

## 2021-2022 TITLE II CRP CREATING A WINNING BUDGET

Enter all UCOA Codes in accordance with *UCOA Guidance*.

### Budget Description

**Reserve - Choose the appropriate designation from drop down menu for each item:**

- **Administration** – Funds necessary for program implementation, including indirect costs.
- **Class-Size Reduction** – Funds reserved to reduce teacher/student ratios in the classroom.
- **Private Schools** – Funds reserved to provide Title II, Part A services to participating (in district) private schools.
- **Professional Learning** – Funds reserved to provide PD to teachers, principals, parents and other school leaders.
- **Recruitment** – Funds reserved to recruit and retain pupil services personnel.
- **Certification** – Funds reserved to assist Out-of-Area personnel to obtain the required certification for their assigned position.
- **Equitable Access** – Funds reserved for equity gap priorities.

**Note:** Any item using the Professional Learning Reserve designation **MUST** have a Professional Learning Activity Worksheet in the *Application Details, Part II: Professional Learning* section of the Title II, Part A CRP Application

**Cost Basis - Use number sentences to provide details for the request, such as:**

- item x cost = total
- (item x cost) + (item x cost) + estimated shipping = total
- hourly rate x # of hours between (duration) = total
- annual salary per contract

**Description - Indicate the position to be funded, items to be purchased or Professional Learning Activity Title (the same title should be used on the Professional Learning Activity Worksheet) AND, if applicable, where (LEA/school name)**

*Budget requests are allowable if necessary for the implementation of the Title II, Part A program, and if costs are reasonable.*

**Justification - Please describe how the request is specific to the goals of the program. Suggested format:**

This request for (list item or service) supports the goal of (list professional learning goal/need described in LEA application) by providing (describe how it is reasonable and necessary to implement the Title II, Part A program).

## Sample Budget Entries

51000	Reserve: Professional Learning	Amount: \$1,200
	Cost Basis: 32 hours x 1 teacher x \$35/hr.	
	Description: Stipend for Responsive Classroom Training	
	Justification: This request supports goal of improving school culture by providing the necessary training to the district trainer to maintain certification and support the social emotional growth of students across K-5 classrooms.	
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53000	Reserve: Private Schools	Amount: \$1,000
	Cost Basis: 1 day training fee @ \$1,000/day	
	Description: CPR and First Aid Training for all staff – St. Matthews	
	Justification: This request supports private school improving safety response and school climate in case of emergencies.	
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53000	Reserve: Professional Learning	Amount: \$2,500
	Cost Basis: 1 week x \$2500 x 1 teacher	
	Description: Responsive Classroom Certification Program	
	Justification: This request supports the goal of improving school culture by providing the necessary training to the district trainer to maintain certification and support the social emotional growth of students across K-5 classrooms.	
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51000	Reserve: Equitable Access	Amount: \$80,000
	Cost Basis: Salary of \$80,000 per CBA	
	Description: Personalized Learning Instructional Coach	
	Justification: This request supports district goal to provide teachers with practice and pedagogical strategies/coaching to implement student-centered instruction in the classroom to close achievement gaps. Position provides Title II approved PD and coaching to district teachers/staff	