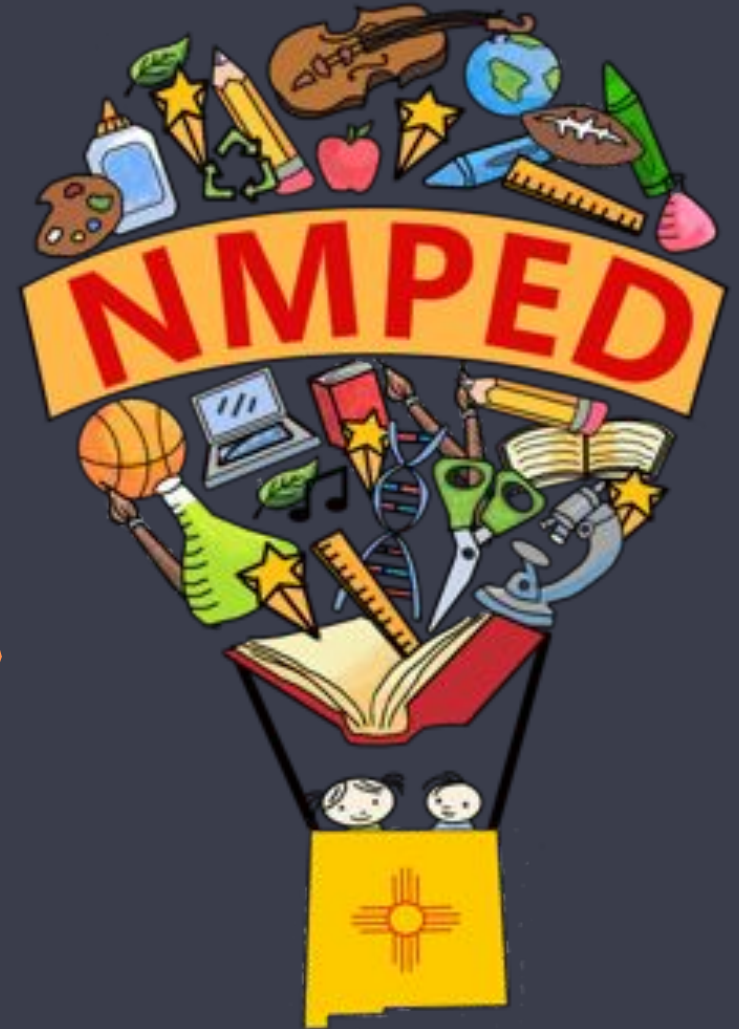


NMPED Unified Application

Title I, Part A Reservations, & Rank
and Serve

February 11, 2025



Overview

IN THIS MEETING, LEAs WILL

- Review the purpose of Title I-A funding.
- Understand how to account for Title I-A equitable share in the Unified Application (UA).
- Understand how to account for and track all Title I-A reservations in the UA.
- Walk through the Rank and Serve process in the UA (for applicable LEAs).

AGENDA

- I. Updates
- II. Title I-A Overview
- III. Title I-A Reservations & Allocations
- IV. Next Steps & Moving Forward
- V. Title I-A Rank and Serve
(applicable LEAs only)

Updates



Key Milestones for the UA

The Unified Application will launch in three stages: the Pre-Application module, ESEA, and IDEA. The Unified Application will be due April 16th.

Date	UA Milestone
February 17th	Pre-Application module opens.
March 3rd	Unified Application opens – all modules (except IDEA submodules) available.
March 17th	IDEA submodules released.
April 16th	UA due.

As reminder the for the Pre-Application, LEAs will:

- Agree to assurances.
- Upload their completed GEPA statement (a template for is available on the [UA Support Page](#)).

LEAs must sign the assurances to access the Unified Application upon launch.

If you have any questions, please reach out to Unified.App@nmped.gov.

Unified Application Access

Each LEA Planning Lead should expect to have access to the Unified Application in OBMS by End-of-Day Tuesday, February 11th.

Steps to access the Unified Application in OBMS:

1. Log-in to [OBMS](#). If a user is new to OBMS, they will be sent a username and temporary password, which must be reset.
2. Navigate to the Unified Application by clicking **Budget**→**Budget Source**→**Grants**→**Grants Application**.
3. Once you have reached the application, you will use the sidebar on the left to navigate the components of the application. The modules available for the LEA to complete are **bolded**.

Note: some users may experience a “cached” (or old) version of OBMS that will not show the new links. To resolve this, refresh the Unified Application page.

If you have any questions, please reach out to Unified.App@nmped.gov.

Adding Grants Editors to OBMS

Planning Leads may choose to add additional editors to the Unified Application to support completion. See the [Unified Application Support Page](#) for more details on adding editors.



Assigning OBMS Access for the New Mexico Unified Application

Planning Lead

As the UA Planning Lead, you have been given access to the UA in OBMS. Here are a few important points to remember about your role:

1. The Planning Lead is the only individual who can submit the Unified Application on behalf of their LEA.
2. The Planning Lead will grant UA access to the appropriate LEA personnel involved in completing the UA. These personnel will have a Grant Editors role in OBMS.
 - a. The Planning Lead will have discretion to assign personnel as Grant Editors in the UA in OBMS.
 - b. The Planning Lead and the Grant Editors will work together to develop, revise, and update the application so that the Planning Lead can eventually submit it. Grant Editors can edit the modules/sections of the application, but cannot submit the application.

