



**Impact Aid Program
Indian Policies and Procedures (IPPs)
Monitoring and Implementation
FY 2021**

**Impact Aid Program
U.S. Department of Education**



Agenda

- Purpose of Implementation
- Regulatory Requirements
- Monitoring IPPs and Documentation
- Process
- Best Practices
- Tools in Action (Implementation Questionnaire & Checklist)
- Resources
- Questions



Purpose of Indian Policy and Procedures (IPPs) Implementation

- Ensure that IPPs are implemented in compliance with the regulation
- Ensure equal participation of Indian children in LEA's educational programs and activities
- Improve communication and cooperation between LEA and Indian community
- Involve parents and tribal officials in planning and developing educational programs and activities



Regulatory Requirements

34 CFR 222.94

- The LEA must implement the IPPs.
 - The LEA will review the IPPs annually to ensure that they comply and are implemented in accordance with this section.
 - If an LEA determines, after input from the tribe(s) and parents of Indian children, that its IPPs do not meet the requirements of this section, the LEA shall amend its IPPs to conform with those requirements within 90 days of its determination.
 - An LEA that amends its IPPs shall, within 30 days, send a copy of the amended IPPs to the Impact Aid Director and the affected tribes.
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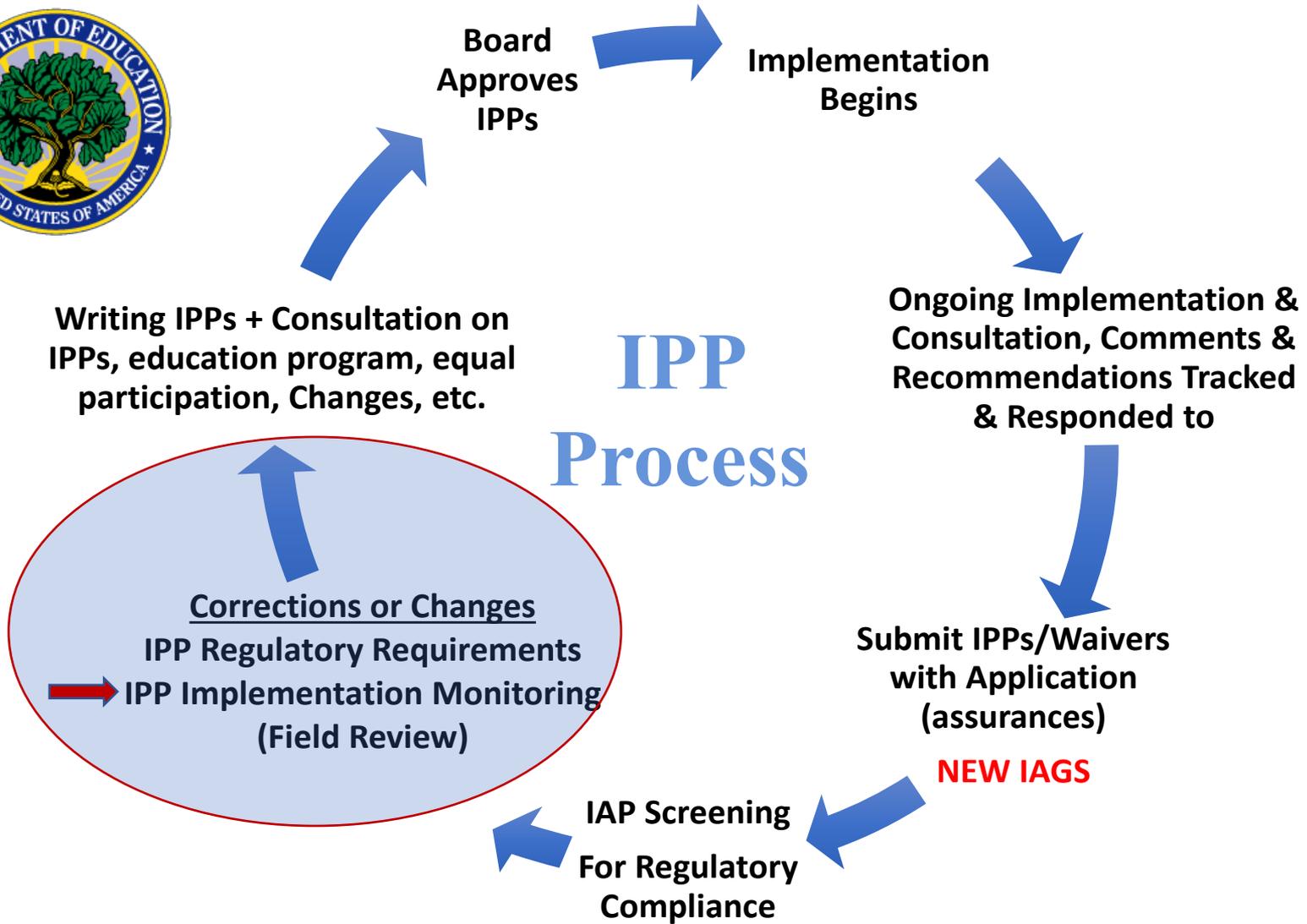
Monitoring IPPs

