



New York State
EDUCATION DEPARTMENT

Knowledge > Skill > Opportunity

Title Talk Tuesday

Title I, Part D Formal Agreements

OFFICE OF ESSA-FUNDED PROGRAMS

Title Talk Tuesday

- The intent and purpose of these sessions is to provide the field with information about a range of topics related to implementation of ESSA-Funded programs.
- The schedule, registration links and additional guidance materials can be found in the [Training Opportunities](#) section of the website.
- Since this is a pre-recorded webinar, if you have any questions or comments for us, please email them to conappta@nysed.gov.
- All questions will be addressed in a question and answer document, as well as to the person that posed the question directly.

Purposes of Title I, Part D

SUBPART 2: SEC. 1421. PURPOSE.

Title I, Part D of the Every Student Succeeds Act of 2015 is intended to :

- ❖ Support the operation of local educational agency programs that involve collaboration with locally operated correctional facilities;
- ❖ Carry out high quality education programs to prepare children and youth for secondary school completion, training, employment, or further education; and
- ❖ Provide activities to facilitate the transition of such children and youth from the correctional program to further education or employment.

Purpose of Formal Agreement between the Local Educational Agency (LEA), N/D Facility and any Third Party Provider

A Formal Agreement should:

- ❖ Outline the roles and responsibilities of the LEA, N/D facility, and other entities (such as Board of Cooperative Educational Services (BOCES), tutor, professional development provider, etc.) involved with the Title I, Part D program.

Topics Areas in a Title I, Part D Formal Agreement

- ❖ **Consultation-** ESSA Section 1423; NYSED Written Affirmation of LEA Consultation with Neglected and Delinquent Facilities
- ❖ **Services Provided-** ESSA Section 1423
- ❖ **Fiscal-** 2 CFR 200.318(b); 2 CFR 200.430(i)(i-vii); ESSA Section 1117(d)(1); 8501(d)(1) and 34 CFR 76.702; 2 CFR 200.303
- ❖ **Inventory-** 2 CFR 200.313(d)
- ❖ **Evaluation-** ESSA Section 1431

Title I, Part D CONSULTATION

- ❖ The goal of consultation is to come to an agreement between the LEA and neglected/delinquent facility officials on how to provide educational programs and appropriate services, including transition services, for students in neglected/delinquent facilities.
- ❖ Programming should be developed to align with the needs and goals of the students in the facility.

Title I, Part D SERVICES PROVIDED

Make sure to specify who, what, when, where and how the delivery of supplemental Title I, Part D services to students will occur.

SPECIFY WHO WILL PROVIDE THE TITLE I, PART D SERVICES AND WHAT SERVICES WILL BE OFFERED

❖ Who will be providing the Title I, Part D services:

- LEA staff;
- Facility or Agency staff; or
- A third-party provider like a BOCES.

❖ What Title I, Part D services will be provided:

- Tutoring;
- An additional class;
- Academic Intervention Services;
- Transitional activities; or
- Other supplemental activities.

WHEN AND WHERE WILL TITLE I, PART D SERVICES BE PROVIDED

❖ When will the Title I, Part D services be provided:

- During or after the school day;
- At student intake into the facility;
- Upon student discharge from the facility
- Other Times.

❖ Where will the Title I, Part D services be provided:

- On-site at the residential facility; or
- Off-site, at an agreed upon location such as a library.

HOW WILL TITLE I, PART D SERVICES BE PROVIDED

❖ **How** will the Title I, Part D services be provided:

- In a small group setting;
- One on one with the student;
- Through an independent tutorial program; or
- Some other means.

Title I, Part D Fiscal

Define the fiscal processes each entity will be following to administer and account for the Title I, Part D funds and programming.

DEFINE FISCAL RESPONSIBILITIES

- ❖ What backup documentation is needed before invoices or expenditures can be processed?
- ❖ What time frame is required to ensure prompt payment?
- ❖ The LEA must maintain fiscal responsibility for Title I, Part D funding/services to each N/D Facility and other entities (such as BOCES, tutor, professional development provider, etc.). This includes:
 - Ensuring Title I, Part D funding is utilized to address academic gaps; sustain and enhance academic achievement for students at a N/D facility;
 - Facilitating all fiscal transactions including purchases, third party contracts and staff salaries;
 - Procuring supplies, materials and equipment for the Title I, Part D program;
 - Rendering timely payment of invoices; and
 - Maintaining records of all expended and unexpended funds for each N/D facility.

Title I, Part D Inventory

- ❖ Maintain a Title I, Part D equipment inventory listing.
- ❖ Collect any unused or obsolete equipment for disposal per LEA policy.

Title I, Part D Evaluation

- ❖ The LEA must have protocols/procedures in place to evaluate the Title I, Part D program(s) operating at residential facilities within the district.
- ❖ The LEA and facility must evaluate the progress made toward achieving the **Title I, Part D** program goals set for the previous school year.

Title I, Part D Technical Assistance Resources

For more information regarding Title I, Part D

Sample Formal Agreements:

- Sample Formal Agreement - between LEA-County Jail-BOCES
[<http://www.nysed.gov/common/nysed/files/sample-formal-agreement-2-lea.county-jail.boces-updated-5.19.pdf>]
- Sample Formal Agreement - between LEA-Facility/Agency
[<http://www.nysed.gov/common/nysed/files/sample-formal-agreement-3-lea.facility-agency-final-7.19.pdf>]

Inventory Template: [<http://www.nysed.gov/common/nysed/files/inventory.xlsx>]

Allowable/unallowable uses of Title I, Part D: [<http://www.nysed.gov/common/nysed/files/nd-allowable-unallowable-rev.4.23.2020.pdf>]

The National Technical Assistance Center for the Education of Neglected or Delinquent Children and Youth (NDTAC): <https://neglected-delinquent.ed.gov/>

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Purposes of Title I, Part D Funds

Questions?

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NYSED Support

Please contact the Office of ESSA-Funded Programs at (518) 473-0295 or via email at conappta@nysed.gov if you have any questions or concerns regarding the content of the session.

Thank You for Your Continued Collaboration!

For Additional Guidance and Support, please visit our website at <http://www.nysed.gov/essa/schools/consolidated-application>



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