

2023-2024

ALLOTMENT POLICY MANUAL



**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

LEA DIRECT PURCHASE OF REPLACEMENT SCHOOL BUSES (PRC 057)

PROGRAM REPORT CODE: 057
UNIFORM CHART OF ACCOUNTS CODE: 6XXX-057-551
STATUTORY REFERENCE: [SL 2009-451, Section 7.5](#)
[GS 115C-249](#)

TYPE: Dollars
TERM: July 1 - June 30
PURPOSE: Provides funding for the state school bus replacement program. The purpose of this funding is to allow for direct procurement of replacement school buses by the LEA especially in circumstances when the LEA has additional sources of funding to offset the cost to the State (e.g. grants for electric or propane powertrain school buses)
ELIGIBILITY: Each LEA is entitled to funding.
FORMULA: 1) Funds are allotted to replace vehicles based on age, mileage, condition, and other criteria as outlined in G.S. 115C-249.

SPECIAL PROVISIONS:

- 1) Per [16 NCAC 06B .0112](#) in relevant part “*Local education agencies shall purchase school buses from the statewide term contracts approved by the Secretary of Administration under G.S. 143-49*”
- 2) Specific authorization must be received by the LEA from DPI indicating the bus which is to be replaced and the amount of state funds which may be used for that purpose.
- 3) LEAs shall use the funds to pay the partial or complete cost of a new replacement school bus and for no other purpose.
- 4) For buses partially funded by school bus replacement funds, additional costs are the responsibility of the LEA.
- 5) Funds cannot be transferred in to or out of this PRC.

LEA FINANCED PURCHASE OF ~~REPLACEMENT~~ SCHOOL BUSES (PRC 120)

PROGRAM REPORT CODE: 120
UNIFORM CHART OF ACCOUNTS CODE: 6XXX-120-551
STATUTORY REFERENCE: [SL 2009-451, Section 7.5](#)
[GS 115C-528](#)
[GS 115C-249](#)

TYPE: Dollars
TERM: July 1 - June 30
PURPOSE: Provides funding for the state school bus replacement program.
School buses replaced as part of this allotment are financed by the LEAs through a master financing agreement.
ELIGIBILITY: Each LEA is entitled to funding.
FORMULA: 1) Funds are allotted to replace ~~vehicles-school buses~~ based on age and mileage of the vehicles-, mileage, and condition of the buses in addition to other criteria as outlined in G.S. 115C-249.
2) The initial allotment shall consist of one ~~third-fourth~~ of the total to be allotted.allotment. The remaining three allotments shall be made in intervals-increments of one ~~third-fourth~~ of the total allotment in subsequent yearsover a period of time not to exceed three additional fiscal years.
3) DPI will issue ~~checks-payment on the LEA's behalf~~ in the amount of the allotted funds-one fourth of the total financed coston the LEA's behalf for the each installment payment.

SPECIAL PROVISION:

- 1) LEAs must purchase ~~the replacement~~ buses only from the State Term Contract for school buses, and in quantities and configurations approved by DPI Transportation Services in accordance with policy TRAN-005. vendors selected by the State Board of Education and on terms approved by the State Board of Education.
- 2) LEAs must use the funds only to make payments on a financing contract entered into pursuant to [GS 115C-528](#) (see Formula #3 above). Funds cannot be transferred in or out of this PRC.
- 3) Per 16 NCAC 06B .0112 in relevant part "Local education agencies shall purchase school buses from the statewide term contracts approved by the Secretary of Administration under G.S. 143-49"

4) The total of all PRC 120 allotments related to a school bus will total the purchase price in order to align with LEA procurement documents while the total payments on behalf of the LEA will include financing charges.

FY 2023-2024
ALLOTMENT POLICY MANUAL
Federal Grant Programs

**PUBLIC SCHOOLS OF NORTH CAROLINA
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CDC: IMPROVING HEALTH, ACADEMIC ACHIEVEMENT, AND WELL-BEING OF STUDENTS (PRC 059)

PROGRAM REPORT CODE: 059
UNIFORM CHART OF ACCOUNTS CODE: XXXX-059-XXX
CFDA #: 93.981

TYPE: Dollars
TERM: Up to 60 months ending June 30, 2028
PURPOSE: Provides funding to assist the participating PSU with providing professional education and technical assistance to support implementation of evidence-based school health guidance, strategies, tools, and resources to promote equity and improve health, academic achievement, and well-being of students. The program includes supporting a priority PSU and corresponding schools, including out-of-school programs, to improve chronic disease management, increase opportunities for physical activity, and improve nutrition environment and services.
ELIGIBILITY: The Federal grant application requires the agency to select a partner PSU that meets high priority district criteria in the grant. The PSU must agree to collaborate with this program and focus efforts is at least 75% of their schools.
FORMULA: Funding will be distributed based on the amounts included for the participating PSU, as approved in the federal grant award. The PSU is awarded at least one-third of the total grant award.

SPECIAL PROVISION:

- 1) The participating PSU is required to sign an MOU with NCDPI outlining grant requirements, including compliance with reporting and programmatic guidelines.
- 2) Funds must be obligated by June 30th of Year 5 and liquidated within 90 days of that date.
- 3) Program funds may be used for recruitment and retention for district-level personnel. Examples include payment of base salaries, salary increases, salary supplements, retention incentives, employee travel, professional development, and essential supplies.
- 4) The PSU will be considered noncompliant if they are non-responsive to grant requirements and reporting or receptive to addressing challenges related to their capacity to meet requirements. Non-compliance may lead to future allotments being terminated and allotted to another district.