[How to Add Grant Editors](#)

NEW MEXICO UNIFIED APPLICATION
Access Instructions

Key notes regarding access:

- One Grant Manager (the LEA Planning Lead) will have both “editing” privileges and “submission” privileges to the Unified Application and can assign additional “LEA Grant Editors.”
- LEA Grant Editors will have edit access to all parts of the Unified Application but cannot submit.
- Planning Leads should consider establishing internal LEA protocols to ensure version control.

Weekly Federal Programs Team Calls Schedule (1/2)

Further training on the Unified Application components will take place until applications are due. Planning leads should ensure personnel attend sessions relevant to their LEAs; not all sessions will be applicable to all LEAs.

Date	Phase	Audience *denotes mandatory	Description
January 7	Pre-Application	Federal Programs Directors* All LEA Roles	Overview of Unified Application Structure (including budget) and pre-application modules (consolidated assurances, district contacts, etc.)
January 14	Pre-Application	Federal Programs Directors* All LEA Roles	Overview of Pre-Application Activities (Assurances, , NOVA data validation, LEA Access, etc.).
January 21	Pre-Application	Federal Programs Directors* All LEA Roles	Comprehensive Needs Assessments, Tribal Consultation, Homeless Needs Assessment
January 28	Pre-Application	Chief Academic Officers* All LEA Roles	Priorities module overview: Academics for All, Priority Student Groups, Educator Workforce
February 4	Pre-Application	Private School Equitable Services Captains (Geographical LEAs only)* All LEA Roles	ESSA Equitable Services
February 11	Pre-Application	Geographical LEA Title I Directors* All LEA Roles	Title I A: Reservations and Rank & Serve
February 17th	Pre-Application Module Opens		
February 18	Pre-Application	Federal Programs Directors* All LEA Roles	Title IV & Title III
February 25	Pre-Application	Federal Programs Directors* All LEA Roles	Expenditure Detail Module & Guidance
March 3	UA Opens (ESEA)		

Planned Topics for Weekly Federal Programs Team Calls (2/2)

Further training on the Unified Application components will take place until applications are due. Planning leads should ensure personnel attend sessions relevant to their LEAs; not all sessions will be applicable to all LEAs.

Date	Phase	Audience *denotes mandatory	Description Tentative & Subject to Change
March 4	Application Completion	Federal Programs Directors* All LEA Roles	Launching and Transferability/AFUA
March 11	Application Completion	Federal Programs Directors* All LEA Roles	IDEA Compliance & Proportionate Share
March 17th	UA Opens (IDEA)		
March 18	Application Completion	All LEA Roles	Submitting the Application & Overview of approval process
March 25	Application Completion	Federal Programs Directors* All LEA Roles	Overview of finance processes that will stay the same and any differences
April 1	Application Completion	Chief Financial Officers/Business Managers* All LEA Roles	Outstanding Questions
April 8	Application Completion	All LEA Roles	Outstanding Questions
April 15	Application Completion	Federal Programs Directors* All LEA Roles	Outstanding Questions
April 16	UA Submissions Due		

Next Steps

Following this call:

- Planning Leads can log-in to the Unified Application in OBMS to confirm access (and begin providing access to additional LEA staff as necessary).
- Planning Leads form a plan for Title I completion in the UA with the necessary personnel once the application launches on March 3rd.
- LEAs that anticipate completing Rank & Serve should stay on the call after completing the survey for a preview of Rank & Serve.

Title I, Part A Overview



Title I-A Overview

Title I-A, including requirements related to reservations and school-level allocations, will be integrated into the UA.

Title I-A Purpose

The purpose of Title I Part A, Improving Basic Programs Operated by Local Educational Agencies (LEAs), is to provide all children significant opportunity to receive a fair, equitable, and high-quality education, and to close educational achievement gaps.

Title I-A In the UA

Title I-A will be a submodule within the UA Compliance module. In this submodule, LEAs will complete Steps 0-3 (depending on whether they need to rank schools for school-level allocations).

Title I-A Steps

LEAs will complete their Title I-A compliance requirements in the UA by navigating through the applicable steps in the submodule.

Title I-A in the UA

Step	LEA Action
Step 0	Determine required/authorized set-asides.
Step 1	Determine poverty counts and rank public schools.
Step 2	Identify eligible schools.
Step 3	Allocate funds to schools.

Step 0: Title I-A Reservations



Title I-A Reservations

The first step LEAs will take to complete Title I-A compliance in the UA is to determine their required and elected set-asides.

Title I-A reservations are the amounts that LEAs set aside for specific groups of students prior to allocating funds to schools.