- The Impact Aid Program monitors LEAs for regulatory compliance and implementation.
- If the IPP standards aren't met or implemented, IAP requires revision or action.
- IAP will provide technical assistance or require corrective action to assist the LEA to achieve compliance prior to payment.
- Corrective Action Plan can be described within the IPP Monitoring Questionnaire



Monitoring Documentation

- Visit the monitoring section of our resources to find specific letters with checklists
 - New or non-continuing LEAs without Indian Lands or with a Waiver
 - IPP (Regulatory) Compliance Monitoring
 - IPP Implementation Monitoring
 - If selected, your LEA will receive an email with a link to the letter
 - Keep evidence of compliance including notices, meeting minutes, input and responses throughout the consultation
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Best Practices for ensuring Regulatory Compliance during Implementation

- Review IAP law and regulations
 - Review your policy on a yearly basis to ensure regulatory compliance
 - Implement the policy as approved by the board
 - Consult tribes and parents throughout the school year as specified in your IPP
 - Content of IPPs, Equal participation, Educational Program
 - Other
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Best Practices for ensuring Regulatory Compliance during Monitoring

- Keep track of:
 - Consultations & actions
 - Comments, recommendations & responses
 - Use the IPP Implementation Checklist as a tool to compare to your implementation
 - Corrective actions can be added to the Implementation Questionnaire
 - Seek assistance from your state assigned Impact Aid analyst
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Tools In Action

- Regulatory Policy
- Monitoring Implementation Questionnaire
- Monitoring Implementation Checklist

- Using the IPP Monitoring Implementation Checklist to compare to your district's implementation will help you achieve regulatory compliance

IPP Implementation Questionnaire examples used here for illustrative purposes and may not be reflective of implemented policies. Responses in blue for fictitious school district to the Monitoring Questionnaire. Explanation text is in red



Implementation Questionnaire & Example Responses

LEA Name: *ABC Community School District*

Application Number: *301234*

Application Year: *FY 2021*

IPP Approval Date: *February 10, 2019*

Target Action Dates: Feb 1, 2019 – Present



Policy 1

- An LEA must disseminate relevant applications, evaluations, program plans and information related to the LEA's educational program and activities with sufficient advance notice to allow tribes and parents of Indian children the opportunity to review and make recommendations.

34 CFR 222.94



Policy 1 Questionnaire -Example Responses

Dissemination of Documents			
Document	Date(s) Sent	Method(s) (Specify Tribe and parents if different)	Meeting Date(s)
Impact Aid Application	<i>January 7, 2020</i>	<i>Email Tribes, Mail Parents</i>	<i>January 27, 2020</i>
IPPs	<i>September 9, 2019</i>	<i>Email Tribes, Mail Parents</i>	<i>September 26, 2019</i>
Equal Participation Assessment	<i>March 5, 2019</i>	<i>Email Tribes, Mail Parents</i>	<i>March 21, 2019</i>
Educational Plan	<i>September 9, 2019</i>	<i>Email Tribes, Mail Parents</i>	<i>September 26, 2019</i>
Other Documents (specify)			



Policy 1 Questionnaire -Example Responses - cont.

Check one

- The LEA did follow the procedures in the IPP
- The LEA did not follow the procedures in the IPP. **Explain why below and what the LEA will do in the future to remediate the issue.**

- *Use this space in the questionnaire under each section to describe actions your district plans to take if the procedures were not followed in the IPP.*



IPP Monitoring Checklist – Policy 1

- *Each Question allows for a yes/no response, and a place to write notes or comments*

Y/N	Requirement	Notes/Page No.
	Does the LEA specifically describe <i>how</i> and <i>when</i> the application, evaluations, program plans and other information were distributed to the parents of Indian children and the tribes?	
	Does the LEA specifically state <i>when</i> the meeting to discuss the documents?	
	Did the LEA provide the documents within the specified timeframe in the IPP?	
	Does the overall description match the description of the procedures in the IPP?	

