

District Policy for Federal Grants

PURPOSE: To establish Public Notice requirement before federal grant application is submitted (summary of the application, use of funds presented as an informational item at the local board meeting or by other means of public notice).

GUIDELINES: The LEA will establish requirements for providing public notice on annual development/application of federal grants.

PROCEDURES FOR IMPLEMENTATION:

- 1) The LEA assures that it engaged in meaningful consultation with stakeholders and gave the public an opportunity to provide input in the development of its plan for the uses of federal grant funds.
 - The LEA assures that it specifically, engaged in meaningful consultation with students; families; school and district administrators (including special education administrators); and teachers, principals, school leaders, other educators, school staff.
 - The LEA assures that it specifically, engaged in meaningful consultation with, and to the extent present in or served by the LEA tribes, civil rights organizations (including disability rights organizations).
 - The LEA assures that it engaged in meaningful consultation with stakeholders representing the interests of children with disabilities, English language learners, children experiencing homelessness, children in foster care, migrant students, children who are incarcerated, and other underserved students.
- 2) The LEA assures that its plan for the uses of federal grant funds is provided in an understandable and uniform format.
- 3) The LEA assures, to the extent practicable, the plan is written in a language that parents can understand or, if not practicable, orally translated; and, upon request by a parent who is an individual with a disability, provided in an alternative format accessible to that parent.
- 4) The LEA assures that the program schedules to this application, or a separate document containing all the information included in the program schedules, serving as the LEA's plan for the uses of federal grant funds will be posted to the LEA's website within 30 days of receiving its Notice of Grant Award.
- 5) There is a public notice requirement for all federal grant applications to be made available to the public before the LEA submits the applications to TEA. Two plans from the LEA which require public notice and comment be collected and incorporated into the plans.

- 6) The LEA must post to its website its “Safe Return to In-Person Instruction and Continuity of Services Plan” within 30 days of receiving NOGA. Before posting the plan to the LEA website, the plan will be made available for public comment and take any comments received into consideration in finalizing the plan. The plan is to be reviewed every 6 months and revised accordingly.
- 7) The LEA will use local data and comprehensive needs assessment process to determine the best uses of funds for students and staff. The LEA will plan for these funds over the entire covered period to facilitate a more comprehensive long-term approach to learning acceleration. The LEA will consider identified needs to address the impact of the COVID-19 pandemic of campuses.
- 8) LEA will maintain documentation for auditing, validation, and monitoring purposes. Auditors will request and review source documentation supporting payroll costs to determine that expenditures charged to grant funds were allowable, allocable, reasonable and necessary to meet program requirements. The LEA will need documentation to verify that program funds were obligated in compliance with fiscal, program and other applicable grant requirements.
- 9) LEA will examine short-term and/or one-time expenditures to address the identified needs caused by the pandemic (as funding is based on availability and a fiscal deficit may occur).
- 10) The LEA will, to the extent possible, purchase goods and materials produced in the United States (subawards, contracts, purchase orders).
- 11) The LEA will review all allowable/unallowable guidelines for use of funds.
- 12) The LEA will review Private School equitable service requirement.
- 13) The LEA will review Maintenance of Effort Requirement (MOE).
- 14) The LEA will review, edit, and update this policy as needed to meet regulation and guidance.

EVALUATION:

A sub-committee of the Planning Team will evaluate the policy and procedures every year.