Required Reservations:

- Equitable Services for eligible Private School Children
- Parent and Family Engagement
- Homeless Children and Youths
- Children in Local Institutions for Neglected Children

Authorized Reservations

- Children in Local Institutions for Delinquent Children and Neglected/Delinquent Children in Community Day Programs
- Incentives and Stipends for Teachers in CSI/TSI schools
- Preschool
- CSI/TSI School Improvement
- Foster Care
- Professional Development (Title I Schools)
- Instructional Programs (Title I Schools/Students)
- Transportation for School Choice
- **Direct Administrative Costs**
- Indirect Costs

Authorized Reservations—Direct Administrative Costs

Code of Federal Regulations 2 CFR § 200.405 requires that charges to federal awards be allocated “in accordance with the relative benefits received”. Thus, when considering the cost of an administrative position proposed to be funded under Title I Part A, the following questions need to be considered:

- Is the cost of the position necessary and reasonable for the performance of the Federal award (in this case Title I Part A), and allocable thereto, please see 2 CFR 200.403?
- Is the activity incurred specifically for the purpose of Title I Part A?
- If the cost benefits more than Title I Part A, is the cost distributed in proportions that may be approximated using reasonable methods?

Equitable Services Overview

As the first step in determining set-asides, LEAs will calculate the equitable share of their Title I-A allocations, if applicable, through step 0A in the UA submodule.

Overview of Filling Out Step 0A: *Equitable Share for LEA Distribution:*

1. LEAs will double check their LEA's Title I-A allocation.
2. LEAs will enter the total number of low-income students residing in Title I public school attendance areas.
 - The proportionate share for low-income students attending private schools will be automatically calculated.
 - The total current funds available for distribution based on proportionate share will be automatically calculated.

Equitable Services ^{1/3}

As the first step in determining set-asides, LEAs will calculate the equitable share of their Title I-A allocations, if applicable, through step 0A in the UA Title I-A submodule.

Prework

In Step 0, you will determine set-asides. Before you begin Step 0, complete this assessment, this assessment, and this assessment to prepare your figures.

Total Current Year Funds	\$9,028,188.00
Total Carryover Funds	\$0.00
Total Funds	\$9,028,188.00

Process for Filling out Step 0 in the UA:

Step 1: Look at the Prework section to double check your LEA’s Title I-A allocation amount.

Equitable Services ^{2/3}

As the first step in determining set-asides, LEAs will calculate the equitable share of their Title I-A allocations, if applicable, through step 0A in the UA Title I-A submodule.

Step 0A Equitable Share for LEA Distribution	Public	Private	Total
Total low-income students residing in participating Title I public school attendance areas	10,385	437	10,822
Proportionate share of low-income students that are public or private	96.0%	4.0%	100.0%
Total current funds available for distribution based on proportionate share	\$8,667,060.48	\$361,127.52	\$9,028,188.00
Total carryover funds available for distribution	\$0.00	\$0.00	\$0.00
Total amount available for distribution	\$8,667,060.48	\$361,127.52	\$9,028,188.00

Process for Filling out Step 0 in the UA:

Step 2. Enter an estimate of the total low-income students residing in Title I public school attendance areas.

Equitable Services _{3/3}

As the first step in determining set-asides, LEAs will calculate the equitable share of their Title I-A allocations, if applicable, through step 0A in the UA Title I-A submodule.

Step 0A Equitable Share for LEA Distribution	Public	Private	Total
Total low-income students residing in participating Title I public school attendance areas	10,385	437	10,822
Proportionate share of low-income students that are public or private	96.0%	4.0%	100.0%
Total current funds available for distribution based on proportionate share	\$8,667,060.48	\$361,127.52	\$9,028,188.00
Total carryover funds available for distribution	\$0.00	\$0.00	\$0.00
Total amount available for distribution	\$8,667,060.48	\$361,127.52	\$9,028,188.00

Process for Filling out Step 0 in the UA:

- The proportionate share of funds for low-income students attending public versus private schools will be automatically calculated based on the entered total low-income student count and the private school count pulled from the Private School ESEA Equitable Share submodule.
- The total current funds available for distribution for public and private schools will also be automatically calculated based on the proportionate share of the total Title I-A Allocation.

Parent and Family Engagement Reservation (1/3)

LEAs will determine their set aside Title I-A funds for parent and family engagement after determining their equitable share.

Parent and Family Engagement

LEAs with an allocation over \$500,000 are required to reserve at least 1% for parent and family engagement, including a proportionate share to private schools. The UA interface will indicate whether the entered values reflect these percentage requirements.

Although 1% is the required minimum, we recommend reserving an amount *above* the minimum to account for a potential increase in your Title I-A final allocation from the preliminary allocation in the UA. Similarly, if your allocation is just below the threshold for this requirement (*e.g.*, \$475,000) we recommend also accounting for this requirement in your planning.

**** LEAs may modify their entries, including planned reservations, prior to submitting the UA.***

Parent and Family Engagement Reservation (2/3)

The example below shows an LEA making a reservation from their Title I-A allocation for Parent and Family Engagement meeting the minimum requirement.

