Grants & Planning System

Guidance and Instruction Document

May 2017

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Login

1. Click on the GPS Sign-In Button

2. Enter in your Webtop Credentials

Announcements and Reminders

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

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*

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.

West Virginia Department of
EDUCATION

| GPS Home |
| Search ▶ |
| Inbox ▶ |
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| Grant Summary |
| LEA Document Library |
| Address Book |
| WVDE Resources |
| Help for Current Page |
| Contact WVDE |
| 🔒 GPS Sign Out |

User, ConDirector

Training Site
Session Timeout
00:59:18

Grants and Planning System Home

Berkeley County Schools (004) Public District

Associated Organizations

Organization Number	Organization Name
004	Berkeley County Schools

Announcements	Reminders
Welcome to GPS! (4/1/2017) Welcome to GPS, WVDE's new Grants and Planning System. Please check back regularly for additional updates. Training Users: LEA Superintendent - XXX_Super@wv.k12.us LEA Fiscal Representative - XXX_FiscalRep@wv.k12.us EA Plan Data Entry - XXX_LeaPlanDataEntry@wv.k12.us r Access Admin - XXX_UserAccessAdmin@wv.k12.us onsolidated Update - XXX_ConUpdate@wv.k12.us nsolidated Director - XXX_ConDirector@wv.k12.us	**Test Reminder** (4/1/2017) ▪ ___Nice content___

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.

🔍 125%

3. 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.

User Profile Update

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

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

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

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.

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.

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

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
		Select Items
All	Messages	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.

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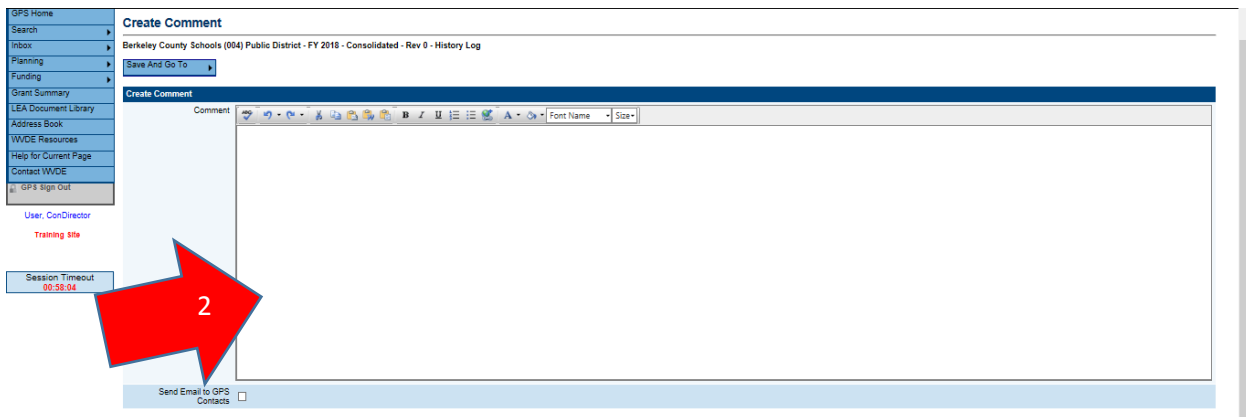
3. Checking the Send Email to GPS Contacts Checkbox opens the available contact group area.

   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	Consolidated ▾	Title I Part A Contact Title I-D LEA Contact Title II Part A Contact Title III EL Contact State EL Funds Contact	Add
LEA Contacts By Role	LEA Consolidated Director LEA Consolidated Update LEA Data View LEA Fiscal Representative LEA Plan Data Entry	Add
Other LEA Contacts	Planning Tool Contact	Add
WVDE Contacts	WVDE Grant Management Contact Consultant	Add
WVDE Miscellaneous Contacts	ConDirector User Robert Crawford	Add
Additional Recipients		Add
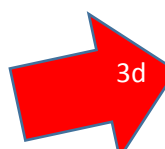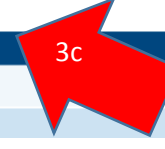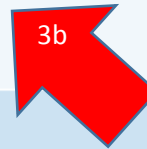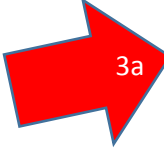
3a 3b 3c 3d

