



BCS Federal Programs Non-Public/Private Schools

Title I Allowable Expenditures

Title I- Part A funds are to be used to supplement the school's educational program. These funds are meant to improve the educational opportunity for students. Common uses can include hiring additional staff, providing training for school staff, purchasing computer equipment or other instructional materials, or operating after-school or summer programs. Title I funds **MUST** be consistent with the school educational plan as outlined in each school's Equitable Services Agreement. When determining if expenditures are appropriate, ask the following questions:

- How does this expenditure directly support student achievement?
- How does this expenditure directly support staff professional development?
- How does this expenditure increase the participation of parents in school activities or assist parents to support student achievement?

The Birmingham City School District follows expenditure guidelines for federal programs as set forth in Office of Management and Budget's Uniform Grant Guidance (OMB) Circular A-87. It adheres to a standard that all expenditures must be reasonable, ordinary and necessary in order for a cost to be allowable. The attached chart provides a partial listing of expenditure purposes for which schools have requested guidance in the past under Title I guidelines. If you are unsure that a proposed expenditure meets Title I or District guidelines, please contact our office for additional assistance.

REFERENCE GUIDE TO ALLOWABLE TITLE I EXPENDITURES

Expenditure Type	Allowable	Allowable with Prior Approval	Not Allowable	Reasonable and Necessary
Advertising – Brochures informing parents of school achievement, rules, regulations, etc. for Title I Students	X			
Alcohol beverages.			X	
Appliances (stoves, refrigerators, microwaves, etc.).			X	
Athletics/Athletic Awards/Yearbooks.			X	
Attendance Programs aligned to the Needs Assessment and Equitable Services	X			
Audio/Visual Equipment (Must be mobile & less than \$5000 per unit price)	X			X
Banquets/Award Programs/Carnivals/ Luncheons/Brunches/Parties/Picnics.			X	
Bereavement or congratulatory cards, flowers or gifts.			X	
Building Supplies/Repairs/Modifications.			X	
Childcare to allow parents to attend Parent Meetings and trainings			X	
Culture and Climate interventions (e.g. Anti-bullying strategies, positive behavior interventions and support)	X			
Computers – Classroom/Student use only.		X		X
Student Educational Services (Service providers who work with students) -e.g. Better Basics,	X			
Copiers, postage meters or other office equipment.			X	
Counseling, school-based mental health programs for Identified Students	X			
Decorations/Flowers.			X	
English Learner evidenced-based strategies to accelerate the acquisition of content knowledge of EL students	X			
Employee incentive or recognition gifts.			X	

Expenditure Type	Allowable	Allowable with Prior Approval	Not Allowable	Reasonable and Necessary
Equipment, materials, and training needed to compile and analyze student achievement data to monitor progress, alert the school to struggling students, and drive decision making	X			
Field Trips – Educational in nature only. No over-night trips. No amusement or water parks.		X		X
Home theater systems.			X	
Food for staff activities (Conference Meal Reimbursement) – Only if the training runs over a normal meal time and was longer than 3 hours.		X		
Food for parent trainings			X	
Fund Raiser Support – No food, door prizes, equipment or other materials for fundraisers.			X	
Furniture			X	
Gasoline– Employees are reimbursed for these costs only through car allowance or mileage.			X	
Gift Certificates/Gift Cards.			X	
Graduation activities/materials.			X	
Incentives or rewards for students or parents.			X	
Instructional materials (additional or supplemental textbooks, not to purchase the adopted textbooks).	X			
Instructional coaches to provide high-quality, school based professional development	X			
Instructional Equipment e.g. poster makers	X			X
Instructional Software	X			
Library/Media Books, Instructional magazines, Periodicals	X			
Licenses for software or curriculum used by school (Example = Renaissance Learning)	X			
Lodging and per-diem – Follow District guidelines. No hotels for conferences or trainings when not reasonable or necessary (Refer to District guidelines).		X		X

Expenditure Type	Allowable	Allowable with Prior Approval	Not Allowable	Reasonable and Necessary
Mailings – Information to parents.	X			
Mentoring Programs	X			
Non -classroom furniture.			X	
Parking – reimbursed for approved, permissible Professional Development travel; Refrain from using Valet Parking		X		X
Parent Coordinator		X		
Parent training or educational services.	X			
Parent Recognition Luncheon.			X	
Parent-Student Dinner/Parent-Staff Dinners.			X	
Per-diem – Follow District guidelines		X		
Physical Education materials and supplies that directly impact student achievement	X			
Professional Development – must be aligned to school’s Equitable Services Agreement & BCS District Initiatives		X		X
Raffles/Door prizes.			X	
Conference Registration Fees		X		
Response-to-intervention strategies intended to allow for early identification of students with learning or behavioral needs and to provide a tiered response	X			
Staff Retreats-Must follow guidelines set forth by the district		X		X
Student ID equipment or any equipment that does not directly support student achievement			X	
Student incentives – cash or gifts			X	
School Supplies – Educational supplies, including replacement and special program textbooks and teacher guides.	X			
Televisions-instructional purposes only (should be limited due to interactive boards in some classrooms)		X		X

Expenditure Type	Allowable	Allowable with Prior Approval	Not Allowable	Reasonable and Necessary
Theater Systems/Auditorium installations.			X	
Travel: School employees or Title I parents only. Follow District guidelines. Only costs directly associated with the permissible, approved travel will be reimbursed. <i>No costs for tours or souvenirs offered by the event will be reimbursed.</i>	X			
Tutoring (Before / After School, Saturday School, Summer Programs)	X			
Transportation for parents.			X	
Transportation for student educational fieldtrips	X			
T-shirts/Book bags/Baseball caps, athletic uniforms or other school “spirit” apparel with school or District logos			X	
Water coolers/Water systems.			X	

Remember this is a **partial listing. If you are not sure about an expenditure, please call our office before making a purchase.**

All purchases and any travel paid for with Federal Funds must have prior approval.

Capitalized Equipment \$5,000.00 or more must be pre-approved by ALSDE. Please contact Federal Programs prior to ordering.