Step 0A			
Equitable Share for LEA Distribution	Public	Private	Total
Total low-income students residing in participating Title I public school attendance areas	10,385	437	10,822
Proportionate share of low-income students that are public or private	96.0%	4.0%	100.0%
Total current funds available for distribution based on proportionate share	\$8,667,060.48	\$361,127.52	\$9,028,188.00
Total carryover funds available for distribution	\$0.00	\$0.00	\$0.00
Total amount available for distribution	\$8,667,060.48	\$361,127.52	\$9,028,188.00
Step 0B			
Set-Asides	Public	Private	Total
Parent and Family Engagement	\$86,670.60	\$3,611.28	\$90,281.88

The LEA in this example is allocating the minimum of 1% (\$86,670.60) of their total public school Title I-A allocation (\$8,667,060.48), including 1% (\$3,611.28) of their proportionate share to private schools (\$361,127.52).

Parent and Family Engagement Reservation (3/3)

The screenshot below shows an example of an LEA making a reservation from their Title I-A allocation for Parent and Family Engagement exceeding the minimum requirement, as is recommended.

Step 0A	Public	Private	Total
Equitable Share for LEA Distribution			
Total low-income students residing in participating Title I public school attendance areas	10,385	437	10,822
Proportionate share of low-income students that are public or private	96.0%	4.0%	100.0%
Total current funds available for distribution based on proportionate share	\$8,667,060.48	\$361,127.52	\$9,028,188.00
Total carryover funds available for distribution	\$0.00	\$0.00	\$0.00
Total amount available for distribution	\$8,667,060.48	\$361,127.52	\$9,028,188.00
Step 0B			
Set-Asides			
Parent and Family Engagement	\$96,000.00	\$4,000.00	\$100,000.00

The LEA in this example is allocating \$96,000.00 which is more than the minimum of 1% of their total public school Title I-A allocation (\$8,667,060.48) including over 1% (\$4,000) of their proportionate share (\$361,127.52) to private schools .

Determining Reservations in the UA

LEAs will enter all reservation amounts in step 0B for Title I-A funds. Total amounts will be automatically calculated.

Step 0B Set-Asides	Public	Private	Total
Parent and Family Engagement	\$96,000.00	\$4,000.00	\$100,000.00
Homeless Children and Youth	\$1,000.00		\$1,000.00
Children in Local Institutions for Neglected Children (0 students)	\$0.00		\$0.00
Incentives and Stipends for Teachers (maximum is 5% of total current year funds)	\$0.00		\$0.00
Preschool	\$1,837,000.00		\$1,837,000.00
CSI/TSI School Improvement	\$0.00		\$0.00
Foster Care	\$0.00		\$0.00
Professional Development (Title 1 Schools/Students)	\$490,000.00		\$490,000.00
Instructional Programs (Title 1 Schools/Students)	\$1,400,450.00		\$1,400,450.00
Transportation for School Choice (maximum is 5% of total current year funds)	\$0.00		\$0.00
Private School Equitable Services		\$328,807.52	\$328,807.52
Direct Administrative Costs	\$94,880.00	\$11,320.00	\$106,200.00
Indirect Costs	\$400,000.00	\$17,000.00	\$417,000.00
Maximum Possible for Indirect Costs	\$433,353.02	\$18,056.38	
Total Set Asides	\$4,319,330.00	\$361,127.52	\$4,680,457.52
Total Amount Available for Public School Allocations After Set-Asides	\$4,347,730.48		
Percentage Available for Public School Allocations	50.2%		

All reservations will be captured in Step 0B, including those related to the private school share. For any reservation an LEA is not making, it can be left at \$0.00. All of Step 0 must be completed to move to Step 1. If the percentage available for school allocations is less than 50%, the LEA will be asked to include a justification.

Tracking Title I-A Reservations

The reservations determined in Title I-A Step 0A and 0B will need to align to the Expenditure Detail module. Below are the codes that will be used to track these allocations in the UA.

Grant management codes for Title I-A reservations:

Reservation	GM Codes
Parent and Family Engagement	FAM
Homeless Children and Youth	HML
Children in Local Institutions for Neglected Children	NEG
Incentives and Stipends for Teachers (maximum is 5% of total current year funds)	INC
Preschool	PK
CSI/TSI School Improvement	SIM

Reservation	GM Codes
Foster Care	FOS
Professional Development <i>(Title 1 Schools/Students)</i>	PL
Instructional Programs <i>(Title 1 Schools/Students)</i>	INS
Transportation for School Choice <i>(maximum is 5% of total current year funds)</i>	TRA
Direct Administrative Costs	ADM

More information to come during the Expenditure Detail session on 2/25.

Title I-A Allocations



Allocations Overview

After set-asides are determined, LEAs will allocate their Title I-A funds at the school-level.

* Do any of the following criteria apply to your LEA?

- Your LEA is a single site LEA
- Your LEA has 1000 or fewer students

Yes



At the end of Step 0 in the UA, LEAs will indicate *yes* or *no* to the criteria to determine whether they must rank their schools to allocate Title I funds.

If LEAs meet this criteria:

- They will be directed to Step 3, where they will enter their total school allocation.

