



## **State and Federal Title I Allowable and Unallowable Costs**

### **Purpose of Title I Funds:**

Title I funds are federal funds provided to improve the academic achievement of disadvantaged students by supplementing state and local education funding. The goal is to ensure that all students, particularly those at risk of not meeting state academic standards, receive a high-quality education.

### **Allowable Costs**

Allowable costs must be directly related to improving student outcomes by supplementing state and local education funding, and comply with federal, state, and local regulations. Common allowable costs include:

#### **1. Instructional Materials & Resources**

- Books, workbooks, and software aligned with academic instruction.
- Technology (e.g., laptops, tablets) for students to use in Title I programs.
- Educational Field Trips that meet the intent and purpose of the grant.
- UIL items for Schoolwide campuses only.

#### **2. Salaries and Benefits**

- Teachers, aides, and staff salaries for those working directly with Title I students.
- Tutors and intervention specialists focused on assisting struggling students.

#### **3. Professional Development**

- Training and workshops for teachers and staff to enhance skills related to improving instruction and student achievement.
- Conferences that address Title I objectives, such as closing achievement gaps.

#### **4. Parental Engagement Activities**

- Parent engagement programs, including family literacy nights or workshops to support student learning at home.
- Communication tools (e.g., flyers, brochures, or online platforms) to inform parents about Title I programs.

#### **5. Extended Learning Time**

- After-school tutoring, summer programs, or extended-day activities aimed at improving academic performance.
- Transportation for students to participate in extended learning opportunities.

#### **6. Assessments & Evaluation Tools**

- Diagnostic assessments and progress monitoring tools to help identify students' academic needs and track growth.



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### Unallowable Costs

Costs that are not directly related to Title I program goals or do not comply with federal guidelines are unallowable. If you have previously used local or state funds to purchase the item it would qualify as an unallowable cost. Examples include:

1. **Supplanting Local or State Funds**
  - Using Title I funds to cover costs that are typically paid for by state or local funds (i.e., replacing rather than supplementing funding).
2. **General Administrative Costs**
  - Central office or district-wide administrative expenses not directly tied to Title I activities.
  - Indirect costs beyond the federally approved rate.
3. **Capital Expenditures**
  - Major construction or renovation projects.
  - Purchases of land, buildings, or vehicles.
4. **Entertainment & Incentives**
  - Food, parties, gift cards, or rewards for students or staff.
  - Field trips without an instructional purpose or direct link to academic improvement.
5. **Non-Educational Supplies**
  - Office supplies, furniture, or decorations of any kind, cleaning supplies (i.e. clorox wipes, hand sanitizer, lysol, etc.)
  - Clothing, personal items, or general-use equipment not used specifically for Title I purposes.
  - Deposits for Contracted Services
6. **Political or Religious Activities**
  - Funds used for religious instruction or activities.
  - Contributions or donations to political or religious organizations.

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### Conclusion

Title I funds should always be used to **supplement** educational programs, not to replace existing funding. Careful planning and adherence to both state and federal guidelines are critical to ensuring that expenditures align with the goal of improving student achievement.

For more detailed guidance, refer to the [Texas Education Agency \(TEA\)](#) or your district's Title I specialist.