

BOCES Data Year Change Process

22-23 Consolidated Application



How to Change the Data Year for a Member District

The U.S. Department of Education has again allowed LEAs the flexibility to use the most reliable data when determining how to serve its schools with Title I funds. In the 21-22 Consolidated Application, LEAs, had the opportunity to choose between the 2019-2020 and 2020-2021 poverty data. This year, the application will allow LEAs to use 19-20, 20-21 or 21-22 poverty data. For BOCES this process is slightly different as the data year change must take place in the member district application. The data year option will not appear in the BOCES application.

The “Student Enrollment Data” section will only appear for LEAs that ACCEPT funds.

Please review the step-by-step process below for a member district to change the data year they would like to use for Title I and still assign funds to a BOCES. These changes can be completed by the BOCES or by the member district. Keep in mind that if the member district makes the changes, the BOCES will not see the changes until all actions are completed by the member district.

1. Each BOCES should have access to their member district’s Consolidated Application. The BOCES will need to navigate to the member district’s Fund Allocation page and use the drop down to ACCEPT Title I and ASSIGN the rest of the funds that the BOCES will be managing for the district.

The screenshot shows the 'Fund Allocations' page. At the top right, it displays 'App ID: 369 | Dist Info: 3230 - Liberty J-4' and 'App Year: 2022/2023'. Below this is a blue button labeled 'Application Menu'. The main heading is 'Fund Allocations'. Underneath is a blue bar with 'ARAC'. A paragraph explains that applicants must indicate whether they will accept, assign, transfer, or decline each allocation. Below this is a section for 'Title I, Part A - Improving Basic Programs Operated by Local Educational Agencies (4010)'. It contains a form with 'Allocation: \$ 12,052 .00' and 'Options: Accept' (with a dropdown arrow). Below that is 'Prior Year Carryover: \$ 0 .00' with a note '(Exclude funds that are being carried over from nonpublic schools)'. At the bottom, it states 'Total Funds Available: \$12,052'.

Please be sure to click save at the bottom.

While still in the member district application, the BOCES will navigate to the LEA Profile page and select the data year that will be used to determine how Title I schools will be served in the 2022-2023 school year.

App ID: 369 | Dist Info: 3230 - Liberty J-4
App Year: 2022/2023

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LEA Profile

Profile Data

Applicable Indirect Cost Rate: %

Student Enrollment Data

The U.S. Department of Education has authorized LEAs to use best available National School Lunch Program (NSLP) data from SY 2019-2020, 2020-2021 OR 2021-2022. Please indicate which NSLP data the LEA will use to determine Title I, Part A school eligibility and allocations:

- 2019-2020 Poverty Data
- 2020-2021 Poverty Data ←
- 2021-2022 Poverty Data

Switch to 2019-2020 Poverty Data Switch to 2021-2022 Poverty Data

*****IMPORTANT*****
A change in school year NSLP data will reset all content in the application.

Please note that if an LEA Declines or Assigns Title I, the Student Enrollment Data section will not appear on the LEA Profile. LEAs that don't receive Title I will not see this section either.

2. The BOCES will click on the RED box to select the data year to be used in each member districts application. *NOTE: after clicking the box, a pop-up notification will appear asking for confirmation of the change.*
3. Once the change is saved on the LEA Profile, the LEA will need to go back to "Funds Allocation" page and change ACCEPT to ASSIGN TO [BOCES] for Title I:

App ID: 369 | Dist Info: 3230 - Liberty J-4
App Year: 2022/2023

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Fund Allocations

ARAC

For each Title program, applicants must indicate whether they will accept, assign, transfer, or decline each allocation in which they have received an award. Once CDE has received preliminary allocations from the U.S. Department of Education, those amounts will be populated into the ARAC table and will be locked for further editing.

Title I, Part A - Improving Basic Programs Operated by Local Educational Agencies (4010)

Allocation: \$.00 Options: Assign To District/BOCES:

Prior Year Carryover: \$.00
(Exclude funds that are being carried over from nonpublic schools)

Total Funds Available: \$12,052

Please be sure to click save at the bottom.

4. Once this is complete, the correct data will populate in the BOCES application:



3230 - Liberty J-4

Above 75% Poverty

School	Student Data	Title I Designation	Additional Information	Options
No schools match this criteria.				

Below 75% Poverty

School	Student Data	Title I Designation	Additional Information	Options
3230 - 5123 - Liberty School EMH: E Grade Span: K - 04	Student Count: [REDACTED] Low Income Count: [REDACTED] Poverty Rate: 46.88 %	2022-2023: TA SW NS 2021-2022: TA Consolidated SW: Yes No	SPF Plan Type: [REDACTED] [REDACTED]	
3230 - 5123 - Liberty School EMH: M Grade Span: 05 - 08	Student Count: [REDACTED] Low Income Count: [REDACTED] Poverty Rate: [REDACTED]	2022-2023: TA SW NS 2021-2022: NS Consolidated SW: Yes No	SPF Plan Type: [REDACTED] [REDACTED]	
3230 - 5123 - Liberty School EMH: H Grade Span: 09 - 12	Student Count: [REDACTED] Low Income Count: [REDACTED] Poverty Rate: [REDACTED]	2022-2023: TA SW NS 2021-2022: NS Consolidated SW: Yes No	SPF Plan Type: [REDACTED] [REDACTED]	

Districtwide Poverty Rate: 41.07%

If the data did not populate correctly, revisit the member district application to ensure the correct data year was selected. If the information listed is still not correct, please send an email to consolidatedapplications@cde.state.co.us for assistance.