If LEAs do not meet this criteria

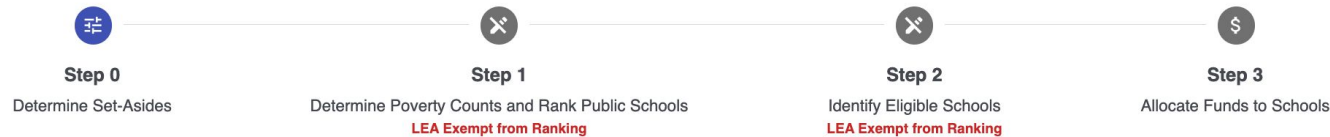
- They will need to complete the rank and serve process through Steps 1, 2, and 3 in the submodule.

Step 3: Allocate Funds to Schools

LEAs that do not need to complete the rank and serve process to determine their school allocations will move to Step 3 after completing Step 0.

Title 1 Part A Compliance

Allocate School Funding



Funding Allocation: Version 1

Non-ranked version

What are your criteria for determining which schools receive an allocation? How did you determine allocation amounts?

This is a single site LEA.

Your Schools for Allocation

Provide a total school allocation where appropriate, per-pupil rate will be calculated automatically.

School	Grades Served	Total Enrollment	Total FRP Count	Poverty Rate	Per Pupil Amount	Program Type	School Allocation
School Name	PK-10	163	109	66.9%	\$907.22	Schoolwide✓	\$98,887.00

Step 3: Allocate Funds to Schools

- Describe the criteria for allocating Title funds.
- Allocate funds to school(s).
- Select type of Title I program.*

The allocation entered for the school(s) will automatically calculate into the total amount allocated at the top of the page.

*Please note if a school's poverty percent is under 40% the LEA would complete a Waiver if the Program Type intended is a Schoolwide Program.

Title I-A Rank and Serve



Pilot LEAs that will Rank and Serve

The list below includes pilot LEAs that complete the rank and serve process for their Title I-A allocation. Personnel from these LEAs, and any others that meet the criteria, should stay on the call.

Based on section 1113 of the ESEA and 34 C.F.R. § 200.78 for identifying Title I-eligible schools, the following LEAs will *not need* to rank their schools to determine school-level allocations:

- **An LEA with an enrollment of fewer than 1,000 students.**
- **An LEA that consists of only one school.**

LEAs that will need to complete the Rank and Serve Process

Albuquerque Public Schools	Deming Public Schools	Hatch Valley Public School District	Roswell Independent School District
Aztec Municipal Schools	Espanola Public School District	Las Vegas City Schools	Socorro Consolidated Schools
Belen Consolidated Schools	Gallup-McKinley County Schools	Lovington Municipal Schools	Truth or Consequences Municipal Schools
Central Consolidated Schools	Grants Cibola County School District	Moriarty Public Schools	Zuni Public School District

Title I-A Rank and Serve Overview

LEAs with 1,000 or more students and more than one school must follow the requirements of ESEA §1113 to determine which schools receive Title I funds and the amount of their allocations.


An LEA must complete the “rank and serve” process to distribute Title I-A funds to its public schools. This process consists of three steps:

Step 1:
**Determine Poverty
Counts and Rank Schools**

Step 2:
**Identify
Eligible Schools**

Step 3:
**Allocate Funds to
Eligible Schools**

Step 1: Poverty Counts and Ranking



Step 1A: Determine Your Poverty Measure

ESEA §1113(a)(3) requires LEAs to rank all school attendance areas according to their percentage of public school children from low-income families.

In Step 1A, you will choose a poverty measure.

§1113(a)(5)(A) Option	UA Option	Description
1. Eligibility for free or reduced-priced lunch (FRPL), including children counted through the Community Eligibility Provision (CEP)	Option A	Combo Method: CEP, direct cert count X 1.6 multiplier; non-CEP, FRPL meals
	Option B	Direct Cert Method: direct cert count for CEP and non-CEP schools
	Option C	Multiplier Method: direct cert count X 1.6 multiplier for CEP and non-CEP
2. Eligibility for Title IV, Part A of the SSA	Option D	SNAP count
3. Eligibility for Medicaid	Option E	Reduced and free Medicaid count
4. Census count	Option F	Manual calculation and upload to UA by LEA
5. Composite of measures above		Manual calculation and upload to UA by LEA

Step 1A


Determine Which Poverty Metric your LEA Will Use

What are the options for poverty metrics?

- **Option A** Combo Method (for CEP Direct Certification count with 1.6 multiplier; for non-CEP FRP Meals)
- **Option B** Direct Certification Method (Direct Certification Only for CEP and non-CEP)
- **Option C** Multiplier Method (Direct Certification Only with 1.6 Multiplier for CEP and non-CEP)
- **Option D** SNAP
- **Option E** Reduced and Free Medicaid
- **Option F** Census data or Composite Measure

Explore your Poverty Metric Data 

View Current Data and Compare Poverty Rates for the Above Poverty Metrics

School 	CEP School Flag	Grades Served	Secondary School Flag	Total Enrollment Count	Direct Certification Count	FRP Meals Count	SNAP Count	Medicaid Count	Option A Poverty Rate	Option B Poverty Rate	Option C Poverty Rate	Option D Poverty Rate
	Y	PK-5	N	288	202	280	0	190	100.0%	70.1%	100.0%	0
	Y	PK-5	N	385	213	366	0	210	88.6%	55.3%	88.6%	0
	Y	6-8	Y	674	365	650	0	363	86.6%	54.2%	86.6%	0
	Y	PK-5	N	433	264	416	0	264	97.5%	61.0%	97.5%	0
LEA Totals				11,934	6,563	11,471	0	6,487				

Which of the poverty metrics will your LEA use?