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	2ai
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	2aii
Forfeited	$0.00			$0.00	close
Total	$1,742,416.24	$1,344.95 From Braxton County Schools (008)		$18,060.73	

	(1) Title I	(2)	$4,995.52 From Fayette County Schools (020)	Title III EL FDA: 84.365
2aiii		$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	2bi
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	2bii
Total	$20,000.00	$10,000.00	$10,00	$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	2ci
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

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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 ▶

Required Contacts	
Type	**Contact(s)**
Title I Part A Contact [Select at least 1 contact(s)]	[▾]
Title I-D LEA Contact [Select at least 1 contact(s)]	[▾]
Title II Part A Contact [Select at least 1 contact(s)]	[▾]
Title III EL Contact [Select at least 1 contact(s)]	[▾]
State EL Funds Contact [Select at least 1 contact(s)]	[▾]
Title V Part B, RLIS Contact [Select at least 1 contact(s)]	[▾]
Homeless Children Contact [Select at least 1 contact(s)]	[▾]
Foster Care Contact [Select at least 1 contact(s)]	[▾]

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/).

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 - Tit... ...t A

Save And Go To ▶

3. Click on any columns with underline to sort

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	☑	☐
Winchester Avenue Elementary School	004-214	PK-03	Targeted	182	115	182	63.19 %	100.00 %	2	☑	☐
Tuscarora Elementary School	004-212	PK-02	Not Served	337	180	288	53.41 %	85.46 %		☑	☐
Berkeley Heights Elementary School	004-203	PK-03	Not Served	687	314	502.4	45.71 %	73.13 %		☑	☐
Eagle School Intermediate	004-218	03-05	Not Served	745	323	516.8	43.36 %	69.37 %		☑	☐
Bedington Elementary School	004-202	PK-02	Not Served	150	61	97.6	40.67 %	65.07 %		☑	☐
Opequon Elementary School	004-210	PK-02	Not Served	416	155	248	37.26 %	59.62 %		☑	☐

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.

School Ranking

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

Save And Go To ▶

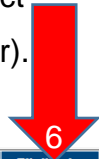| School Name	LEA ID - School Number	Grade Span	Service	PK-12 Public Enrollment	PK-12 Low Income Count				Sort Order (Asc)	Eligibility for Service	Eligible by Other Factors
					Public Count	Adjusted Public Count	Percent	Adjusted Percent			
A	B	C	D	E	F	G	H	I	J	K	
Burke Street Elementary School	004-205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

4. Continuous Order for the ranking must be used.

🔍 100%

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).

6

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 %		☑	☐
Spring Mills Primary	004-221	PK-02	Not Served	487	209	209	42.92 %	42.92 %		☑	☐
Mountain Ridge Middle School.	004-306	06-08	Not Served	614	259	259	42.18 %	42.18 %		☑	☐
Musselman Middle School	004-304	06-08	Not Served	641	266	266	41.50 %	41.50 %		☑	☐
Valley Elementary School	004-201	PK-03	Not Served	134	55	55	41.04 %	41.04 %		☑	☐
Spring Mills Middle School	004-305	06-08	Not Served	794	303	303	38.16 %	38.16 %		☑	☐
Hedgesville High School	004-501	09-12	Not Served	1261	457	457	36.24 %	36.24 %		☑	☐
Hedgesville Middle School	004-301	06-08	Not Served	651	234	234	35.94 %	35.94 %		☑	☐
Spring Mills High School	004-504	09-12	Not Served	1335	474	474	35.51 %	35.51 %		☑	☐
Musselman High School	004-503	09-12	Not Served	1566	527	527	33.65 %	33.65 %		☐	☐
Totals:				18615	8246	8976.8	44.30 %	48.22 %			

5
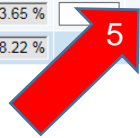
School Eligibility

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.***

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.

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

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.

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.

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.

