The Cross Program Consolidated Monitoring Tool
Monitoring Cycle - 2021-2025

Part 3: Title II, Part A Program Elements

August 30, 2022
Office of Federal Programs
North Carolina Department of Public Instruction
The CPCM Monitoring Instrument can be found on the Office of Federal Programs webpage.

First, click on the Cross-Program Monitoring Tab

Next, scroll to the Consolidated Monitoring Instrument link.
Element #12

Allowable Uses of Title II funds

ESSA Citations: 2103(b)
Element #12 - Required Documentation

- Dated records for **any** professional development activities funded with Title II, Part A funds.

Documentation of activities described in the Title II, Part A Grant Details section in CCIP.

Suggested documentation includes:
- Schedules
- Job Descriptions & Timesheets
- Presentation materials
- Invoices
- BT training materials
Title II Best Practices

• Only Title II, Part A funded Professional Development should be uploaded as evidence of compliance.

• **Do not** include any other federally funded PD.

• If the PSU is reducing class size by funding a regular curricular teacher, documentation to show the actual reduction in class size should be submitted.

• The PSU's ADM policy/methodology could be used to show the reduction in class size.
Video Resources – Required Viewing

Required Video #1:
Preparing for Your Upcoming Monitoring Visit? Monitoring Event Guidelines Presentation

Required Video #2:
CPCM Instrument Part 1: The Consolidated Program Elements (CPCM Elements 1-5)
Video Resources – Optional Viewing

CPCM Instrument Part 2: Title I, Parts A & D (Elements 6-11)
CPCM Instrument Part 3: Title II, Part A – (Element 12)
CPCM Instrument Part 4: Title IV, Part A – (Element 13)
CPCM Instrument Part 5: Title III, Part A – (Elements 14-17)
CPCM Instrument Part 6: Title I, Part C- MEP (Elements 18-20)
CPCM Instrument Part 7: Title V, Part B – RLIS (Element 21)
CPCM Instrument Part 8: Title I, Part D – State Operated Programs (Element 22)
We are here to support YOU!

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