Option B: Direct Certification Method (Direct Certification Only for CEP and non-CEP)



Step 1B: Option for Secondary Schools

To determine the number of children from low-income families in secondary schools, ESEA §1113 (a)(5)(B) provides the option to apply the average poverty percentage of a feeder pattern.

In Step 1B, you will select YES or NO to the Secondary School Option.

- Before an LEA may use feeder patterns to determine the poverty percentage of secondary schools, the LEA must conduct outreach to its secondary schools to inform them of the option and a majority of its secondary schools must approve the use of feeder patterns. ESEA §1113(a)(5)(C)
- To apply the new poverty percentage to the secondary school, the LEA will manually calculate the average poverty percentage of the feeder pattern for the middle or high school(s). The LEA will then enter the new poverty percentage in the UA and click save.
- The new rank order with the revised poverty counts will appear in the table in Step 2A.

Step 1B

Determine if your LEA Will Take the Option for Secondary Schools

Would you like to specify new low income rates for secondary schools? Before you may choose this option, you must conduct outreach to all secondary schools and a majority of secondary schools must approve the use of feeder patterns. ESEA §1113 (a)(5)(C)

Yes

Modify Low Income Rates

Specify New Low Income Rates for Select Secondary Schools

School	CEP School Flag	Grades Served	Secondary School Flag	Total Enrollment Count	Total Poverty Count	Total Poverty Rate
	Y	6-8	Y	674	365	54.2%
	Y	6-8	Y	311	163	52.4%
	Y	9-12	Y	690	360	52.2%
	Y	9-12	Y	245	126	51.4%
	Y	6-8	Y	520	262	50.4%
	Y	6-12	Y	221	109	49.3%
	Y	9-12	Y	235	111	47.2%
	Y	6-12	Y	1,209	563	46.6%
	Y	9-12	Y	1,059	688	65%

Cancel

Save

Previous

Next

Step 2: Identify Eligible Schools



Step 2A: Determine School Eligibility on an LEA-wide Basis

Once the LEA establishes the poverty counts and rank order of all their public schools, the LEA will determine eligibility of schools to receive Title I funds.

In Step 2A, you will determine the minimum poverty percentage by choosing the LEA's poverty percentage OR 35 percent.

- A school is eligible for Title I funds if its poverty percentage is as high as the LEA's poverty percentage or, at the LEA's discretion, at least 35 percent.
- An LEA can serve schools below 35 percent poverty if the LEA's poverty percentage is less than 35 percent.
- Note: *meeting the eligibility criteria does not guarantee that a school will receive Title I funds from its LEA.*

Step 2A

Determine the Minimum Eligibility for Schools with Rates 75% and Below

Your LEA average low-income student rate for Title 1 is **56.6%**.

*Decide on a minimum low-income student rate for eligibility:

35.0%

Eligible and Ineligible Schools

School eligibility based on the minimum low-income student rate (35.0%)

School	Grades Served	Total Enrollment	Total Poverty Count	Total Poverty Rate	Eligible
	PK-5	288	202	70.1%	Y
	PK-5	321	218	67.9%	Y
	6-12	52	35	67.3%	Y
	PK-5	403	268	66.5%	Y
	9-12	115	76	66.1%	Y
	9-12	1,059	688	65.0%	Y
	PK-5	304	197	64.8%	Y
	PK-5	257	163	63.4%	Y
	PK-5	433	264	61.0%	Y
	6-8	640	389	60.8%	Y
LEA Totals		11,934	6,759	56.6%	

Step 2B: Funding Schools Above 75 Percent Poverty

ESEA 1113(a)(3)(A) requires the LEA to first allocate, in rank order of poverty, Title I funds to its schools above 75 percent poverty, including any middle schools or high schools.

In Step 2B, you will view schools that have greater than 75 percent poverty. Your LEA must serve these schools.

- LEA must first allocate, in rank order of poverty, funds to its schools with greater than 75 percent poverty.
- In the UA, schools that the LEA must fund because they have greater than 75 percent poverty are “Tier 1” schools.
- After serving all schools above 75 percent poverty, if funds remain, an LEA may choose to serve schools with poverty percentages equal to or less than 75 percent poverty.

Step 2B

View schools with automatic eligibility (low-income student rate greater than 75%) into Tier 1.

Tier 1 Schools

All schools where low-income student rate is greater than 75%

School	Grades Served	Total Enrollment	Total Poverty Count	Total Poverty Rate	Eligible
	PK-5	304	304	100.0%	Y
	PK-5	257	257	100.0%	Y
	PK-5	403	403	100.0%	Y
	PK-5	288	288	100.0%	Y
	9-12	115	115	100.0%	Y
	PK-5	321	321	100.0%	Y
	6-12	52	52	100.0%	Y
	PK-5	433	422	97.5%	Y
	6-8	640	622	97.2%	Y
	6-8	367	355	96.7%	Y
	PK-5	235	227	96.6%	Y
	PK-5	366	352	96.2%	Y

Step 2C: Option for Certain High Schools

After serving all schools above 75 percent poverty, if funds remain, an LEA may choose to serve high schools with a poverty percentage between 50 percent and 75 percent in rank order of poverty.

