



Non-Educational Expenditures Request

The Title IC-Education of Migratory Children Program (MEP) plays a crucial role in supporting the educational needs of migrant children, but our funds are limited. Thus, it is critically important funds used efficiently to maximize their impact. As the “last dollar spent,” projects must ensure they are making efforts to secure other funding sources prior to requesting the use of Title IC-Migrant funds to address non-educational issues that are impacting a migratory student and/or family. This form was created to guide projects through the process of identifying and accessing alternate funding sources prior to requestion Title IC funds to support non-educational needs.

Cost threshold: Projects are required to seek approval from the Nebraska Department of Education MEP for expenditures of \$250 and above. This threshold ensures that significant expenses undergo proper review and align with the primary objective of supporting instructional services.

Submitting requests: Projects must submit a request form to the MEP State Director. Include relevant documentation, such as quotes, proposals, or contracts, and a detailed explanation to support the request.

Evaluation criteria: The MEP State Director will assess each request based on if it is allowable, reasonable, and necessary. The evaluation will also consider the availability of alternative funding sources and the potential impact on instructional services.

Timely decision-making: The MEP State Director will strive to provide a prompt response to expenditure requests. However, it is advisable to submit requests well in advance to allow for thorough evaluation and timely decision-making.

Stewardship of funds: As custodians of MEP funds, projects should exercise prudent financial management and prioritize expenditures that directly contribute to the educational advancement and well-being of migrant students.

If you have any questions or need assistance, please contact the MEP State Director.