

## Summary of Project Totals by Title

[Open primary application window]

Hello and welcome to the Department's web series on completing the ESEA Consolidated Application.

In this session, we will be discussing the Title IV, Part A program's "Use of Funds" page within the ESEA Consolidated Application. From the primary navigation window, scroll down toward the bottom of the page and click the "Use of Funds" link under "Title IV – Part A SSAE Program".

Now, prior to jumping into this page, you'll notice that the application site gives some directions in blue, which state that each applicant should complete the Financial Transfer Worksheet of the application prior to working on this page. This is due to some of the programming language within the application. If you decide to transfer all of your Title IV, Part A funds to another eligible Title program, you will not need complete the "Use of Funds" page. If, however, you intend to use Title IV, Part A funds for allowable Title IV, Part A purposes, this page of the application must be completed.

[Click "Use of Funds" Page Link]

The "Use of Funds" page for Title IV, Part A consists of six different questions related to the district's intended use of Title IV, Part A funds. Of these six questions, questions one, two, and a majority four are answered automatically, based upon other information provided within the application. For example, if you completed the financial transfer worksheet first, as instructed, and moved all of your Title IV, Part A funding to other programs, the answer to question one would be "yes". If the answer here were a yes, then no additional information would be needed on this page. However, because we have not transferred all of our funds out of Title IV, Part A, the answer to question one is "no" and the rest of the page must be completed.

Question two is another that automatically populates, based on the information you have provided in other parts of the application. In this example, you can see that we intend to use at least some of our Title IV, Part A funds for allowable Title IV, Part A activities and also that our final allocation of Title IV, Part A funds amount to less than \$30,000. Please note that the responses for questions one and two cannot be changed or updated on this page. Instead, the financial transfer worksheet would need to be updated for information on these two questions to update as well.

Questions three through six also need responses from each applicant that intends to use Title IV, Part A funds for allowable Title IV, Part A purposes.

Question three seeks to clarify under which project categories the applicant will use Title IV, Part A funds. Please note that the responses provided for question three on this page must also match the project category funding amounts noted on the "Summary of Project Totals by Title" page of the application. More specifically, these matching figures are located within the "Chart of Title IV, Part A Funding" table on that page.

[Click "Return to ESEA Menu"]

[Open the "Summary of Project Totals by Title" page]

Here, you can see the "Chart of Title IV-A Funding" table. Any dollar amounts included in cells 1b, 2b, or 3ab must match the district's selections to question three on the "Use of Funds" page.

[Click "Return to ESEA Menu"]

[Open the "Use of Funds" page]

As this application included funding in each of the content areas for Title IV, Part A funding, it would be my responsibility, as the applicant, to ensure that I select each category in my response to question three prior to submission of my application.

Question four is another that, for the most part, automatically populates a response on your behalf, based upon the other information included within the application. Because the application includes more than one school district, it is a “cooperative” or “consortium” application and the response to question four has been flagged by our system as a “yes”.

You will also notice that part (a) of question four is pre-populated with the names of the partnering districts. This information is pulled directly from the “*Certification For Participation in a Cooperative Project*” page of the application, where a lead applicant district and one or more partnering districts are named.

Part (b) of question four will require a response from the district, if that district is applying as part of a cooperative application. You will notice that a sample response has been provided for the districts included within the application. If the district is not applying for funds in consortium with other districts, please simply type “N/A” in the space provided for question four (b).

Questions five and six on this page simply serve to reiterate a couple of distinct statutory requirements, beyond the required program assurances, that all applicants intending to use Title IV, Part A funds must abide by.

Question five refers to the need to use funds in a supplemental way and not use these federal dollars to supplant other funding sources.

...and lastly question six refers to the requirement that no more than 2% of the LEA’s Title IV, Part A funds be used to support the direct administration of Title IV, Part A programs and activities.

To update or amend previous responses provided for questions three, four, five, and six, please be sure to amend the response and click the “Post/Update” button at the bottom of the page. This is needed in order for any changes to be saved within the application.

This concludes this guidance material on the Title IV, Part A “*Use of Funds*” page. For additional questions, please reach out to a member of the Department’s ESEA Federal Programs Team.