

Guidance on READ Budget Submissions

Introduction

The updates to the READ Act in SB19-199 emphasize the importance of using scientifically and evidence-based instructional practices through changes to improvement planning, external program evaluation, accountability for fund usage, and teacher training.

SB19-199 also includes a district budget reporting requirement. To fulfill this statutory requirement, the department has created a budget submission tool that asks Local Education Providers (LEPs) to identify which of the seven statutory intervention categories they intend to use in the coming budget year to support students identified as having significant reading deficiencies (SRDs). Annually, prior to receiving a distribution of READ funds, all LEPs are required to have an approved budget of their planned use of READ per-pupil intervention funds for the upcoming school year.

Budget Submission Access

LEPs will access the READ budget submission through the [READ Budget Submission website](#). To get permission to log into the READ budget submission platform you will need to contact your Local Access Manager (LAM) and have them assign you to the “READACTBUDGET” group in the Identity Management (IdM) system.

Budget Review Process and Timeline

District budgets will be reviewed from April - June to ensure they contain all required components. After districts receive their READ allocation, they are required to update budgets to reflect actual costs and updates to line items that reflect final READ allocations. The budget revision process typically starts in January and ends in March.

Components of Budget

The online budget submission is organized in the order below:

- **READ Funding Allocations & Carryover**
 - See an overview of your prior year READ allocation amount and enter carryover amount if applicable

Allowable Uses of READ Per-Pupil Intervention Funds

C.R.S 22-7-1210.5

- Operate a summer school literacy program
- Purchase core reading instructional programs that are included on the READ Act advisory list of instructional programming
- Purchase and/or provide approved targeted, evidence-based or scientifically based intervention services to students which may include services provided by a reading interventionist
- Provide technology, including software that is on the advisory list of instructional programming; may include professional development for use of technology
- Purchase from a BOCES the services of a reading specialist or reading interventionist
- Purchase tutoring services focused in increasing students' foundational reading skills
- Provide professional development programming to support K-3 educators in teaching reading



Prior Year Funding Allocation and Carryover

READ Funding allocated from the 2020-2021 School Year

Please use your FY2020-2021 allocation amount to project your budget amounts for FY2021-2022.

Allocation: **\$4,474**

Prior Year Carryover:

If applicable, please enter the amount of READ funds from the 2020-2021 school year that your LEP plans to use in the 2021-2022 school year.

NOTE: An LEP may retain up to fifteen percent of the amount of per-pupil intervention money it received in a budget year in the next budget year.

\$ 0 .00

Update Total

Total Funds Available: **\$4,474**

- **Accept or Decline READ Funds**

Accept or Decline Funding

Accept or Decline 2021-2022 READ Funding

- We **accept** FY2021-2022 READ Act Funding
- We **decline** FY2021-2022 READ Act Funding *

- **Contact Information**

- Add information for your LEPs READ Budget Submission Contact

- **Budget Explanation**

- Select the ways in which you plan to use READ funds in the upcoming budget year

LEP Budget Explanation

Instructions: Select the ways in which you plan to use READ Act funds in the upcoming budget year. In order to submit your budget, all assurances must be reviewed and agreed upon, and all boxes must be checked.

In using the per-pupil intervention money distributed pursuant to the READ Act, each LEP shall ensure that some type of intervention, as described in the allowable activities below, is available to each student who is identified as having a significant reading deficiency (SRD) and who is enrolled in kindergarten through third grade in a school operated by the LEP.

Questions and Assurances

READ Act funds will be used to operate a Summer School Literacy Program

Yes No

- The summer school literacy program services only students enrolled in K-3 who have an SRD or students below grade level if space is available
- The summer school literacy program will use scientifically based or evidence based instructional programming in reading that:
 - Has been proven to accelerate student reading progress and;
 - Provides explicit and systematic skill development in phonemic awareness, phonics, vocabulary development, reading fluency including oral skills, and reading comprehension and;
 - Includes scientifically based and reliable assessments and;
 - Provides initial and ongoing analysis of student progress in attaining reading competency



READ Act funds will be used to purchase a core reading instructional program that is included on the Advisory List of instructional programming in reading

Yes No

READ Act funds will be used to purchase a supplemental instructional program that is included on the Advisory List of instructional programming in reading

Yes No

READ Act funds will be used to purchase tutoring services focused on increasing students' foundational reading skills

Yes No

The tutoring service is focused on increasing students' foundational reading skills of phonemic awareness, phonics, vocabulary development, reading fluency including oral skills, and reading comprehension for students who receive instructional services pursuant to READ plans

READ Act funds will be used to purchase from a BOCES the services of a reading specialist or reading interventionist who is trained in the science of reading and in teaching the foundational reading skills

Yes No

READ Act funds will be used to provide other targeted, evidence-based or scientifically based intervention services to students who are receiving instructional services, which services are approved by the department

Yes No

READ Act funds will be used to provide technology, including software, which is included on the Advisory List of instructional programming in reading and supporting technologies which may include providing professional development in the effective use of the technology or software

Yes No

READ Act funds will be used to provide professional development programming to support educators in teaching reading. Professional development programming may include hiring a reading coach who is trained in teaching the foundational reading skills to provide job-embedded, ongoing professional development

Yes No

- **Budget Narrative**
 - Provide a description that explains and justifies your planned READ expenditures

LEP Budget Narrative

Instructions: Provide a brief description (no more than 700 words) that addresses each of the questions below. These questions must be completed for any LEP receiving READ funds before funds are released.

Implementing Allowable Activities

Explain how your LEP plans to implement each selected allowable activity. Please ensure that each allowable activity listed aligns with the allowable use(s) of funds as required by statute and matches the allowable use(s) listed in your LEP budget explanation. If applicable, please include list of programming being used.

- **Detailed Budget**
 - Enter your planned READ budget expenditures

Budget Details

Budget Request

Using the "Add Allowable Activities" button below, create a budget request.

For each allowable activity in the budget:

- Select each allowable activity your LEP plans to use READ Act funds for in the upcoming budget year. Ensure that each allowable activity is aligned with the allowable uses of READ funds as required in statute.
- Select each of the instructional program(s) from the drop down list provided that your LEP plans to use in the upcoming budget year. If an instructional program is not listed, please provide the name of the instructional program(s) in the "other" box
- Input the amount requested, the associated program and object codes, and fiscal year. Input the salary position and FTE amount, if applicable.
- Ensure that budgeted costs are clearly tied to the allowable activity and are calculated with detail in the "description of activity" field.

- **Budget Summary**
 - View a breakdown of your budgeted expenditures by category
- **Document Uploads**
 - Upload the signed approval form for this submission
- **Summary and Submit**
 - Review your submission, print if needed and submit to CDE