



State and Federal Title II Allowable and Unallowable Costs

Purpose of Title II Funds:

Title II funds are intended to improve teacher and principal quality, support effective instruction, and enhance student learning outcomes. The following are examples of allowable expenses and services under Title II:

1. Professional Development

- Workshops, seminars, and conferences aligned with improving instructional practices. (Travel costs that are allowable through Title II are per diem for hotel, conference registration, cheapest mode of transportation (rental car, airfare, or mileage), taxi fare or uber (from airport to hotel, from hotel to conference center, from hotel to airport) tips are **NOT** allowable.
- Evidence-based training programs for teachers, principals, and other educators.
- Costs associated with implementing mentoring and coaching programs.

2. Recruitment and Retention

- Activities to attract and retain highly qualified teachers, including signing bonuses and incentives.
- Alternative certification programs for new educators.

3. Instructional Support

- Training on the use of technology in the classroom to enhance teaching.
- Development and implementation of instructional improvement strategies.

4. Classroom Management and Leadership Training

- Programs that provide strategies to improve classroom management.
- Training for principals and school leaders to enhance their instructional leadership skills.

5. Equity Initiatives

- Activities designed to reduce class size in a manner that is evidence-based.
- Training to support equitable access to quality instruction for all students.



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Unallowable Costs

Title II funds cannot be used for expenses that are not directly tied to the goals of the program. The following are examples of unallowable costs:

1. **General Operational Costs**
 - Salaries for administrative staff not involved in Title II programs.
 - Facility maintenance or construction.
2. **Non-Educational Expenses**
 - Food, beverages, or entertainment costs.
 - Gifts, awards, or incentives unrelated to professional development.
3. **Supplanting Local/State Funds**
 - Using Title II funds to pay for activities or expenses already funded by state or local budgets.
 - Covering the cost of salaries or programs that would exist without federal funding.
4. **Unrelated Travel and Training**
 - Conferences or travel not aligned with improving instructional practices or leadership.
 - Costs for training that do not meet evidence-based standards.
5. **Miscellaneous Unallowable Costs**
 - Equipment or supplies not tied to professional development or instructional improvement.
 - Lobbying or political advocacy activities.

Important Note: Ensure all expenses meet the intent and purpose of Title II and align with federal, state, and local guidelines. For any questions about specific costs, consult with your State and Federal Director or refer to the [TEA's guidelines](#).