



TITLE I, PART D: NEGLECTED AND DELINQUENT PROGRAMS
Guidance on Allowable and Unallowable Expenditures

Below is a sample list of allowable and unallowable expenditures to support Title I, Part D program planning activities. All allowable expenditures are not limited to the listing below:

Allowable Expenditures	Unallowable Expenditures
<p>Teachers, assistants and/or other staff providing supplemental instruction/services for the Title I, Part D Neglected and Delinquent program (N&D) may include:</p> <ul style="list-style-type: none"> ○ Teacher for supplemental instruction ○ All N&D funded staff must be appropriately certified ○ Guidance counselor for N&D students (Supplemental) ○ Social workers for N&D students (Supplemental) ○ Career and technical educational instruction (Vocational) ○ Tutors ○ Transition coordinator and transition staff ○ Substitutes for allowable positions ○ Teacher assistant under the supervision of a teacher ○ Teacher aids (providing non-instructional duties) ○ Data management staff (N&D focused) ○ Secretary and/or clerical position (N&D focused duties only) ○ Reasonable benefits costs (per usual district policies) proportionately linked with cost related to the provision of ongoing, sustained professional development (PD) ○ Professional development opportunities for individuals that work with N&D students ○ Conference fees, travel and hotel costs, meal reimbursements, and mileage reimbursements that adhere to state and federal travel guidelines. ○ Stipends for N&D program staff attending appropriate professional development ○ Educational Consultants 	<p>Staff not providing supplemental instruction or transitional services. Expenditures may not include:</p> <ul style="list-style-type: none"> ○ Teachers providing core instruction ○ Base pay of principals ○ Special education related services (OT, PT, Speech) ○ Secretary and/or clerical position (with agency/facility focused duties) ○ Teacher assistant, when they are not performing duties that are under the supervision of a teacher ○ Correctional/security officers (with agency/facility focused duties) ○ Benefits for any core or NON-N&D position <p>• Professional Development:</p> <ul style="list-style-type: none"> ○ Professional development not related to the N&D program ○ Professional development for NON-N&D staff or instructors ○ Single day stand-alone conferences <p>• Supplies, materials and equipment:</p> <ul style="list-style-type: none"> ○ Supplies and equipment for classes, activities and staff not paid with N&D funds, even if they work with N&D students at that time ○ Equipment for administration or business staff ○ Security monitoring equipment/software ○ Textbooks ○ Core reading series ○ Permanent structural items



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| <ul style="list-style-type: none">○ Materials, supplies, and equipment for use in N&D program PD sessions that are reasonable and necessary to carry out PD.• Transition Services:<ul style="list-style-type: none">○ Transition coordinator/transition staff for intake/discharge processes○ Transitional services needed to ensure a successful transition of a student into, through and from the facility to further education or employment○ Vocational instruction○ Career and technical educational instruction (Vocational)○ Career counseling• Supplies, materials and equipment that supplement the N&D program:<ul style="list-style-type: none">○ Materials, supplies, and equipment directly related and used by students and approved N&D staff, aligned with program goals (laptops, Smartboards, iPads, copiers, printers, etc.).○ Computers for use by Title I students: ▪ All equipment must be inventoried and include the acquisition cost and date, item description, serial number, funding source, and item location○ Classroom libraries○ Minor classroom setting remodeling, which can include paint, carpeting, dividers• Other:<ul style="list-style-type: none">○ Academic intervention services○ Workbooks○ Software Licenses○ Diagnostic tests -FOR ON-GOING ASSESSMENT ONLY.○ Materials, light refreshments, etc. for parent/family engagement activities.○ Transporting parents/family members to meetings○ After school and summer programs (non-credit bearing)○ Transportation for N&D students to attend N&D program activities | <ul style="list-style-type: none">• Travel:<ul style="list-style-type: none">○ Not related to the N&D program○ Travel for NON-N&D staff or instructors not involved with the N&D program• Other:<ul style="list-style-type: none">○ Credit-bearing after school and summer programs○ Standardized screening tests to determine student eligibility○ Fees, registration, and dues for non-allowable N&D activities/expenses such as, but not limited to:<ul style="list-style-type: none">▪ YMCA/ YWCA memberships,▪ mobile phone contracts,▪ cable service,▪ internet provider service,▪ Costs not related to N&D supplemental activities |
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