

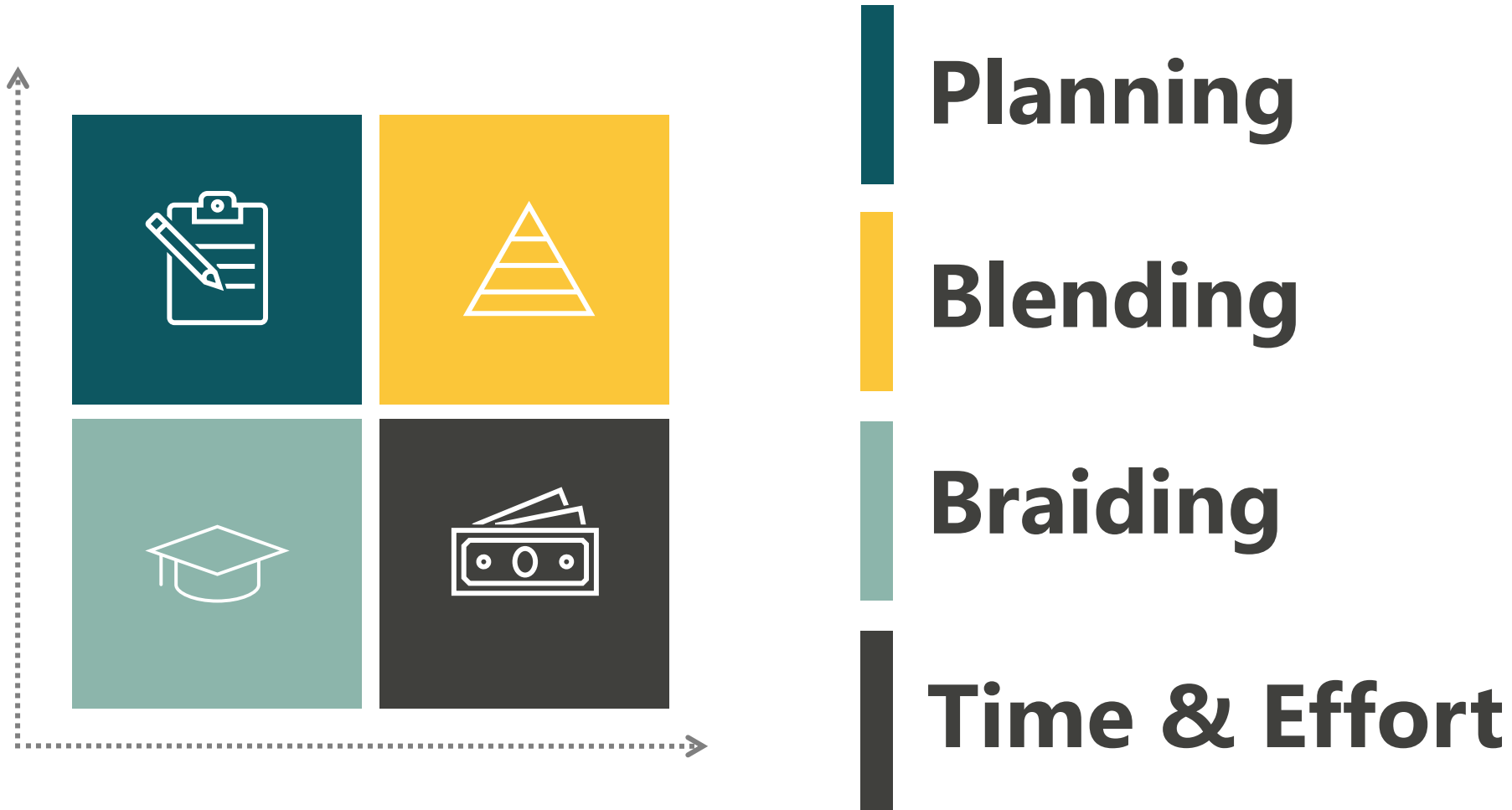
Blending & Braiding Funds to Support Balanced Calendar Efforts

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Blending & Braiding Funds





Planning

Identifying Needs & Resources

Planning the Intersession Periods

- **Comprehensive Needs Assessment**

- To identify the **needs of the students** most at risk of not succeeding in school.
- Identify the **available resources** in the school.
- Use this to develop a plan to address the students' needs.
- Required by: LAP; Title I, Part A; School Improvement; etc..

- **All Intersession activities are “supplemental”**

- Intersession = after school, summer school, extended learning

- All Federal Title funds are available for supplemental supports for struggling students.



Braiding or Blending



Braiding: Coordinating multiple funding sources to support district initiatives. Activities are allowable according to each funding source's rules and those funds continue to keep their identity.



Blending: Combining multiple funding sources into one, according to the applicable blending rules. Funds lose their identity and gain additional flexibility.



