



COMMONWEALTH of VIRGINIA  
Department of Education

September 18, 2015

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

**SUBJECT: 2015-2016 Title III, Part A, Allocations under Provisions of the *Elementary and Secondary Education Act of 1965* (ESEA)**

The purpose of this memorandum is to announce division allocations and application processes for three separate funding streams available under Title III, Part A, of ESEA for the 2015-2016 school year:

- Limited English Proficient Allocations (LEP Award);
- Standard Immigrant Children and Youth Allocations (*Standard IY Award*); and
- Supplemental Immigrant Children and Youth Allocations (*Supplemental IY Award*).

The Department annually allocates LEP and *Standard IY* awards under Title III, Part A, to qualifying school divisions; however, the *Supplemental IY* awards are available as a one-time award based on the criteria explained in this memorandum.

**LEP AWARDS**

The “LEP Award” column in **Attachment A** provides the 2015-2016 LEP awards for individual school divisions based on the fall 2014 reported enrollment of LEP students.

**Divisions Receiving an LEP Award of \$10,000 or More**

Divisions with an approved 2015-2016 Title III application in the Online Management of Educational Grant Awards (OMEGA) system in the Single Sign-On for Web Systems (SSWS) portal must submit an amendment to the Title III application through OMEGA reflecting their 2015-2016 LEP allocation.

**Divisions Receiving an LEP Award of Less than \$10,000**

Under Section 3247(b) of ESEA, a school division with an LEP award of less than \$10,000 cannot access the funds unless the division submits a joint application with one or more divisions in a Title III consortium. The collective total LEP allocation of divisions participating in the consortium must be \$10,000 or more. The Department considers 2015-2016 Title III consortium memberships finalized as of July 1, 2015.

- **Title III Statewide Consortium Participants**

- ***Application Submission***

- Divisions participating in the 2015-2016 statewide consortium must submit a separate application for their LEP award to the Department by Friday, October 16, 2015. The completed application should be e-mailed to Stacy Freeman, Title III specialist, at [Stacy.Freeman@doe.virginia.gov](mailto:Stacy.Freeman@doe.virginia.gov).

- Application materials, as well as instructions for completing and submitting the application, will be e-mailed separately to participating divisions.

- ***Adjusted Allocations***

The LEP awards in Attachment A represent the individual division allocation *prior* to adjustments applied based on participation in the 2015-2016 statewide consortium. Participating divisions should refer to the “Allocation” tab in the *Budget Workbook* of the Title III Statewide Consortium application for final adjusted LEP awards. Attachment D contains information about technical assistance opportunities to assist statewide consortium participants with completing and submitting the appropriate application.

- **Independent Consortium Participants**

- For divisions participating in an independent Title III consortium with an approved 2015-2016 Title III application in OMEGA, the division serving as the fiscal lead on behalf of consortium members must submit through OMEGA an amendment to the approved Title III application reflecting the total 2015-2016 LEP award for the consortium.

Questions related to the 2015-2016 Title III Statewide Consortium or independent consortia should be referred to Stacy Freeman, Title III specialist, at [Stacy.Freeman@doe.virginia.gov](mailto:Stacy.Freeman@doe.virginia.gov) or (804) 371-0778.

## **IY AWARDS**

### **Divisions Receiving a Standard IY Award**

The “Immigrant Children and Youth Award” column in **Attachment A** provides the 2015-2016 *standard* IY awards for qualifying divisions. These funds are awarded to certain divisions meeting the state’s criteria for a significant increase of IY students. All divisions receiving a *standard* IY award must submit an IY application in OMEGA using the process described below, as applicable to the division:

- Divisions receiving an LEP award of \$10,000 or more with an approved 2015-2016 Title III *individual* application in OMEGA must submit an *amendment* to the Title III application through OMEGA reflecting their 2015-2016 IY allocation.
- Divisions receiving an LEP award of \$10,000 or more with an approved 2015-2016 Title III *consolidated* application in OMEGA *or* divisions receiving an LEP award of under \$10,000 without a 2015-2016 Title III application in OMEGA must submit a *separate* Title III application through OMEGA reflecting their 2015-2016 IY allocation.

