

Administrative Regulation- 626- T1A

Guidance for Unspent Title I, Part A Set-Asides that Carry Forward

The following is a reminder from the Office of Superintendent of Public Instruction (OSPI) for districts identifying unspent carry-over set-asides. This information helps to ensure all districts are aware of the set-aside rules and prevents risk of noncompliance during an audit or Consolidated Program Review (CPR) monitoring visit. This is information only and does not require a change to the Title I, Part A application-iGrants form package (FP) 201.

Note: In order to provide evidence that carry forward of unspent set-asides has taken place, districts must be able to demonstrate through account budgeting (using set-aside account coding) and/or another form of internal tracking. An auditor or CPR monitor should be able to verify that the unspent portion of a set-aside was added to the current year required amount.

Districts will only be granted a carryover waiver above 15 percent for Title I, Part A funds if it had not received one within the past three years. You can review your district's carryover history in FP 200.

Parent and Family Engagement

This set-aside applies to districts with a Title I, Part A allocation of over \$500,000. Unspent PFE set-asides maintain their character. This means that any set-aside for the district and school carried over into the following year must be used for parent and family engagement. This is in addition to the one percent that the district must reserve for parent and family engagement in the following year. If a participating school is no longer served, the LEA needs to distribute that unspent PFE portion amongst the other participating schools.

Homeless Students

The full amount set aside for homeless students must be spent for the designated purpose. However, sometimes fewer students may need the services than anticipated, or another source of funds may have become available during the school year. Unspent Title I, Part A set-aside funds for homeless students may be released if the district can justify the underspend. These funds will revert back to the Title 1 Budget to be used for Title 1 Schools. Please ensure the district maintains documentation supporting the change.

Neglected Students

The full amount set aside for neglected students must be spent for the designated purpose. However, sometimes fewer students may need the services than anticipated, or another source of funds may have become available. Unspent Title I, Part A set-aside funds for neglected students may be released if the district can justify the underspend. Please ensure the district

maintains documentation supporting the change.

Private Schools/Equitable Share

The U.S. Department of Education released updated Title I Equitable Services Non-Regulatory Guidance on October 7, 2019. The updated guidance indicates that set-aside funds for equitable services retain their character from year to year. When set-aside funds in a private school or schools are not fully spent during the fiscal year for which they are intended, the funds must be carried forward to provide services the following year in the private school(s) in which the underspend occurred. Note that if the district has a reduction in carryover funds because the amount exceeds the limitation of 15 percent, the reduction may not come from the original set-aside amount for equitable services.

If, after consultation, the private school officials decide to decline services provided through the carryover set-aside funds, the district must add the funds to the proportional share available to other participating private schools that serve eligible students. If this occurs, keep written documentation at the district. If there are no other participating private schools, the set-aside funds may be released to provide Title I services in public schools.