

2-Program Summary and Details

The data received through DER yields the review of any supporting documents to validate the expenditures and program details with purchase orders, invoices, receipts, other contracts, agendas, and sign-ins. The table below summarizes the program functions and required supporting document submission with RfRs.

Program Function	Supporting Document Requirement	Evidence
Salaries Expenses and Benefits	Required	Supporting documents include time and effort documentation. Position has to be included in the approved Title I application or Amendment Form.
Additional Compensation	Required	After/Before School Tutoring Log- Ins, Travel Reimbursements, etc.
Professional Development Reimbursement	Required	Purchase Order, Travel Documents/ Agenda/ Certification of Completion
Professional Development Delivery	Required	Purchase Order, Vendor Contract, Detailed Invoice
Family Engagement	Required	Purchase Order, Agenda, Sign-Ins, and Itemized Food Receipts
General Supplies and Materials	Required	Purchase Order and Receipts
Other Contract Services	Required	Purchase Order and Receipts
Equipment over \$5K	Required	Purchase Order, Invoices, and NMPED \$5K Equipment Approval Form
Non-profit or for-profit external provider for program or services	Required	Supporting documents to show that external provider has expertise in using evidence-based strategies for student improvement
Any changes or proposed purchases not listed in original application	Required	NMPED approved Title I, Part A Amendment Form
Equitable Services for private schools for which the LEA is responsible for maintaining and managing funds	Required	Any documentation such as purchase orders, invoices, contract agreements that inform program planning, design, and implementation in private schools that matches the equitable services consultation form submitted with the Title I application
Indirect Cost	Not Required	



Module 8.1: Parent Costs Set Aside				
Parent Costs	Out To School	District Activities	Parent Involvement	Fund Usage
	Yes	Yes		<p>n</p> <p>0</p> <p>-day plan. The \$24,638 parent engagement funds will flow directly to the school sites for parent involvement and engagement efforts so that the unique needs of each school can be addressed through family engagement activities. These funds cover the cost of the parent involvement activity (books, take-home resources, flashcards, materials, and food) and are scheduled throughout the year by school teams and parents.</p>

The Elementary and Secondary Education Act, as amended, encourages educators and policymakers to seek strategies with the most robust evidence of improving student outcomes. Program implementations under Title I, Part A for districts and state charter schools should be grounded in evidence-based practices. RfR submission and review in Title I also seeks some level of evidence to inform program design and practices.