When submitting an application amendment or a separate IY application for *standard* IY funds through OMEGA, divisions should complete all information in the Cover Page and Budget sections of the application, as well as the IY tab. Applications for *standard* IY funds are due to the Department by Friday, October 16, 2015.

### **Divisions Receiving a Supplemental IY Award**

**Attachment B** provides the one-time *supplemental* IY awards for qualifying divisions. The 2015 Congressional Appropriations Act authorized additional 2015-2016 IY funds to states where, during calendar year 2014, the U.S. Department of Health and Human Services’ Office of Refugee Resettlement (ORR) placed **50 or more unaccompanied children** in one or more divisions, with a sponsor, while their immigration cases were resolved. Virginia is awarding these *supplemental* IY funds to all divisions that received a 2015-2016 *standard* IY award, with increased funding awarded to those divisions reported by ORR as receiving **50 or more unaccompanied children** in calendar year 2014. Because of the unique nature of this award, all divisions receiving a *supplemental* IY award must submit an IY application using the process described below:

- ***Application for Supplemental IY Awards***

A paper application must be submitted by divisions awarded *supplemental* IY funds for 2015-2016. The application is posted in the Title III Toolkit on the Title III Web page in the Funding tab under the heading of “Immigrant Children and Youth Funds.” The link to the Title III page is:

[http://www.doe.virginia.gov/federal\\_programs/esea/title3/index.shtml](http://www.doe.virginia.gov/federal_programs/esea/title3/index.shtml). Applications for *supplemental* IY funds are due to the Department by Friday, October 16, 2015. The completed application should be e-mailed to Stacy Freeman, Title III specialist, at [Stacy.Freeman@doe.virginia.gov](mailto:Stacy.Freeman@doe.virginia.gov).

The U.S. Department of Education assigned a **separate award number** for the one-time *supplemental* IY funds than the *standard* IY funds allocated each year. As a result, the Department and divisions must track the supplemental IY funds separately. Also, reimbursements for the supplemental IY funds must be submitted through OMEGA under a separate project code.

**Attachment C** provides grant award terms for all portions of the Title III, Part A, award. The Title III, Part A, allocation is available through the reimbursement process as of July 1, 2015, pending an approved application for the funding stream being reimbursed.

#### **TECHNICAL ASSISTANCE FOR APPLYING FOR TITLE III, PART A, FUNDS**

**Attachment D** provides the dates and times of a teleconference call and webinar to assist school divisions in applying for an LEP award, a *standard* IY award, or a *supplemental* IY award.

#### **UNCLAIMED FUNDS UNDER TITLE III, PART A**

If the Department has not received an application for any portion of the 2015-2016 Title III, Part A, funds from qualifying divisions by October 31, 2015, the unclaimed funds will be reallocated to eligible school divisions as required under Section 3114(c).

Questions about the Title III, Part A, allocations or application processes should be addressed to Stacy Freeman, Title III specialist, at [Stacy.Freeman@doe.virginia.gov](mailto:Stacy.Freeman@doe.virginia.gov) or (804) 371-0778.

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Attachments:

- A. [Elementary and Secondary Education Act of 1965, Title III, Part A, Language Instruction for Limited English Proficient and Immigrant Students 2015-2016 Grant Allocations](#) (PDF)
- B. [Supplemental Immigrant Children and Youth 2015-2016 Grant Allocations](#) (PDF)
- C. [Elementary and Secondary Education Act of 1965, Title III, Part A, Language Instruction for Limited English Proficient and Immigrant Students, Terms of Grant Award](#) (PDF)
- D. [Technical Assistance to Assist School Divisions in Completing an Application for 2015-2016 LEP and/or Standard and/or Supplemental IY Funds](#) (PDF)