

Title I Equipment Purchases “Look Fors”



Check applicable boxes during your preparation/review as a tool to assist you in the process.

SPSA/SPSA Modification	Shopping Cart
<p>Description of the purpose/need for purchasing the technology equipment including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Make/Model <input type="checkbox"/> Quantity <input type="checkbox"/> Unit Cost (including ancillary charges) <ul style="list-style-type: none"> <input type="checkbox"/> General Supplies Technology (Under \$500)* <input type="checkbox"/> Non-Capitalized Equipment (\$500-\$4,999)* <input type="checkbox"/> Capitalized Equipment (\$5,000 or more)** <input type="checkbox"/> Ancillary Charges <ul style="list-style-type: none"> <input type="checkbox"/> eWaste <input type="checkbox"/> Installation/Integration Fees <input type="checkbox"/> Warranty <input type="checkbox"/> LAUSD Software Bundle <input type="checkbox"/> Tax <input type="checkbox"/> Budget Item Number <ul style="list-style-type: none"> <input type="checkbox"/> General Supplies Technology (40127) <input type="checkbox"/> Non-Capitalized Equipment, Classroom (40124) <input type="checkbox"/> Non-Capitalized Equipment, Other (40125) <input type="checkbox"/> Capitalized Equipment (60033)** <input type="checkbox"/> Funding Source <input type="checkbox"/> Funds budgeted + additional 10% (\leq \$1,000) 	<ul style="list-style-type: none"> <input type="checkbox"/> SPSA/SPSA Modification (including evidence of sufficient funding) <input type="checkbox"/> Quote (current quote <30 days) <input type="checkbox"/> Make/model, quantity, cost match SPSA/SPSA Modification and Quote <input type="checkbox"/> Correct Commitment Item <ul style="list-style-type: none"> <input type="checkbox"/> General Supplies Technology (430001)* <input type="checkbox"/> Non-Capitalized Equipment (440001)* <input type="checkbox"/> Capitalized Equipment (640001)** <input type="checkbox"/> Ancillary Charges under the same commitment item as the equipment <ul style="list-style-type: none"> <input type="checkbox"/> eWaste <input type="checkbox"/> Installation/Integration Fees <input type="checkbox"/> Warranty <input type="checkbox"/> LAUSD Software Bundle <input type="checkbox"/> Tax <input type="checkbox"/> The Equipment is not multi-funded with general funds

* Equipment approvals will require FSEP to verify CEI and additional Title I documentation on file.

**Requires CDE approval. Follow guidelines in the Program and Budget Handbook.

Sample 1*	Sample 2*
<p><u>Chromebooks (General Supplies Technology):</u></p> <ul style="list-style-type: none"> -Lenovo 100e AMD Chromebook: $\\$188.85 \times 60 = \\$11,331$ -Chrome Service 1YR: $\\$24.50 \times 60 = \\$1,470$ -eWaste: $\\$4 \times 60 = \\240 -Estimated Tax = $\\$1,077$ -10% overage for incidental cost = $\\$1,000$ (not to exceed \$1,000) <p>Total Budgeted Amount = \$15,118</p> <p><u>Macbook (Non-Capitalized Equipment):</u></p> <ul style="list-style-type: none"> -16 inch Macbook Pro: $\\$1,901.92 \times 2 = \\$3,803.84$ -3yr Apple Care for Schools: $\\$379.95 \times 2 = \\759.90 -eWaste: $\\$5 \times 2 = \\10 -LAUSD Software Bundle: $\\$115 \times 2 = \\230 -Estimated Tax = $\\$361.36$ - Purchase Total = $\\$5,165.10$ -10% overage for incidental cost = $\\$516.51$ <p>Total Budgeted Amount = \$5,682</p>	<p><u>Chromebooks (General Supplies Technology):</u></p> <p>Lenovo 100e AMD Chromebook 2nd Gen: $\\$188.85 \times 60 = \\$11,331$ + Chrome Service 1YR: $\\$24.50 \times 60 = \\$1,470$ + eWaste: $\\$4 \times 60 = \\240 + Estimated Tax = $\\$1,077$ + 10% overage for incidental cost = $\\$1,000$ (not to exceed \$1,000)</p> <p>Total Budgeted Amount = \$15,118</p> <p><u>Macbook (Non-Capitalized Equipment):</u></p> <p>16 inch Macbook Pro: $\\$1,901.92 \times 2 = \\$3,803.84$ + 3yr Apple Care for Schools: $\\$379.95 \times 2 = \\759.90 + eWaste: $\\$5 \times 2 = \\10 + LAUSD Software Bundle: $\\$115 \times 2 = \\230 + Estimated Tax = $\\$361.36$ + Purchase Total = $\\$5,165.10$ + 10% overage for incidental cost = $\\$516.51$</p> <p>Total Budgeted Amount = \$5,682</p>

* The style may vary by Local District but the final totals on the modification should match the quote.

Describe the effective strategies selected to achieve the School's Measurable Objective(s) and the action(s) the school will take to implement the strategies.	What is the school buying?	What is the Budget Item No.?	How much does it cost?	What is the program funding source?
<p>Example 1 5 Projectors Purchase Total: 1,250 + 10% Total Budgeted Amount: 1,375</p> <p>5 Document Cameras Purchase Total: 1,250 + 10% Total Budgeted Amount: 1,375</p> <p>20 iPads Purchase Total: 5,000 + 10% Total Budgeted Amount: 5,500</p>	General Supplies Technology	40127	<p>\$8,250</p> <div style="border: 1px solid green; padding: 5px; width: fit-content; margin: 10px auto;"> $1,375 + 1,375 + 5,500 = 8,250$ </div>	7S046
<p>Example 2 5 Laptop Carts Purchase Total: 5,000 + 10% Total Budgeted Amount: 5,500</p> <p>5 Desktops Purchase Total: 5,000 + 10% Total Budgeted Amount: 5,500</p> <p>20 Laptops Purchase Total: 10,000 + 10% Total Budgeted Amount: 11,000</p>	Non-Cap Equipment	40124	22,000 (12,000 BAR + 10,000 previously budgeted)	7S046
<p>Example 3 5 Projectors Purchase Total: 1,250 + 10% Total Budgeted Amount: 1,375</p> <p>5 Document Cameras Purchase Total: 1,250 + 10% Total Budgeted Amount: 1,375</p> <p>20 iPads Purchase Total: 5,000 + 10% Total Budgeted Amount: 5,500</p> <p>---</p> <p>5 Laptop Carts Purchase Total: 5,000 + 10% Total Budgeted Amount: 5,500</p> <p>5 Desktops Purchase Total: 5,000 + 10% Total Budgeted Amount: 5,500</p> <p>20 Laptops Purchase Total: 10,000 + 10% Total Budgeted Amount: 11,000</p>	<p>General Supplies Technology</p> <p>---</p> <p>Non-Cap Equipment</p>	<p>40127</p> <p>---</p> <p>40124</p>	<p>\$8,250</p> <p>---</p> <p>22,000 (12,000 BAR + 10,000 previously budgeted)</p>	<p>7S046</p> <p>---</p> <p>7S046</p>

Note 1: If this is a non-budget modification, you can write "\$ was previously budgeted" under "How much does it cost?"

Note 2: If two modifications (or plan page and mod) were used to purchase the equipment, both documents must be attached to the shopping cart and submitted to Hector Arteaga during approval process.

