



## **Title IV-A IAP/CNA Review Process**

Due to the changes in the FY25 ESEA Consolidated needs assessment process, Title IV-A Specialists will review various components of the Integrated Action Plan and Comprehensive Needs Assessment based on the size of the LEA.

All LEAs will be required to have completed the District Level LEA Planning Team, including describing how the district actively and consistently involves all stakeholders identified in the development of the district plan and how the plan is regularly monitored and revised based on students' needs.

Title IV-A Specialists will be reviewing your LEA Planning Team to ensure that the required diverse stakeholders are involved in the planning process. Please see the [Federal Programs Stakeholder Groups Quick Reference Guide](#) for more information on stakeholder requirements for the Title IV-A grant.

### **Single Site LEAs:**

Single site LEAs are not required to complete District Level Goals and Action Steps. Please make sure that the "*I am NOT required to complete separate Goals & Action Steps at the district level as my organization only consists of one site or school*" box is checked on the District Level Goals & Action Steps page.

For single site LEAs, the Title IV-A Specialists will be reviewing the following-

#### **Integrated Action Plan:**

- District level LEA Planning Team
- District level Goals & Action Steps- single site not required box

#### **Comprehensive Needs Assessment:**

- Site level School Planning Team- stakeholders must meet the TIV-A requirements
- Site level School Level Data- scores must match the provided ADE data
- Site level Focal Point Questions- scores must align with the provided guiding rubric
- Site level Goals & Action Steps- math and language arts goals and action steps must be completed, two additional optional goals may be completed



Above components will be reviewed for accuracy and clarity.

In addition, Title IV-A Specialists will be reviewing the Title IV-A Program Narrative Questions page in the grant application to verify alignment of all Title IV-A programs to the CNA. The program narrative questions should be written to include the aligned focal point in the Primary Need question for Well-Rounded Education, Safe and Healthy Students, and/or the Effective Use of Technology sections.

Example of a properly written Primary Need question:

The LEA has identified a need to support a well-rounded education by providing enhanced STEAM programs to all students. The enhanced STEAM programs align with focal point question #7, effective enrichment.

### **Multiple Site LEAs:**

For multiple site LEAs, the Title IV-A Specialists will be reviewing the following-

#### **Integrated Action Plan:**

- District level LEA Planning Team- stakeholders must meet the TIV-A requirements
- District level Goals & Action Steps- math and language arts goals and action steps must be completed, two additional optional goals may be completed

**Comprehensive Needs Assessment:** TIV-A Specialists will be reviewing two randomly selected sites for the following:

- Site level School Planning Team- stakeholders must meet the TIV-A requirements
- Site level School Level Data- scores must match the provided ADE data
- Site level Focal Point Questions- scores must align with the provided guiding rubric
- Site level Goals & Action Steps- math and language arts goals and action steps must be completed, two additional optional goals may be completed

Above components will be reviewed for accuracy and clarity.

In addition, Title IV-A Specialists will be reviewing the Title IV-A Program Narrative Questions page in the grant application to verify alignment of all Title IV-A programs to the CNA. The program narrative questions should be written to include the aligned focal point in the Primary



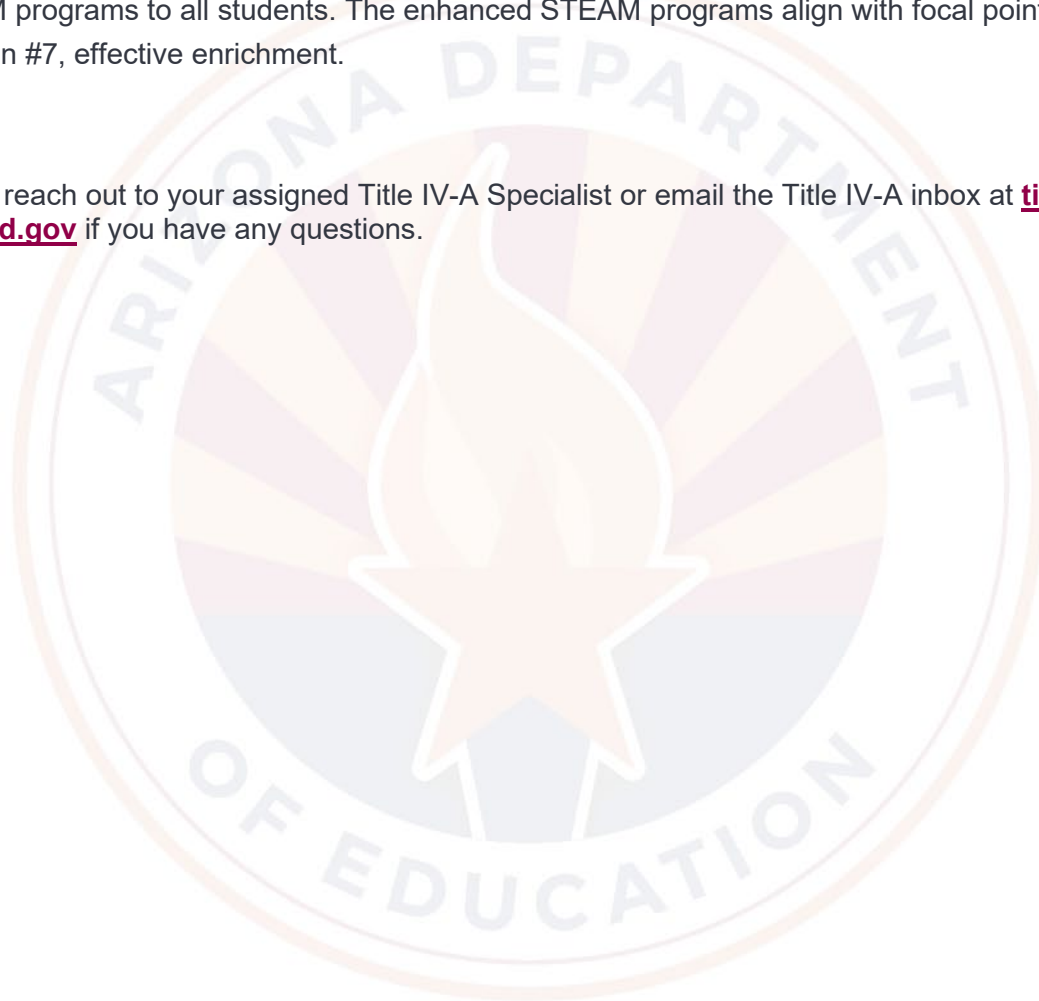
## ARIZONA DEPARTMENT OF EDUCATION

Need question for Well-Rounded Education, Safe and Healthy Students, and/or the Effective Use of Technology sections.

Example of a properly written Primary Need question:

The LEA has identified a need to support a well-rounded education by providing enhanced STEAM programs to all students. The enhanced STEAM programs align with focal point question #7, effective enrichment.

Please reach out to your assigned Title IV-A Specialist or email the Title IV-A inbox at [titleiv-a@azed.gov](mailto:titleiv-a@azed.gov) if you have any questions.



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