

Guidance on READ Budget Submissions



Introduction & Summary of Statutory Requirement

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

SB 19-199 also creates a new budget reporting component. To fulfill this statutory requirement, the department has created a budget submission tool that asks Local Education Provider's 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. In order to receive per-pupil intervention funds, each LEP is required to report a budget and budget narrative annually. In addition to that requirement:

- The allowable uses of per-pupil intervention money expands to include purchasing CDE approved core reading instructional programs and purchasing technology, including software, to assist in assessing and monitoring student progress.
- The department is required to monitor and, if necessary, audit district use of the per-pupil intervention funds throughout the budget year.
- The amount of per-pupil intervention money a district may retain from year to year cannot exceed 15 percent.
- Some of the READ intervention funds are redirected to the external program evaluation, state provided teacher training, public information campaign, and early literacy rant program, thereby reducing the per-pupil distribution to districts.

To Access the Budget

LEP's will access the READ Act budget through the READ Data Collection website. To get permission to login into the READ budget submission you will need to contact your Local Access Manager (LAM) and have them assign you to the "READACTBUDGET" group.

Budget Review Process and Timeline

Budgets will be reviewed to ensure they contain all required components. LEP's have from April 1, 2020 – June 30, 2020 to submit budgets. LEP's will receive notification of budget status by July 15, 2020. LEP's will then have until August 7, 2020 to revise budgets and re-submit.

Updated allowable uses of 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 approve targeted, evidence-based or scientifically based intervention services to students which may include services provided by a reading interventionist
- Purchase tutoring services focused in increasing students' foundational reading skills
- 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
- Provide professional development programming to support K-3 educators in teaching reading

READ Budget Components

The online READ Act budget submission is organized in the order below:

- **FY2019-20 READ Funding Allocation Amounts**
 - See an overview of prior year READ allocation in order to make projections for the 2020-21 school year
- **LEP Contact Information**
 - Add information for your LEP's READ Act Budget Submission Contact
- **Budget Explanation**
 - Select the ways in which you plan to use READ Act funds in the upcoming budget year
- **Budget Narrative**
 - Provide a description to explain and justify your planned READ expenditures
- **Detailed Budget**
 - Enter your planned READ budget expenditures
- **Budget Summary**
 - View 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

Screenshots of Online Budget Submission



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 funds will be used to hire a reading interventionist to provide services which 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



COLORADO
Department of Education

READ Act Budget Submission

Logged in as: hutton_w@cde.state.co.us | [Log Out Page](#)

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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 Act 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.

1

Outcomes and Goals

What are your LEP's expected outcomes and goals in the upcoming budget year from implementing your selected allowable activity(ies)?

2

Potential Barriers

What are potential barriers in reaching your expected outcomes and goals? How do you plan to address and/or overcome these barriers?

3



[Application Menu](#)

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.

ID Ref	Allowable Activity	Instructional Program	Program Code	Object Code	Salary Position	FTE	Description of Activity	Requested Amount	Options
No Budget Items Available									
Total:								\$0.00	

[Add Allowable Activities](#)

Budget Request



Allowable Activity:

Other Services

Instructional Program:

95% Group (Intervention Programs)

Program:

Instructional Program (0010-2000)

Budget Object:

0100 Salaries

Salary Position: ⓘ

218 Coach, Curriculum

FTE: ⓘ

1.0

Budget Description: ⓘ

Hiring a reading coach to implement the 95% Group intervention to students identified as having an SRD.

Budgeted Cost: ⓘ

\$ 40,000 × .00

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