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Federal Title I, Part A funds are allocated to districts with high percentages or high numbers of children from low-income families. In turn, districts must identify Title I schools and assign funds to those schools based on poverty percentage. Under Massachusetts’ approved No Child Left Behind (NCLB) flexibility waiver, districts may also consider school performance when funding school- and district-level supports and interventions with Title I.

The primary purpose of this guide is to provide to Title I Directors and other district staff a brief overview of the process used in selecting and allocating funds to schools for the purposes of implementing Title I programs.
Obtain the District’s Total Title I Allocation and School Accountability & Assistance Levels

- District Title I, Part A allocations: [http://www.doe.mass.edu/apa/titlei/grant-applications/](http://www.doe.mass.edu/apa/titlei/grant-applications/)

- School Accountability & Assistance Levels: [http://www.doe.mass.edu/apa/accountability/](http://www.doe.mass.edu/apa/accountability/)
Determine District-Level Reservations

Reservations not Related to Accountability

- Administrative costs
- Family engagement
- Homeless students
- Indirect costs
- Neglected & Delinquent programs
- Preschool programs
- Professional development

Required Accountability-Related Reservations

Based on the District's Accountability & Assistance Level:

- **Level 1:** No reservation required
- **Level 2:** 5 to 20%, as required by ESE
- **Level 3:** 20%
- **Levels 4 & 5:** 25%

- Reservations must fund supports and interventions that address the needs of the district's lowest achieving students in its lowest performing schools
Determine if Rank Ordering by Poverty Percentage is Needed for School-Level Funding

For districts/charter schools with only one school per grade span:

- District or Charter School has only one school per grade span
  - Yes: Rank ordering not required. All schools are eligible
  - No: Sufficient funds are available to carry out a viable program in each school
    - Yes: Serve all schools
    - No: Identify served schools and justify rationale
  - Rank ordering required. Determine poverty
Determine if Rank Ordering by Poverty Percentage is Needed for School-Level Funding

For districts/charter schools with enrollment less than 1,000 students:

1. **District or Charter School enrollment is less than 1000 students**
   - **Yes**: Rank ordering not required. All schools are eligible
     - **Yes**: Sufficient funds are available to carry out a viable program in each school
       - **Yes**: Serve all schools
       - **No**: Identify served schools and justify rationale
     - **No**: Identify served schools and justify rationale
Select the Basis for Determining Poverty

Free & Reduced Lunch Data  U.S. Census Poverty Data  Medicaid-Eligible Data  TAFDC Data

Note:
★ Poverty data may be used by itself or in combination with two or more other sources.
★ ESE preloads free & reduced price lunch data into the Title I, Part A grant application as the default source of poverty data. Districts may opt to use other sources.
Choose the Method for Qualifying Title I Schools

When possible, consider allocating funds in accordance with academic need.
Rank All Schools in Descending Order by the Percentage of Greatest Poverty

The district has one or more schools at or above 75% poverty

Yes

Sufficient funds are available to carry out a viable program at each school above 75%

No

The district has one or more schools at or above 35%

Yes

Serve as many schools above 75% poverty as possible

No

Additional funds exist

Yes

Serve all schools above 75% poverty

No

Serve all schools above 75% poverty

Yes

Additional funds exist

Yes

The district has one or more schools below 35% poverty

Yes

Qualify schools below 35% poverty

Massachusetts Department of Elementary and Secondary Education
Identify Schools Having the Greatest Need for Additional Services

For each school, consider:

- Accountability & Assistance Level
- Low-performing subgroup(s)
- Presence of additional funding (beyond Title I)
Allocate Funds to Schools

- Base school allocations on the per-pupil amounts and low-income enrollment for each school

- Include required accountability-related district-level reservations for targeted supports and interventions

**Note:**
Minimum per-pupil amounts are set for districts serving schools under 35% poverty. Districts serving only schools at or above 35% poverty can set the per-pupil amount.
Determine the Actual Per-Pupil Amount for each Title I School

- Based on each school’s total allocation divided by the number of low-income students enrolled in the school

- Per-pupil allocations must either be equal across all served schools in the district or descend in the order of poverty percentage for each served school

- School allocations must meet minimum funding requirements based on minimum per-pupil allocations and low-income enrollment
Questions?

School Improvement Grant Programs

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http://www.doe.mass.edu/apa/titlei