

2025 Title I , 1003 School Improvement Grant (SIG)  
Planning

**Full RFP**

The online application is available to LEAs through the [NYSED Business Portal](#). Select

## 2025 Title I , 1003 School Improvement Grant (SIG) Planning

See Attachment I for a list of Target Districts and 2025 Title I, 1003 SIG Planning funding allocations. The individual support model for districts and schools can be found online at: <https://data.nysed.gov/>.

### Funding

Eligible districts and schools will receive the following allocations for 2025 Title I, 1003 SIG Planning:

- Newly Identified Target District - \$20,000 per district
- Schools previously identified for LSI that now have at least one subgroup identified for TSI - \$20,000 per school.

### Allowable Uses of Funds

Districts may use 2025 Title I, 1003 SIG Planning funds for the following activities:

CATEGORY 1: Staff participation in the completion of needs assessment activities and the development of the 2025-26 district-level and/or school-level improvement plan(s)

CATEGORY 2: Support for parent/family participation in the development of the 2025-26 district-level and/or school-level improvement plan(s)

CATEGORY 3: Administration and/or analysis of family, staff, and student surveys as part of the needs assessment process

CATEGORY 4: BOCES Needs Assessment and Planning Support\*\*

\*\*If your BOCES does not provide Needs Assessment and Planning Support and you would like to use 2025 Title I, 1003 SIG Planning funds for external support, please contact [fieldsupport@nysed.gov](mailto:fieldsupport@nysed.gov) so that we can provide guidance on the rigorous review process that you must use to identify and evaluate any third-party vendor receiving funds through this grant.

The 2025 Title I, 1003 SIG Planning funds cannot be used to support any office equipment and/or furniture, general office supplies, and/or food/light refreshments for staff meetings within the district. If the district wishes to fund an expense that would support schools in the CSI, ATSI, or TSI support models, SIG Basic funds could only be used for the portion that will go toward eligible schools. Any portion that will support non-eligible schools must be covered by a different funding source.

### Project Period

January 1, 2025 to August 31, 2025

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## Application Deadline

Completed applications are due by March 14, 2025, and will be reviewed on a rolling basis. LEAs are encouraged to submit as soon as possible to expedite the review and approval process of 2025 Title I, 1003 SIG Planning funds.

- LEAs must complete all sections of the online application and are required to answer questions marked with a red asterisk. If a required question has not been completed, the business portal will highlight it in red and the section of the application will be flagged. The applicant will be unable to submit the application to NYSED for final review if a required question remains unresolved.
- The online application may only be submitted/certified by the chief school officer of the applicant LEA. The designated superintendent of an LEA is the only administrator with the submit/certify rights necessary to successfully submit and certify a completed application for NYSED review.
- The FS-10 budget (Excel version preferred) should be completed in a manner that clearly identifies and aligns proposed expenses to planning activities. In addition, be sure to specify if activities are occurring at the district or school building level.

There is no carryover for these funds. All costs must be encumbered during the project period.

## Submission Instructions

LEAs are **REQUIRED** to send a blue ink signed original and two hard copies of an FS-10 budget form to:

NYS Education Department - Office of Accountability  
Attn: 2025 Title I, 1003 SIG Planning  
89 Washington Avenue - Room 320 EB  
Albany, NY 12234

## Budget Amendment Deadline

The Field Support Services Unit has adjusted its protocol for receiving, reviewing, and processing budget amendments for the 2024-25 school year. The “2024-25 Title I School Improvement Grant 1003 (Amendment Request)” has been developed to include electronic submission through the NYSED Business Portal. LEAs will need to answer four questions in the survey and upload a completed and signed PDF copy of their FS-10As.

All budget amendments should be discussed with the program office prior to the submission of an FS-10A. To ensure sufficient review and processing time, amendments to add new activities must be postmarked and submitted no later than June 1, 2025.

For additional information or assistance please contact: [fieldsupport@nysed.gov](mailto:fieldsupport@nysed.gov).

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ATTACHMENT I

2025 TITLE I, 1003 SIG PLANNING ELIGIBLE DISTRICTS

PROJECT NUMBERS AND TOTAL ALLOCATIONS

District/School BEDS Code	District/School Name	Project #		District Planning (\$)	School Planning (\$)	Total Planning Grant Allocation (\$)
020601040000	ANDOVER CSD	0011-25	8251	\$20,000		\$20,000
580101030000	BABYLON UFSD	0011-25	8252	\$20,000		\$20,000
420901060000	BALDWINSVILLE CSD	0011-25	8253	\$20,000	\$20,000	\$4

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District/School BEDS Code	District/School Name	Project #		District Planning (\$)	School Planning (\$)	Total Planning Grant Allocation (\$)
641301060000	HUDSON FALLS CSD	0011-25	8068	\$20,000		\$20,000
580403030000	HUNTINGTON UFSD	0011-25	8268	\$20,000	\$20,000	\$40,000
610600010000	ITHACA CITY SD	0011-25	8072		\$20,000	\$20,000
061700010000	JAMESTOWN CITY SD	0011-25	8074		\$60,000	\$60,000

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