Maximizing Fund Flexibilities (Blending)
Transferring or Consolidating Funds

Transferring Funds (at the district-level)

- Moving the funds from **Title II** or **Title IV, Part A** into another program.
- Funds lose their “character” and now follow all the rules under the receiving program.
 - For example, if a district chooses to transfer their Title II funds into Title I, Part A, those Title II funds *become* Title I, Part A funds and follow Title I, Part A rules.
- Increases the ability to fund district priorities.
- Reduces OSPI paperwork if funds are transferred, including application forms, budget revisions, and end of year reporting.
- In general Title I, Part A is the most flexible. (remember 15% carryover limit)



Consolidating Funds (Title I Schoolwide)

- *Title I, Part A schools* can consolidate federal and state funds within a **Schoolwide Program**
- These funds are combined into one pool of funds so that they **no longer need to follow most program-specific allowability rules**, except that the “**intent and purpose**” of the funds must be met.
- All funds that are consolidated in the schoolwide program become “schoolwide” funds and can be used to support the needs of the students as indicated in the Schoolwide Plan.
 - *We recommend using a **Schoolwide subcode for internal fiscal tracking purposes.***

Consolidating vs. Not Consolidating

Not Consolidated		
Program	Funds	Activities
Title I, Part A	79,236	T1 Interventions
School Improvement	26,668	PD
LAP	38,060	LAP Interventions
Basic Ed	1,229,989	Basic Ed
Total	1,373,953	

Consolidated		
Program	Funds	Activities
Title I, Part A	642,334	Schoolwide Plan
School Improvement	26,668	Schoolwide Plan
LAP	38,060	Schoolwide Plan
Basic Ed	1,229,989	Basic Ed & SW
Total	1,373,953	

Consolidating funds will allow the school to combine funds from multiple buckets into one larger pool of funds to pay for the Schoolwide plan activities. Rather than using smaller buckets of funds to pay for activities, trying to make the needs align with the funding amount. Use a larger pool of funds and **let the needs determine where the funds go.**

Available funds that can be consolidated as part of a Schoolwide Plan

- Basic Ed
- Title I, Part A
- Learning Assistance Program (LAP)
- School Improvement (Comprehensive and Targeted Supports)
- *Title I, Part C
- Title II, Part A
- Title III, Part A
- Title IV, Part A
- *IDEA, Part B
- *IDEA, Part B Coordinated Early Intervening Services (CEIS)
- Title V, Part B, Rural Education Initiative
- *Any funding source ED oversees can be combined. See the [Title I, Part A Fiscal Handbook](#) pg. 22 for more information*

*While these are allowable, you should check with the programs to ensure appropriate implementation.



State Funds Excluded from Consolidation

The state funds listed below **cannot** be consolidation in a Title I Schoolwide Program and must follow the eligible students.

- Transitional Bilingual Instructional Program
- State Special Education
- State Highly Capable
- Early Childhood Education and Assistance Program (ECEAP)

However, these funding sources and programs should be integrated into your student supports. In other words, coordinated or braided.



Coordinating Programs & Funds (Braiding)

Coordinating Funding Sources

efficiently implement & fund the needs of a school or district

[Unlocking Federal and State Program Funds](#) guidance document

- Looking for funding sources to pay for literacy interventions during the intersession?

See page 47

- Teacher/Student intersession materials? See page 23
- Professional development for behavior or academic interventions? See page 36

School Level Activities	Title I, Part A	School Improvement	Title I, Part C Migrant Ed	Title II, Part A	Title III	Title IV, Part A	LAP	IDEA, Part B	IDEA, CEIS	BEST	TPEP
Purchasing effective instructional materials, including intervention materials for students who struggle.	X	X	X		X		X	X	X		
Staff or educator mentoring and coaching.	X	X		X	X		X	X	X	X	
Professional development on effective instructional practices for staff or educator, and principals (including stipends to teachers for participating in professional development and release time).	X	X	X	X	X		X	X	X	X	X
Academic interventionists to work with students to improve the academic achievement of learners who struggle.	X	X	X				X	X	X		



Time and Effort

What is Time and Effort?

- All salaries and wages charged to federal awards must be based on records that accurately reflect the work performed. Uniform Grant Guidance requires that documentation be supported by a system of internal control which provides reasonable assurance the charges are accurate, allowable, and properly allocated. (Code of Federal Regulations (CFR) 200.430)
- Time and effort reports should be prepared by all certificated and classified staff with salary and benefits that are charged:
 - Directly to a federal award.
 - Directly to multiple federal awards.
 - Directly to any combination of a federal award and other federal, state or local fund sources.



Time and Effort-Consolidated Funds

- A semi-annual certification can be used for those employees who work solely on programs included in the schoolwide program and who are charged only to revenue sources that have been combined in a schoolwide plan.
- These employees can be grouped together on one semi-annual certification that the supervisor dates/signs timely, after the work has been performed. Be sure it indicates the building name so it can be identified as a schoolwide building.
- For staff charged in part to a schoolwide program and in part to a cost objective outside of the schoolwide program, monthly personnel activity reports (PARs) are required.



Time and Effort-Braiding Funds

Monthly PARs (personnel activity reports) are used when braiding federal (and non-federal) funds. The form must:

- Certify the employee worked on multiple activities related to more than one cost objective for a specified period of time, identify the cost objectives, and specify the reporting period covered (generally from beginning to end of month) which must coincide with one or more pay periods.
- Be signed and dated by the employee. (For internal control purposes, we encourage a supervisor with first-hand knowledge of the work performed also sign the PAR.)
- Be completed timely and at least monthly, after the work has been completed.
- Reflect the actual work done by the employee with all cost objectives clearly identified.
- Account for the total activity for which the employee is compensated, including both federal and nonfederal activities.



Time and Effort-Common Issues

- Time charged based on budgeted amount rather than actual time worked on each activity.
- No dates by the employee/supervisor signature.
- Not signed/dated timely.
- Completed prior to work being completed.
- Did not clearly identify ALL programs the employee worked on.
- Did not include the time period worked.
- Incorrect type of certification (monthly vs semi-annual) was used or none was prepared.
- LEA was not on the list of fixed schedule or substitute time and effort plans approved by OSPI.

Time and Effort bulletin and attachments: [Tools and Forms \(ospi.k12.wa.us\)](https://ospi.k12.wa.us)

Questions? E-mail: amy.harris@k12.wa.us





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