- *Compare the actions taken to the policy and then determine Yes/No*



Policy 2

Provide an opportunity for tribes and parents of Indian children to provide their views on the LEA's educational program and activities, including recommendations on the needs of their children and on how the LEA may help those children realize the benefits of the LEA's educational programs and activities. As part of this requirement, the LEA will –

- (i) Notify tribes and the parents of Indian children of the opportunity to submit comments and recommendations, considering the tribe's preference for method of communication, and
- (ii) Modify the method of and time for soliciting Indian views, if necessary, to ensure the maximum participation of tribes and parents of Indian children.

34 CFR 222.94



Policy 2 - Questionnaire

The tribe's preferred method(s) of communication (*list*):

Check one

- The LEA used the tribes preferred method of communication
- The LEA did not use the tribes preferred method of communication (*explain why below*).

Meetings for Input on the Educational Program and Activities					
Type of Meeting (School Board, IEC, etc.)	Date Notice Sent	Method(s) of Dissemination (Specify Tribe and parents if different)	Date of Meeting	Number of Attendees	
				Tribal	Parent



Policy 2 Questionnaire - cont.

Check one

The LEA modified the time and location of meetings to improve participation (*describe modification*).

The LEA did not modify the time and location of meetings to improve participation (*explain why not*).

Check one

The LEA did follow the procedures in the IPP

The LEA did not follow the procedures in the IPP. **Explain why below and what the LEA will do in the future to remediate the issue.**



IPP Monitoring Checklist – Policy 2

Y/N	Requirement	Notes/ Page No.
	Did the LEA ask the tribe for its preferred method of communication?	
	Does the LEA describe <i>how and when</i> the LEA notified tribe and parents of Indian children of the opportunities to submit recommendations and comments?	
	Does the LEA describe the level of tribal and parental involvement in the consultation process?	
	Did the LEA have to modify its method and time of soliciting input if participation was low?	
	Does the implementation follow the procedures identified in the IPP?	



Policy 3

The LEA will, at least annually, assess the extent to which Indian children participate on an equal basis with non-Indian children in the LEA's educational program and activities. As part of this requirement, the LEA will:

- (i) Share relevant information related to Indian children's participation in the LEA's educational program and activities with tribes and parents of Indian children; and
- (ii) Allow tribes and parents of Indian children the opportunity and time to review and comment on whether Indian children participate on an equal basis with non-Indian children.

34 CFR 222.94



Policy 3 Questionnaire

Meetings for Input on the Equal Participation Analysis			
Type of Meeting (School Board, IEC, etc.)	Date Notice and Results of Analysis Sent	Method of Dissemination (Specify Tribe and parents if different)	Date of Meeting

Fill out this chart if other opportunities were provided to provide input on the Equal Participation Analysis.

Other Opportunities for Input on the Equal Participation Analysis			
Type (survey, etc.)	Audience (Tribes, Parents, Both)	Date Sent	Method of Dissemination (Specify Tribe and parents if different)



Policy 3 Questionnaire - Cont.

Check one

- The district evaluated all programs and activities.
- The district evaluated only the following programs (*list below*).

The analysis showed that the percentage of Indian children who participated was _____ compared to the _____ total percentage of all children who participated.

The analysis showed (*check one*):

- There is no gap in participation
- There is a gap in participation (*describe below how the LEA addressed these gaps*).

Check one

- The LEA did follow the procedures in the IPP
 - The LEA did not follow the procedures in the IPP. **Explain why below and what the LEA will do in the future to remediate the issue.**
-



IPP Monitoring Checklist – Policy 3

Y/N	Requirement	Notes/ Page No.
	Does the LEA describe the result of the equal participation analysis in educational programs and activities?	
	Does the LEA describe <i>which</i> programs were evaluated?	
	Does the LEA describe <i>how and when</i> it communicated the results of the evaluation with the tribes and parents of Indian children?	



IPP Monitoring Checklist – Policy 3 cont.

Y/N	Requirement	Notes/ Page No.
	Were there any gaps in participation and if so, did the LEA takes the steps outlined in the IPPs to remediate the gaps?	
	Does the LEA specify when the meeting was held on the equal participation results?	
	Did the LEA provide the information within the specified timeframe described in the IPP?	
	Did the LEA follow the procedures in the IPP?	



