) [Print](#) **1.1 Interim Assessment**

Description: Description of Measurement

[Create Strategy](#)

[-] [Copy](#) [Print](#) **1.1.1 Academic Parent and Family Engagement**

Description: this is the description

[Create Component Relationship](#)

[Create Action Step](#)

[-] [Copy](#) [Print](#) **1.1.1.1 Parent and Family Academic Showcase Night**

Description: this is description

Person Responsible: sample

Estimated Begin Date: None

Estimated Completion Date: None

[Add Progress Note](#)



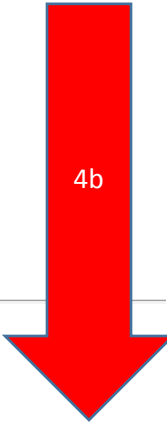
Create Strategy/Component Relationship

Berkeley County Schools (004) Public District - FY 2018 - Burke Street Elementary School (004-205) Public School - School Strategic Plan - Rev 0

Create Strategy/Component Relationship	
Goal Title:	Math Goal
Performance Measure Title:	Interim Assessment
Strategy Title:	Academic Parent and Family Engagement
Strategy Description:	this is the decription
Component:	Title I Schoolwide ▾
Item Name:	Parent and family engagement ▾
Component Item Description:	Address strategies that increase the parent and family engagement
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

4. Go to the Strategic Plan Component area from the Section Page. Select the appropriate plan component.
 - a. Click on the “+/-” area to expose an explanation box to provide optional additional information.
 - b. Component Met provides an area to “check off” that an ESEA Plan Component has been met.

4b



Title I Schoolwide

Berkeley County Schools (004) Public District - FY 2018 - Burke Street Elementary School (004-205) Public School - School Strategic Plan - Rev 0

Not Applicable

Required Items [Expand All] [Collapse All]	Component Met
1) <input type="checkbox"/> Opportunities for all children including subgroups	<input type="checkbox"/>
2) <input type="checkbox"/> Activities that strengthen a well-rounded educational program	<input type="checkbox"/>
3) <input type="checkbox"/> Increase the quality and amount of learning time	<input type="checkbox"/>
4) <input type="checkbox"/> Provide an enriched and accelerated curriculum	<input type="checkbox"/>
5) <input type="checkbox"/> Address the needs of at-risk learners	<input type="checkbox"/>
6) <input type="checkbox"/> Parent and family engagement Address strategies that increase the parent and family engagement	<input type="checkbox"/>

Explanation

5. To align funding to a specified strategy/action step, go to the Action Step area.
 - a. Click on Create Funding Source
 - b. Identify the funding source from the dropdown box
 - c. Indicate the amount of the grant funding to be allocated to the activity
 - d. Click save

1.1.1 Academic Parent and Family Engagement

Description:
this is the description

Create Component Relationship

Component	Delete	Item Name
Title I Schoolwide		Parent and family engagement

Create Action Step

1.1.1.1 Parent and Family Academic Showcase Night [Add Progress Note](#)

Description:
this is description

Person Responsible:
sample

Estimated Begin Date:
None

Estimated Completion Date:
None

Create Funding Source

Funding Application	Delete	Grant	Notes	Amount
Consolidated		Title I Part A		\$500.00

Create Funding Source

Berkeley County Schools (004) Public District - FY 2018 - Burke Street Elementary School (004-205) Public School - School Strategic Plan - Rev 0

Create Funding Source

Goal Title: Math Goal

Performance Measure Title: Interim Assessment

Strategy Title: Academic Parent and Family Engagement

Action Step Title: Parent and Family Academic Showcase Night

Action Step Description: this is description

Funding Application: Consolidated

Grant: Title I Part A

Amount: 0

Notes:

0 of 50 characters