

Appendix B

Title I, Part A Fiscal Monitoring Tool
2014-2015 Title I, Part A Program Review Monitoring Document Addendum
Title I, Part A Parent Involvement SCHOOL Expenditures

Title I School		Grant Name	Title I, Part A FY 2015
LEA		Grant Number	
LEA Title I Coordinator		Grant Period	July 1, 2014 – June 30, 2016
MSDE Title I Point-of-Contact		Approved School Parent Involvement Budget Amount	
Enhanced Fiscal Monitoring Expenditure Time Period		July 1, 2014 to	

Enhanced Fiscal Onsite Monitoring Components	Y: Yes N: No	Comments
1. Compare Title I Parent Involvement expenditures at the school level to the approved budget for that category/object.		
a. Do actual expenditures correspond to the approved school budget?		
b. Determine percentage of funds spent to date from its total allocation.		
c. If funds have not been expended at the rate expected, how does the grantee plan to meet the program objectives?		
2. In the distribution of school level parent involvement funds, sample specific expenditures from the School Transaction Level Report of Expenditures and request support/background information from the LEA/School to support expenditures.		
a. Do the expenditures have required support/background evidence to support payment of the expenditures?		
b. Are expenditures properly documented in terms of SANE, signed purchase orders with appropriate departments, and final approval from the Title I Office?		
c. Are expenditures supplemental, reasonable, necessary, allowable, and allocable in accordance with OMB Circular A-87 and/or A-133?		