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

West Virginia Department of
EDUCATION

PPA List

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

Save And Go To ▶

1e
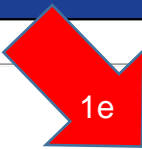
Total Available for School Allocations: **$18,779.77**
Average Per Pupil Amount (PPA): **$47.91**

School	Low Income		School Allocations		
	Adjusted Percent	Adjusted Public Count	Rank	PPA	Allocation
A	B	C	D	E	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	Low Income		School Alloc...		Allocation
A	Adjusted Percent	Adjusted Public Count	Rank	PP...	F
	B	C	D		C x E
Burke Street Elementary School	100.00 %	210	1	...2	$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

33

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 Eligibile 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

2b

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

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)

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			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				$1,742,416.24
		Remaining				$1,742,416.24

Save   Save and Return
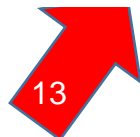
Budget Overview

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
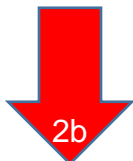
Budget Overview

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: All
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

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)

Related Documents

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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:
    a. Total Allocation
        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 Eligibile 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

2b

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

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

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 Eligibile for Indirect Cost	$19,559.90
Max Indirect Cost	$440.10

11111 - Instruction-K-12 ▾

Add Item

5

4

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]

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)

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	[⌄]	[⌄]	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	$19,990.00

Save   Save and Return

13

Budget Overview

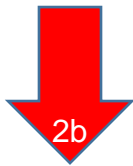1. Budget Overview is a view only page that displays the totals for each budgeted line item.
2. Indirect Cost Guide is a view only table that includes:
   a. Total Allocation
      i. Total Title I-D LEA Allocation
   b. Existing Budget in Categories not Eligible for Indirect Cost
      i. Any portion 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
   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
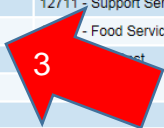
Go To ▶

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

2

Filter by Location: All
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.

45

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

All
Berkeley County Schools (004)
Bedington Elementary School (004-202)
Berkeley Heights Elementary School (004-203)
Bunker Hill Elementary (004-204)
Burke Street Elementary School (004-205)
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)

Total Available for [...]

	ct Cost	0.00
	ct Cost	,000.00
	t Rate	2.25%
	ct Cost	$19,559.90
	ct Cost	$440.10

Filter by Location:
Show Unbudgeted

3a

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

🔍 150%

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: All ▾
Show Unbudgeted Categories

3c

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.

[editor toolbar: B I U Font Name Size]

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:
    a. Total Allocation
        i. Total Title II 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 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
        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 Eligibile 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

2b

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

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)

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	[dropdown]	[dropdown]	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	$19,990.00

[Save] [Save and Return]
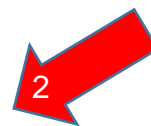
13

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 II 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 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
      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 Eligibile for Indirect Cost	$19,559.90
Max Indirect Cost	$440.10

Filter by Location: All
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

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: All
Show Unbudgeted Categories   **3c**

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

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 charact
3. Developing feedback mechanisms to improve school working condition	* $ 0.00	* N/A Check Spelling

(Arrow labeled 2a points to Amount column; arrow labeled 3a points to Description of Strategy column)

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

		Check Spelling 3 of 500 characters
9. Conducting other activities that are evidence-b... ...urpose ... Title II.	* $ 500.00	* The county will Check Spelling 15 of 500 characters
	Total: $ 2,200.00	

(Arrow labeled 4 points to Total)

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

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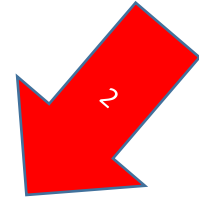
3. The Fiscal Agent is a view field that displays the name of the LEA consortia lead for counties participating in a consortium. This field will display the name of the actual county for those operating a stand-alone program.

○ LEA does not receive ANY Title III funds. (LE... omplete 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 ►

Optional Documents		
Type	**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 ▶

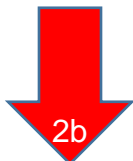| Indirect Cost Guide	
Total Allocation	$20,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget In Categories Eligibile for Indirect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

2b

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

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)

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	[dropdown] ⌄	[dropdown] ⌄	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	$19,990.00

[Save] [Save and Return]
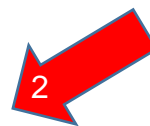
13

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

2

Filter by Location: All
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: All
Show Unbudgeted Categories 3c

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

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

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

* 1. Provide a description of the administrative activities supported with Title III, Part 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 the allowable activities.