Policy 4 and Questionnaire

Modify the IPPs if necessary, based upon the results of any assessment or input described in §222.94(b). *34 CFR 222.94*

Meetings for Input On the content IPP			
Type of Meeting (School Board, IEC, etc.)	Date of Meeting	Date Notice and IPP sent	Method(s) of Dissemination (Specify Tribe and parents if different)

Check one

- No changes were made to the IPP
- Changes were made to the IPP (*describe below*):



Policy 4 Questionnaire - cont.

Review and Approval of IPP			
Group or Individual Reviewing IPP	Date of Board Approval	Date Updated IPP Sent	Method(s) of Dissemination (Specify Tribe and parents if different)

Check one

- The LEA did follow the procedures in the IPP
- The LEA did not follow the procedures in the IPP. **Explain why below and what the LEA will do in the future to remediate the issue.**



IPP Monitoring Checklist – Policy 4

Y/N	Requirement	Notes/ Page No.
	Does the LEA describe <i>how and when</i> the LEA notified the tribe and parents of Indian children of the meeting to review the IPP?	
	When did the LEA provide a copy of the IPPs to tribes and parents of Indian children?	
	Does the LEA make any changes to the IPPs?	
	If the LEA made changes, when and how did the LEA notify the tribe and parents of Indian children of the changes?	
	Did the LEA follow the procedures in the IPPs?	



Policy 5 and Questionnaire

Respond at least annually in writing to comments and recommendations made by tribes or parents of Indian children, and disseminate the responses to the tribe and parents of Indian children prior to the submission of the IPPs by the LEA.

34 CFR 222.94

Please complete the table identifying the types of feedback the LEA received through the consultation process.

Please attach copies of your written responses to the parent and tribal comments or recommendations received through the consultation process.



Policy 5 Questionnaire - Cont.

Feedback Summary			
Comment Subject	Received Feedback Y/N	Made Changes Related to Feedback Y/N	Responded in Writing Y/N
Educational Program			
IPPs			
Equal Participation			

If the LEA received feedback from any forum, please complete this table.

Written Responses Dissemination		
Responses to	Date Sent	Method Sent
Tribal Officials		
Parent of Indian Children		



Policy 5 Questionnaire – Cont.

If no feedback received, describe any action taken by the LEA to increase parental and tribal participation in the consultation process (list).

Check one

- The LEA did follow the procedures in the IPP
 - The LEA did not follow the procedures in the IPP. **Explain why below and what the LEA will do in the future to remediate the issue.**
-



IPP Monitoring Checklist – Policy 5

Y/N	Requirement	Notes/ Page No.
	Did the LEA receive any comments, concerns or recommendations through the consultation process?	
	If not, what did the LEA do to increase parental and tribal participation in the consultation process?	
	Did the consultation result in any changes to the IPPs?	
	When and how did the LEA provide written responses to the tribe and parents of Indian children?	
	Did the LEA follow the procedures in the IPP?	



Policy 6 and Questionnaire

Provide a copy of the IPPs annually to the affected tribe or tribes.

34 CFR 222.94

Dissemination of IPPs to the tribe(s)	
Method	Date

Check one

- The LEA did follow the procedures in the IPP
 - The LEA did not follow the procedures in the IPP. **Explain why below and what the LEA will do in the future to remediate the issue.**
-



IPP Monitoring Checklist – Policy 6

Y/N	Requirement	Notes/ Page No.
	Does the LEA describe <i>how and when</i> the IPPs were distributed to the tribe?	



Resources

- <https://impactaid.ed.gov/resources/>



Indian Policies and Procedures

- IPP Regulations (PDF)
- Sample Indian Policies and Procedures Template (MS Word)
- Sample IPP Waiver Letter (MS Word)
- IPP Screening Checklist (PDF)
- Waiver Screening Checklist (PDF)
- Monitoring Implementation Checklist (PDF)



Monitoring (Field Reviews)

- Letter to New or Non-Continuing LEAs without Indian Lands or with an IPP Waiver (MS Word)
- Letter to LEAs for IPP Compliance Monitoring (MS Word)
- Letter to LEAs for IPP Implementation Monitoring (MS Word)



Contact Us

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IAP Application Portal & Listserv

<https://impactaid.ed.gov/>

IAP 7003 Resources

<https://impactaid.ed.gov/resources/>

Legislation, Regulations, and Guidance

<https://impactaid.ed.gov/legislation/>



Questions

