

## Federal and/or State Funded Special Instructional Programs

The district will participate in those special programs that are funded by state and/or federal government for which a local need can be defined and for which a local program would be developed if funds were available. Applications may include, but are not limited to, programs for highly capable, remedial, and minority students.

Pursuant to federal law, school districts receiving Title I funds to provide educational services to students must do so in accordance with Title I. It is the Board's intent that Title I funds will be used efficiently and effectively to benefit the academic opportunities and progress of students in School-wide or Targeted Assistance Programs.

Title I funds will be used to provide educational services that are in addition to the regular services provided for district students. By adoption of this policy, the board ensures equivalence among schools in teachers, administrators, and auxiliary personnel, and equivalence in the provision of curriculum materials and supplies.

The superintendent or designee will adopt procedures to ensure that planning, implementation, and evaluation phases of a special program comply with the rules and regulations of the funding agency.

Cross Reference: 2190 – Highly Capable Programs  
2108 – Learning Assistance Programs

Legal References: RCW 28A.300.070 Receipt of federal funds for school purposes —  
Superintendent of public instruction to administer  
20 U.S.C. 6321(c) Comparability of services

**Adoption Date: 02.09.99**  
**Washougal School District**  
**Revised: 10.12.10; 04.23.13**

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Applications for special funds and/or categorical grants will be based upon the needs of the students, staff, or facilities within the district. Such applications may be related to the program needs of a particular building or the district as a whole. Each proposal for special funding and/or categorical grant should address the following points:

- A. **Needs:** The proposal should supply hard data, and succinctly identify and/or document the specific needs that are to be addressed;
- B. **Objectives:** The stated needs should be converted into objectives answering what the project hopes to accomplish;
- C. **Procedures:** The action plan should be presented answering how the objectives will be accomplished; and
- D. **Evaluation:** The evaluation plan should identify the kind of data to be collected along with identifying who should collect the data.

The proposal should also include a tentative budget that identifies proposed expenditures and revenues. A timeline should also be included, which shows the submission date deadline, funding agency approval date, and the project status report dates. The proposal writer must identify any obligations that the district will incur as a result of securing a grant award.

The principal or designee must approve the proposal before submission to the district office. Proposals should be submitted to the superintendent or designee at least two weeks prior to submission to the board.

When a project is approved, the business office will be given a copy of the grant award notice and will establish the appropriate accounting procedures for operating the special program.