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.	* $	*
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.	* $	*
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.	* $	*
Total:	$ 0.00	

1a **1b** **1c** **1d**

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	*
PD provided to EL (ESL/ELL) classroom teachers	*
PD provided to principals	*
PD provided to administrators (other than principals)	*
PD provided to other school personnel (non-administrative)	*
PD provided to community-based organization personnel	*
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 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 (LIEP) needs of English learners and demonstrate success in increasing English proficiency and student academic achievement.	* $	*
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.	$	*
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.	* $	*
Total:	$ 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

6

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)

Indicate the number of participants in EL Professional Development activities (2016 - 2017):	
PD provided to content classroom teachers	*
PD provided to EL (ESL/ELL) classroom teachers	*
PD provided to principals	*
PD provided to administrators (other than principals)	*
PD provided to other school personnel (non-administrative)	*
PD provided to community-based organization personnel	*
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

2b

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

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)

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	$19,990.00

[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: All
Show Unbudgeted Categories

2a

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: All
Show Unbudgeted Categories

2c

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.
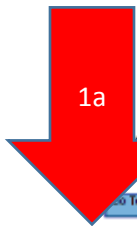
2. Enter into the narrative box a description of the LEA's language instruction educational program (LIEP) and services that are provided to ensure that English learners are making progress in learning English and meeting the State's academic content standards.

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.

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 p[...]gnated to provide support services for the LEA's LIEP.

Position Type (Please list separately)	Number of students ser[...]
🗑 * ESL-Endorsed Teacher ▼	* 22
🗑 * ESL-Endorsed Teacher ▼	* 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
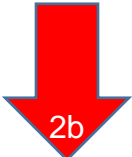   i. Max amount to be budgeted for indirect cost

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 Eligibile 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

2b

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

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)

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	[dropdown]	[dropdown]	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	$19,990.00

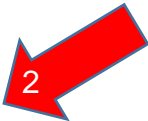Save   Save and Return

13

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 Eligibile for Indirect Cost	$19,559.90
Max Indirect Cost	$440.10

Filter by Location: All
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: All
Show Unbudgeted Categories   3c

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

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

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.*

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

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

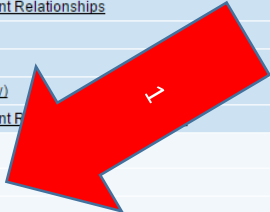| Go To ▶ |

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
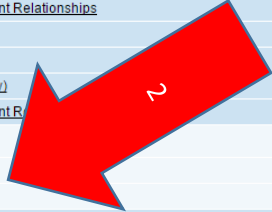   a. Title I Schoolwide
   b. Title I TAS

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			
School Strategic Plan Components		Messages	Print
Title I Schoolwide		Messages	Print
Title I TAS		Messages	Print
School Strategic Plan Related Documents			Print
School Strategic Plan Related Documents			Print
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
LEA 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		
LEA Strategic Plan Components	Messages	Print
LEA ESEA Consolidated Plan	Messages	Print
WVSIPP	Messages	Print
LEA Strategic Plan Related Documents		Print
LEA Strategic Plan Related Documents		Print
LEA Strategic Plan Checklist		Print
LEA Strategic Plan Checklist		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

☐ **G** 1 Math Goal
Description:
   This is a description of the goal
Create Performance Measure

☐ Copy **PM** 1.1 Interim Assessment
Description:
   Description of Measurement

Create Strategy

☐ Copy **S** 1.1.1 Academic Parent and Family Eng...
Description:
   this is the decription

Create Component Relationship

3. Click Create Component Relationship

Create Action Step

☐ Copy **AS** 1.1.1.1 Parent and Family Academic Showcase Night   Add Progress Note
Description:
   this is description
Person Responsible:
   sample
Estimated Begin Date:
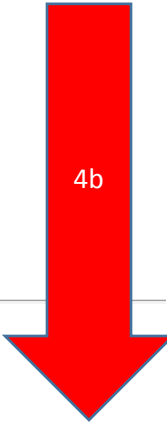   None
Estimated Completion Date:
   None

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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

3a

3b

3c

Save 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

Save And Go To ▶

☐ Not Applicable

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

4a. Click on the "+/-" to expand the field and reveal an area to enter text to explain ESEA activity

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