In Step 2C, you will select YES or NO to the high school option.

- If you select YES, you will indicate the minimum poverty percentage for high school eligibility. You may choose any minimum between 50 and 75 percent.
- The LEA must allocate Title I-A funds to all high schools that meet the minimum eligibility if you choose this option.
- In the UA, high schools funded by the high school option are “Tier 2” schools.

Step 2C

Determine if you will exercise the HS option for automatic eligibility into Tier 2.

Will you exercise the HS option for automatic eligibility into Tier 2?

Yes



Indicate the rate (rate should be $\geq 50\%$ and $\leq 75\%$)

50%

Tier 2 Schools

All high schools where low-income student rate is greater than 50% and less than 75%

School	Grades Served	Total Enrollment	Total Poverty Count	Total Poverty Rate	Eligible
	6-12	52	35	67.3%	Y
	9-12	115	76	66.1%	Y
	9-12	1,059	688	65.0%	Y
	9-12	342	200	58.5%	Y
	9-12	690	360	52.2%	Y
	9-12	245	126	51.4%	Y

Step 2D: Determine Eligibility for Schools \leq 75% Poverty

In addition to the district-wide ranking method in Step 2A, an LEA may determine eligibility within grade spans.

In Step 2D, you will select **DISTRICT-WIDE** or by **GRADE-SPAN** to determine eligibility for remaining schools.

- If you choose DISTRICT-WIDE, you will move to Step 3 to allocate funds.
- If you choose GRADE-SPAN, you will move to Step 2E to sort schools by grade spans.

Step 2D

Choose how you want to sort the remaining lower-ranking schools.

How will you sort remaining, lower ranked schools?

Gradespan



Step 2E: Build Grade-span Tables and Determine Eligibility

The LEA may use the district-wide or grade-span percentage of poverty . If the grade-span poverty percentage is > 35 percent, the LEA may also use a poverty percentage of at least 35 percent.

In Step 2E, you will sort the remaining schools into grade-span tables.

- The UA will default schools by NOVA School Category. Important: the NOVA School Category might not accurately represent the grade-span of every school. **The LEA is responsible for ensuring that all schools are assigned to appropriate grade-span tables.**
- When you create a new grade-span table, you must edit the name of the table to reflect the grade-span represented (e.g., “Grades K-12”).
- After sorting all schools into grade-span tables, the LEA will select the minimum eligibility for each table. Note: an LEA can serve schools < 35 percent poverty if the grade-span percentage is less than 35 percent.
- Schools are ranked and allocated funds within each grade-span table. For example, it is possible to serve lower poverty high school while a higher poverty elementary school is not eligible.
- In the UA, schools in grade-span tables are “Tier 3” schools.

Step 2E

Build Your Title 1 Gradespan Tables for Tier 3.

Elementary Schools PK-5

Select schools to move them.

* Your grade span poverty rate is 58.9%. Please select a minimum rate to use for this gradespan table:

School	Grades Served	Total Enrollment	Total Poverty Count	Total Poverty Rate	Eligible
<input type="checkbox"/>	PK-5	224	132	58.9%	Y
<input type="checkbox"/>	PK-5	234	137	58.5%	Y
<input type="checkbox"/>	PK-5	337	191	56.7%	Y
<input type="checkbox"/>	PK-5	385	213	55.3%	N
<input type="checkbox"/>	PK-5	225	118	52.4%	N
Grade Span Totals		4,783	2,817	58.9%	

Secondary Schools Grade 6-12

Select schools to move them.

* Your grade span poverty rate is 47.0%. Please select a minimum rate to use for this gradespan table:

School	Grades Served	Total Enrollment	Total Poverty Count	Total Poverty Rate	Eligible
<input type="checkbox"/>	6-12	221	109	49.3%	Y
<input type="checkbox"/>	6-12	1,209	563	46.6%	N
Grade Span Totals		1,430	672	47.0%	

Step 3: Allocate Funds to Schools



Step 3: Allocate Title I Funds to Eligible Schools

ESEA §1113(c)(1) requires LEAs to allocate Title I funds to eligible schools in rank order, based on the total number of public school children from low-income families in each school.

In Step 3, you will allocate funds using a per pupil rate for each school. You will also indicate whether the school will operate a SCHOOLWIDE or TARGETED ASSISTANCE program.

- An LEA has discretion to establish a per-pupil allocation for each school. The per pupil allocation does not need to be the same for all schools.
- If an LEA allocates different per-pupil amounts to participating schools, the LEA must allocate higher per pupil amounts to schools with higher poverty rates than it allocates to schools with lower poverty rates.
- **“125 percent rule”**: If an LEA serves any school below 35 percent poverty, the LEA must allocate an amount for each low-income child in each participating Title I school that is at least 125 percent of the LEA’s allocation per low-income child.

