

2024-2025

ALLOTMENT POLICY MANUAL

State Formulas



**PUBLIC SCHOOLS OF NORTH CAROLINA
STATE BOARD OF EDUCATION
DEPARTMENT OF PUBLIC INSTRUCTION
FINANCIAL AND BUSINESS SERVICES
DIVISION OF SCHOOL BUSINESS**



www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/allotments--funding-public-school-units

HURRICANE RELIEF AND RECOVERY (PRC 0230)

PROGRAM REPORT CODE: 0230
UNIFORM CHART OF ACCOUNTS CODE: XXXX-0230-XXX
STATUTORY REFERENCE: [SL 2024-51](#)
[SL 2024-53](#)

TYPE: Dollars
TERM: July 1 - June 30
PURPOSE: Provides funding to support PSUs impacted by Hurricane Helene.

ELIGIBILITY: Each PSU located in a county declared as a Hurricane Helene Disaster Area. To be eligible for funding related to school nutrition the PSU is required to participate in the National School Lunch Program or School Breakfast Program.

FORMULA:

- A. Funds to compensate school nutrition employees and contracted personnel for scheduled missed instructional days shall be allocated to eligible PSUs based on an estimate of a daily salary and benefits and the anticipated missed instructional days, not to exceed maximum days per law.
- B. Funds for mental health services, including telehealth and contracted services shall be allocated at \$30,000 to each eligible PSU and the remaining funds distributed on the basis of allotted average daily membership.
- C. For equipment, supplies and food loss: Reimbursement request from eligible public schools, supported by invoices and other documentation.
- D. For technology funds: Reimbursement request from eligible public schools, supported by invoices and other documentation.

SPECIAL PROVISIONS:

- 1) No ABC transfers will be allowed to or from this allotment. No transfers to PRC037 for restart schools.
- 2) A recipient of Hurricane Relief funds under this PRC shall use best efforts and take all reasonable steps to obtain alternative funds that cover the losses or needs for which the State funds are provided, including funds from insurance policies in effect and available federal aid. For non-State entities this provision includes seeking private donations to cover the losses or needs.

- 3) No funds shall be provided for losses reimbursed through insurance or other entities e.g., FEMA, Red Cross, private donations etc. Any state funds expended from this allotment for items eligible for alternative funding sources (FEMA, Red Cross, etc.) must be reimbursed upon receipt of alternative funding sources.
- 4) Related to school nutrition compensation.
 - a) Funds shall only be expended for salary and benefits to school employees and the cost of contracted personnel in eligible PSUs funded from the school nutrition fund, funded by school meal/snack receipts or federal reimbursement.
 - b) Funds shall be used only for allowable costs for scheduled instructional days deemed completed that are not made up later in the year.
 - c) If eligible PSUs compensate the eligible employees from other sources prior to receiving the allocation, it is permissible to reimburse for the costs.
 - d) Funds revert if the funds allotted to the PSU are in excess of the salary and benefits paid to eligible employees.
 - e) Eligible PSUs that received insufficient funds to meet the needs of the salary and benefits of eligible employees may request additional funds from reverted funds, if available.

Request for Additional Funds

The eligible PSU must send a written request, no later than November 30, 2024, to the Department of Public Instruction, Office of School Business Services, stating the amount required.

Request Processing

DPI shall allocate additional funds to eligible PSUs which requested, based on funds available and economic need. Economic need shall be determined based on:

- Public schools in a major disaster declaration determined by the President of the United States.
- The number of instructional days missed due to Hurricane Helene.
- Low wealth percentage.

- 4) Related to Mental Health
 - a) Funds may be used for contracting with community partners, hiring or contracting for services of school health personnel, as defined in G.S.115C-316.2, or hiring or contracting licensed mental health professionals.
- 5) Related to Technology Funds
 - a) Funds shall be prioritized to reimburse eligible PSUs to replace student and teacher devices.

Added November 7, 2024

TEACHER ASSISTANT TUITION REIMBURSEMENT GRANT PROGRAM (PRC 0066)

PROGRAM REPORT CODE: 0066
UNIFORM CHART OF ACCOUNTS CODE: 5XXX-0066-XXX
STATUTORY REFERENCE: G.S.115C-269.31
[SL 2018-5, Section 7.21](#)
[SL 2023-134, Section 7.44](#)

TYPE: Dollars
TERM: July 1 - June 30
PURPOSE: Provides tuition assistance awards to part-time or full-time teacher assistants working in ~~participating~~ local school administrative units to pursue a college degree that will result in teacher licensure
ELIGIBILITY: All LEAs are eligible to may apply. ~~and~~ DPI shall prioritize the grants ~~in~~ awarded to LEAs according to the following order:
(1) LEAs which received funds in the Teacher Assistant Tuition Reimbursement Program in SL.2018-5 Section 7.21
(2) LEAs receiving Low Wealth Supplemental Funds
(3) All other LEAs
FORMULA: Within funds available, LEAs which are legislated under the “Turning TAs in to Teachers Pilot shall select teacher assistants to receive up to \$4,600 per fiscal year for each assistant, representing annual tuition for the program.

SPECIAL PROVISION:

- 1) Tuition assistance awards under the program may be provided for part-time or full-time coursework toward a college degree that will result in teacher licensure.
- 2) A participating LEA may grant a teacher assistant academic leave to pursue coursework that may only be taken during working hours.
- 3) A teacher assistant receiving an award under the program shall fulfill the student teaching requirements of an educator preparation program by working in the teacher assistant’s employing LEA.
- 4) A teacher assistant shall continue to receive salary and benefits while student teaching in the LEA.
- 5) Each participating LEA ~~may select up to 5 teacher assistants to~~ may receive an award of

- up to \$4,600 per each fiscal year for a period of up to four years.
- 6) Participating LEAs must give priority for awards to teacher assistants who received a tuition assistance award for the previous academic year and who is making satisfactory academic progress toward achieving teacher licensure.
 - 7) ~~The local board of education for a participating LEA must~~ DPI shall establish criteria for the application and selection of teacher assistants to receive tuition assistance awards.
 - 8) Funds provided for the Teacher Assistant Tuition Reimbursement Program are restricted to use for TA tuition reimbursement and shall revert if not expended for the program. Funds may not be used to pay salary or other expenses for teacher assistants.
 - 9) Funds may not be transferred into or out of this category.

Updated November 7, 2024