Date

Dear Private School Administrator,

Each year the Virginia Department of Education requires public school divisions to inform private schools of their eligibility to participate in all federally funded grant programs, to include the following:

* *Title I, Part A (Improving Basic Programs);*
* *Title I, Part C, (Education of Migratory Children);*
* *Title II, Part A (Supporting Effective Instruction);*
* *Title III, Part A (Language Instruction for English Learners and Immigrant Students);*
* *Title IV, Part A (Student Support and Academic Enrichment Grants);and*
* *Title IV, Part B (21st Century Community Learning Centers).*

A brief description of each of these programs is included below.

In order to comply with this directive, it is our responsibility to ascertain whether your school wishes to participate in one or more of the above-listed programs, or to learn more about the opportunities for participation. Please note that only non-profit schools may participate, and certain programs have additional eligibility requirements, which will be discussed in subsequent consultation meetings.

To indicate a desire to participate, or to engage in consultation to learn more about program participation, please **complete the Intent to Participate form** included below and return to school division at the address indicated below.

The **deadline** for your response is \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2024. If a response is not received by this deadline, the school division will make further contact attempts for an additional two weeks after the deadline. A private school that does not respond will be considered non-participating, absent good cause.

You are invited to attend an informational meeting about **[Name of School Division**] Public Schools’ federally funded grant programs. The meeting will be held on **[date, time, place, address]**. **Please call (xxx) 000-0000 to RSVP your attendance by [date]**. If you are not available to attend on this date, please notify us so that an alternative time may be arranged.

Sincerely,

***[Signature]***

***[Title]***

***[Mailing address]***

***[Email and Phone]***

**Program Descriptions**

***Title I, Part A, Improving Basic Programs***

Title I, Part A, provides supplemental educational services for ***eligible*** private school students in need of instructional support who are educationally disadvantaged and failing or most at risk of failing to meet high academic standards and who live in Title I participating public school attendance areas. A needs assessment is necessary in order to determine the eligibility of students in the private school. The funding formula is based primarily on low-income data.

***Title I, Part C – Migrant Education***

Title I-C supports educational programs and services that address the unique needs of migratory children. Supplemental instructional services are designed for preschool and school-aged eligible students as well as young adults under the age of twenty-two, targeting students who are most at risk due to their high mobility and/or limited proficiency in English.

***Title II, Part A, Supporting Effective Instruction***

The goal of the Title II, Part A, program is to provide assistance for preparing, training, recruiting and retaining high quality teachers, principals, and other school leaders. Funds are made available to improve teaching and student learning, addressing specific student needs.  Activities include the provision of sustained and intensive evidence-based professional development that can help students achieve high academic standards.

The funding formula is based primarily on K-12 student enrollment data.

***Title III, Part A, Language Instruction for English Learners and Immigrant Students***

The Language Instruction for English Learners (EL) and Immigrant Students program provides funds for helping EL students attain English proficiency and meet the same challenging State academic standards required of all students. Supplemental educational services for eligible private school students who are identified as English Learners may be provided. Qualification criteria will be discussed during consultation. Funds may also be used to provide professional development to teachers of English Learners.

***Title IV, Part A, Student Support and Academic Enrichment Grants***

The Title IV, Part A, program is intended to increase the capacity of local educational agencies, schools, and local communities to provide all students with access to a well-rounded education, improve school conditions for student learning, and enhance the use of technology in order to improve the academic achievement and digital literacy of all students. The funding formula is based primarily on K-12 student enrollment data.

***Title IV, Part B , 21st Century Community Learning Centers (CCLC)***

The 21st CCLC program is a competitive program that supports the creation of community learning centers that will provide academic enrichment opportunities during non-school hours for children, particularly students who attend high-poverty and low-performing schools. The program helps students meet state and local standards in core academic subjects, such as reading and mathematics; offers students a broad array of enrichment activities that can complement their regular academic programs; and offers literacy and other educational services to the families of participating children.

**PRIVATE NONPROFIT SCHOOL INTENT TO PARTICIPATE FORM**

**2024-2025 School Year Enrollment Data**

**(To be used for initial 2024-2025 applications)**

**Section A – Intent to Participate**

**Title I, Part A – Improving Basic Programs**

Do YouIntend to Participate? Yes \_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_

(If you have checked “yes” to participating in the Title I, Part A, program, you will be required to provide specific student eligibility data to be discussed during consultation.)

**Title I, Part C – Education of Migratory Children**

Do YouIntend to Participate? Yes \_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_

Number of eligible students enrolled in 2024-2025 residing in school division \_\_\_\_\_\_\_\_\_\_\_

**Title II, Part A – Supporting Effective Instruction**

Do You Intend to Participate? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

Total number of K-12 private school students enrolled in 2024-2025 \_\_\_\_\_\_\_\_\_

**Title III, Part A – Language Instruction for English Learners and Immigrant Students**

Do You Intend to Participate? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

Number of potentially eligible students in 2024-2025 enrolled in private school \_\_\_\_\_\_\_\_\_\_

(Additional eligibility discussions will occur during consultation.)

**Title IV, Part A – Student Support and Academic Enrichment Grants**

Do You Intend to Participate? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

Total number of K-12 students enrolled in 2024-2025\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Title IV, Part B – 21st Century Community Learning Centers (CCLC)**

Do You Intend to Participate? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

Total number of K-12 students enrolled in 2024-2025 enrolled in eligible schools (to be discussed in consultation) \_\_\_\_\_\_\_\_\_\_

**Section B – Program Compliance**

This private school is in compliance with all applicable state and federal laws. Yes \_\_\_\_\_\_ No \_\_\_\_\_\_\_\_

This school qualifies for Nonprofit status. Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section C – Contact Information**

**School Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Print Contact Person’s Name and Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_