

Funding and Claiming Process

Funding

The maximum allocation a district will receive is based on its percentage of the state's total teachers employed in their district on October 1, 2014.

The percentages will be calculated on the School Apportionment and Financial Services report, "School District Personnel Summary Profiles – 2014-15– Preliminary." This report is Table 19: Certificated Teacher – Duty Roots 31, 32, 33, and 34 (<http://www.k12.wa.us/safs/PUB/PER/1314/tbl19.pdf>).

To view your district's maximum allocation, please visit <http://tpep-wa.org/teacher-training-maximum-allocations/>. Based on the number of teachers employed statewide for 2014-15, this equates to roughly \$83 per teacher to be spent on TPEP teacher training in the coming year.

Title II, TRI, early release and late arrival, Professional Learning Community (PLC) time, staff meetings, and the contractual time 30 minutes before and after student hours are additional resources that could be tapped to support this critical learning. Each district will need to make decisions about how to allocate resources in a way that maximizes impact.

Claiming Process

Districts will claim reimbursement for TPEP teacher training expenses via the iGrants claiming system, in accordance with OSPI's current grants management process. In addition, all supplemental documentation for Supplies and Purchased Services such as contracts with Framework Authors, Specialists, ESDs will be emailed to 664claims@k12.wa.us. Documentation for expenses paid to district employees for salary, benefits, stipends, substitutes, or mileage should remain in district files for audit purposes, but will not be submitted to 664claims@k12.wa.us. More information on the claiming process and supplemental documentation can be found at <http://tpep-wa.org/trainingpd/teacher-training-funding/> under the 'CLAIMING PROCESS' section. If there are questions, email TPEP@k12.wa.us. School district applications for 2015-16 funds will not be reviewed by OSPI until all supplemental documentation has been received from that district for 2014-15 claims to iGrants 664.