# VIRGINIA DEPARTMENT OF EDUCATION

# LEA FUNDS TRANSFER REQUEST FORM

# (Section 5103(b)(2) of ESSA)

## Directions for submission:

Scan and email the completed, signed form to the VDOE program specialist for the program *from* which funds are being transferred (Title II, Part A or Title IV, Part A).

### Check the box indicating the grant year for the transfer:

[ ]  2020-2021 (7/1/20- 9/30/22)

[ ]  2021-2022 (7/1/21- 9/30/23)

[ ]  2022-2023 (7/1/22- 9/30/24)

[ ]  2023-2024 (7/1/23- 9/30/25)

### Contact information:

School Division: **Click here to enter text.**

Contact Person (for grant transferring funds): **Click here to enter text.**

Email Address: **Click here to enter text.**

Telephone Number: **Click here to enter text.**

Fax Number: **Click here to enter text.**

### Part 1: LEA Identification of Program(s) Transferring Funds

An LEA may transfer up to 100 percent of its Title II, Part A, or Title IV, Part A, allocation for a given fiscal year into: Title I, Part A; Title I, Part C; Title I, Part D; Title II, Part A; Title III, Part A; Title IV, Part A; or Title V, Part B. A separate request is required for each program to and/or from which the division requests a transfer of funds.

Program Transferring Funds**: Click to select a program area.**

Amount of Funds Transferred for this Request: **Click here to enter text.**

### Part 2: LEA Identification of Program(s) Receiving Transferred Funds

Once funds have been transferred into a program, they may not be transferred out at a later time.

Program Receiving Funds: **Click to select a program area.**

Amount of Funds Transferred for this Request: **Click here to enter text.**

### Part 3: Affirmation of Consultation with Private Schools

Check one:

**🞏** The division affirms that timely and meaningful consultation with participating private schools did occur regarding transfer of federal funds. *(Affirmation forms are to be kept on file by LEA and submitted to* ***Equitable.Services@doe.Virginia.gov****.)*

**🞏** The division affirms that there are no private schools in the division.

### Part 4: Affirmation of Approved Applications

**🞏** The division affirms that the program applications for the sending title and the receiving title reflecting the final allocation released via Superintendent’s Memos and the correct transferability amount are approved.

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Superintendent/Designee Signature Date