

**Title I, Part D, Subpart 1 (TIPD) FY 2018  
State Agency (SA) Program Plan**

**STATE AGENCY NAME:** \_\_\_\_\_

Complete a narrative that responds to each of the following questions. Upload the narrative to your online application at the Title I Part D, Subpart 1 – State Agencies “Program Specific” tab.

**A. PROGRAM OVERVIEW**

1. Describe the annual program planning process, including the method for determining TIPD program sites. Include the titles of staff at the SA, Office of Education and site level who are involved in this process.
2. Who at the SA, Office of Education is responsible for TIPD program oversight and compliance? State title(s) and name(s) for FY18.
3. List each site where TIPD program activities will be implemented. Indicate which, if any are Institution-Wide (IW) programs.

**B. NON-INSTITUTION WIDE PROJECTS ONLY**

1. Describe the procedures for assessing the educational needs of students to be served with TIPD funds, how they are identified as failing, or most at-risk of failing to meet the State’s challenging academic standards.
2. Describe how the program will meet the goals and objectives of the State plan.
3. Describe how the programs will be coordinated with other appropriate State and Federal programs, such as programs under Title I of the Workforce Innovation and Opportunity Act, career and technical education programs, State and local dropout prevention programs, and special education programs.
4. Describe how sites will coordinate the sharing of appropriate academic records with school districts or other educational settings in order to facilitate the transition of such children and youth. Who at the SA is responsible for compliance?
5. Describe how appropriate professional development will be provided to teachers and other staff.
6. Indicate who will be responsible for issues relating to the transition of children and youth between the facility or institution and the LEA.
7. Describe how the SA endeavors to coordinate with businesses for training and mentoring for participating TIPD students, as applicable.

8. Describe how you are collecting academic achievement data in Reading and Math on admission and at 90 days post-admission to meet the evaluation requirement.
9. Describe additional services to be provided to children and youth, such as career counseling, distance learning, and assistance in securing student loans and grants.
10. Describe, to the extent feasible, how you will note when a youth has come in contact with both the child welfare and juvenile justice systems.
11. Describe, to the extent feasible, how you will deliver services and interventions designed to keep students in school that are evidence based.

**C. INSTITUTION-WIDE PROJECTS - Juvenile Justice Commission and Department of Children and Families Only**

If TIPD funds are used to serve all students and upgrade the overall educational program at any individual site, a site-specific plan addressing each of the components below must be provided for each IW site.

1. Describe the comprehensive assessment of the educational needs of all students in the institution, including the measures and procedures that will be used to assess student progress.
2. Describe the steps the SA has taken or will take to provide all students with the opportunity to meet challenging State academic content standards and student academic achievement standards in order to improve the likelihood that the children and youth will complete secondary school, attain a secondary diploma or its recognized equivalent, or find employment after leaving the institution.
3. Describe the instructional program, pupil services, and procedures that will be used to meet the needs of all children and youth including, to the extent feasible, the provision of mentors.
4. Describe how relevant and appropriate academic records and plans regarding the continuation of educational services for such children and youth are shared jointly between the SA operating the institution or program and local education agency in order to facilitate the transition of such children and youth between the local education agency and SA.
5. Describe how TIPD funds will be used, including staff, list percentage of FTE.
6. Describe the measures and procedures that will be used to assess and improve student achievement.
7. Describe how the SA will consult with experts and provide necessary training for appropriate staff, to ensure that planning and operation of IW projects are of high quality.
8. Describe how the SA has planned and will implement and evaluate the IW project in consultation with personnel providing direct instructional services and support services.

9. Describe the training that will be provided for teachers and other institutional and administrative personnel to enable such personnel to carry out the project effectively.

#### **D. BUDGET**

1. **Narrative.** Provide a budget narrative describing major line item expenditures for each site, e.g., instructional salaries, supplies, educational consultants, equipment.
2. **Staff.** Provide a list of all staff to be funded under TIPD. Include SA, Office of Education staff. Note location, title, amount of funding proposed for each.
3. **Mandatory Transition Set-Aside.** Describe the transition services that will be provided with the mandated set-aside of not less than 15% and not more than 30% of total TIPD funds awarded. Include the total amount of the transition set-aside, pursuant to ESSA Sec. 1418(a), for 1) transition between institutions and schools; or 2) successful reentry of youth age 20 or younger who have received a regular high school diploma or its equivalent.
4. **Transition Services by Site.** Specify transition services to be offered by site for both transition projects Sec. 1418(a)(1) and successful reentry Sec. 1418(a)(2) e.g., individual case management, transition planning, interpersonal/life skills training, vocational counseling, intervention strategies to reduce recidivism, and post-release linking to community resources and followup. Include budget breakdown.

#### **E. CONTACT INFORMATION**

Provide the contact name, email and phone number for questions in regard to this TIPD program plan.