2020-2024

ALLOTMENT POLICY MANUAL

Funds Related to Coronavirus/COVID-19



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CARES ACT -- GEER I – SPECIALIZED INSTRUCTIONAL SUPPORT PERSONNEL FOR COVID-19 RESPONSE (PRC 169)

PROGRAM REPORT CODE: 169
UNIFORM CHART OF ACCOUNTS CODE: 3-XXXX-169-XXX
CFDA: 84.425C

TYPE: Dollars
TERM: Funds are available through September 30, 2022

Late Liquidation Extension granted until March 1, 2024, for select redistribution of funding pending approval by U.S. Department of Education.

PURPOSE: To provide funding for employing or contracting with specialized instructional support personnel to provide physical and mental health support services for students in response to COVID-19, including remote and in-person services.

ELIGIBILITY: LEAs, charter schools, lab schools, regional schools, ISD

FORMULA: LEAs shall receive a base amount of funding equal to 50% of the average salary and benefits of a state funded instructional support position (\$38,664) plus a dollar per ADM.

Charter schools, lab schools, regional schools, and the ISD shall receive the higher of 12.5% of the average salary and benefits of a state funded instructional support position (\$9,666) or a dollar per ADM.

Late Liquidation Funds will be distributed based on availability and the priority below.

1. PSUs that did not revert the original funding in both GEER grants (PRC 169 and PRC 170) during the original period of performance.
2. PSUs with the highest percentage of economically disadvantaged students in the State according to the SAIPE (Small Area Income and Poverty Estimates) data provided by the U.S. Census Bureau.
3. PSUs that have eligible federal or local expenditures incurred during the original period of performance that may be reallocated.

SPECIAL PROVISIONS:

- 1) For this allotment, the term “specialized instructional support personnel” shall refer to school counselors, school nurses, school psychologists, school social workers, and “school nurse extenders,” such as a licensed practical nurse (LPN) or certified nurse assistant (CNA) working under the direction of a registered nurse (RN), as defined by the NC Department of Health and Human Services.
- 2) Funds shall not be transferred into or out of this allotment category.
- 3) The 2019-20 allotted ADM shall be used for LEAs, the 2019-20 funded ADM shall be used for other eligible public school units. For PSUs without a 2019-20 funded ADM, the 2020-21 projected ADM shall be used.
- 4) Funds shall be used to employ or contract with fully and/or provisionally licensed specialized instructional support personnel to provide physical and mental health supports to students. Funds may be used to cover costs associated with delivering wellness programming and mental health training in accordance with the public school unit’s mental health plan to school level staff and personnel with direct contact with students and families.
- 5) Funds shall not supplant existing federal and state funds.
- 6) An LEA receiving funding from the Governor’s Emergency Education Relief Fund must provide equitable services to students and teachers in non-public schools in the same manner as provided under Title I, Part A, as determined in consultation with representatives of non-public schools.
- 7) Late Liquidation expenditures must meet the original use of these funds under the approved grant. The PSUs must reallocate these eligible expenditures within 60 days of receiving the allocation to ensure the state meets the grant close requirements.

Revised: ~~August 5th, 2021~~ September 7, 2023

CARES ACT – GEER I – SUPPLEMENTAL INSTRUCTIONAL SERVICES (PRC 170)

PROGRAM REPORT CODE: 170
UNIFORM CHART OF ACCOUNTS CODE: 3-XXXX-170-XXX
CFDA: 84.425C

TYPE: Dollars
TERM: Funds are available through September 30, 2022

Late Liquidation Extension granted until March 1, 2024, for select redistribution of funding pending approval by U.S. Department of Education.

PURPOSE: To provide funding for supplemental instructional services for support the academic needs of at-risk students, students in poverty and students with disabilities through additional in-school instructional support.

ELIGIBILITY: LEAs, charter schools, lab schools, regional schools, ISD

FORMULA: 50% of the funds appropriated shall be allotted based on 2019-20 allotted ADM for LEAs and funded ADM for other public school units.
50% of the funds appropriated shall be allotted based on the students in poverty per the 2017 census for LEAs. Other public school units shall receive an average dollars per student in poverty.

Late Liquidation Funds will be distributed based on availability and the priority below.

1. PSUs that did not revert the original funding in both GEER grants (PRC 169 and PRC 170) during the original period of performance.
2. PSUs with the highest percentage of economically disadvantaged students in the State according to the SAIPE (Small Area Income and Poverty Estimates) data provided by the U.S. Census Bureau.
3. PSUs that have eligible federal or local expenditures incurred during the original period of performance that may be reallocated.

SPECIAL PROVISIONS:

- 1) Funds shall be used for providing supplemental instructional services to at-risk students,

students in poverty, and students with disabilities. Services may include employing or contracting with instructional personnel, such as certified teachers or teacher assistants; paying stipends for NC Education Corps members; providing tutoring services or after school programming; or purchasing instructional resources, curriculum materials, or devices. No more than 10 percent of allotted funds may be used for purchasing instructional resources, curriculum materials, or devices.

- 2) Funds shall not be transferred into or out of this allotment category.
- 3) Funds shall not supplant existing federal and state funds.
- 4) An LEA receiving funding from the Governor's Emergency Education Relief Fund must provide equitable services to students and teachers in non-public schools in the same manner as provided under Title I, Part A, as determined in consultation with representatives of non-public schools.
- 5) Late Liquidation expenditures must meet the original use of these funds under the approved grant. The PSUs must reallocate these eligible expenditures within 60 days of receiving the allocation to ensure the state meets the grant close requirements.

Revised: ~~August 5th, 2021~~ September 7, 2023