Tier 2 Schools

Schools with Automatic Inclusion Due to HS Option

School	Grades Served	Total Enrollment	Total Poverty Count	Poverty Rate	Eligibility	Per Pupil	Program Type	School Allocation	Allocation Flexibilities
	6-12	52	35	67.3%	Y	\$900.00	Schoolwid	\$31,500.00	None
	9-12	115	76	66.1%	Y	\$900.00	Schoolwid	\$68,400.00	None
	9-12	1,059	688	65.0%	Y	\$900.00	Schoolwid	\$619,200.00	None

Elementary Schools Grades PK-5

Custom Gradespan Table

School	Grades Served	Total Enrollment	Total Poverty Count	Poverty Rate	Eligibility	Per Pupil	Program Type	School Allocation	Allocation Flexibilities
	PK-5	288	202	70.1%	Y	\$750.00	Schoolwid	\$151,500.00	None
	PK-5	321	218	67.9%	Y	\$750.00	Schoolwid	\$163,500.00	None

Step 3: Allocation Flexibilities

ESEA §1113 offers LEAs flexibilities in allocating Title I funds to schools. If the LEA exercises any flexibilities in the UA, it will have to provide an assurance that it meets the flexibility’s requirements.

Flexibility	Description
Skipping	<p>§1113(b)(1)(D) permits LEAs to not serve—i.e., “skip”—an eligible school that has a higher percentage of children from low-income families if the school:</p> <ul style="list-style-type: none">● meets comparability requirements● receives supplemental funds from State or local that meet the requirements of a Title I program; and● receives supplemental funds that are equal to or exceed the amount it would have received under Title I.
Related Exception	<p>§1113(c)(2)(B) permits LEAs to reduce the amount of Title I funds allocated to a Title I school by the amount of supplemental funds from state or local sources that it spends on programs that meet the intent and purpose of Title I.</p>
Grandfather Rule	<p>§1113(b)(1)(C) authorizes LEAs to allocate Title I funds to a school that is no longer eligible but was eligible and served in the previous year. The school may continue its Title I-status for one additional year only.</p>

Elementary Schools Grades PK-5

Custom Gradespan Table

School	Grades Served	Total Enrollment	Total Poverty Count	Poverty Rate	Eligibility	Per Pupil	Program Type	School Allocation	Allocation Flexibilities
	PK-5	288	202	70.1%	Y	\$750.00	Schoolwid	\$151,500.00	None
	PK-5	321	218	67.9%	Y	\$0.00	None	\$0.00	Verify Skip
	PK-5	403	268	66.5%	Y	\$750.00	Schoolwid	\$201,000.00	None

Secondary Schools Grades 6-12

Custom Gradespan Table

School	Grades Served	Total Enrollment	Total Poverty Count	Poverty Rate	Eligibility	Per Pupil	Program Type	School Allocation	Allocation Flexibilities
	6-12	221	109	49.3%	Y	\$650.00	Schoolwid	\$70,850.00	None
	6-12	1,209	563	46.6%	N	\$500.00	Schoolwid	\$281,500.00	Verify Grandfather

This school is ineligible but has funding allocated, please verify that was intentional.

Cancel Save

40% Waiver Rule

A school with a schoolwide program type and poverty rate under 40% has been allocated funding. This will require filling out the waiver at the bottom of this page.

Ok

Cancel

A school for which less than 40 percent of children enrolled in the school are from low-income families may operate a schoolwide program if the school receives a waiver from NMPED.

To apply for a waiver, LEAs must submit a written request that describes the following:

- Key rationale that led to the decision to implement a schoolwide program and why a schoolwide program is necessary.
- The results of the school's Comprehensive Needs Assessment (CNA) and stakeholder consultation and how the schoolwide plan will address the school's identified needs.
- How the schoolwide program will best serve the needs of students who are most at-risk of failing while serving all students at the school.



Title I-A Rank and Serve Summary

Step 1: Determine Poverty Counts and Rank Schools

- ❑ **STEP 1A Select a poverty measure:**
 - Option A “Combo Method”
 - Option B “Direct Cert Method”
 - Option C “Multiplier Method”
 - Option D SNAP
 - Option E Medicaid
 - Option F Census or Composite Measure

- ❑ **STEP 1B Option: Secondary Schools**

Step 2: Identify Title I-Eligible Schools

- ❑ **STEP 2A Determine eligibility on an LEA-wide basis**
 - Minimum eligibility: Choose LEA poverty percentage or 35%
- ❑ **STEP 2B Serve Schools >75% Poverty (Tier 1)**
- ❑ **STEP 2C Option: Serve High-Poverty High Schools (Tier 2)**
- ❑ **STEP 2D Option: LEA-wide or Grade-Span (Tier 3)**
- ❑ **STEP 2E: Create Grade-Span Tables**
 - Determine eligibility using LEA poverty %, grade-span %, or 35%

Step 3: Allocate Funds to Eligible Schools

- ❑ **Allocate funds on a per-pupil basis, in order of poverty ranking**
 - Required: Serve all Tier 1 schools
 - Required: Serve all Tier 2 schools
 - Serve Tier 3 schools at LEA’s discretion

- ❑ **Select Title I Program: Schoolwide or Targeted Assistance**