



STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

May 31, 2018

To: Chief School Administrators, Charter School and Renaissance School Project Leads

Route To: School Business Administrators, *ESEA* Project Directors

From: Glenn Forney, Deputy Assistant Commissioner
Division of Finance

Karen L. Campbell, Director

Office of Supplemental Educational Programs
Division of Learning Supports and Specialized Services

Deadline: June 29, 2018

**Fiscal Year 2019 Elementary and Secondary Education Act (ESEA) Allocation
Notices and Consolidated Subgrant Application**

I. ESEA Allocations

For the 2018-19 school year, the New Jersey Department of Education (NJDOE) has released Local Education Agencies' (LEA) FY 2019 *ESEA* Consolidated Formula Subgrant allocation notices for the following federal grant programs:

- Title I, Part A: *Improving Basic Programs Operated by Local Education Agencies*
- Title II, Part A: *Teacher and Principal Training and Recruiting Fund*
- Title III, Part A: English Language Acquisition, Language Enhancement, and Academic Achievement Act
- Title III, Part A-Immigrant: *Language Instruction for Immigrant Students*
- Title IV, Part A: *Student Supports and Academic Enrichment*

The FY 2019 *ESEA* Allocation Notices are available via the *ESEA* Allocation Notices link on the NJDOE Homeroom webpage. If necessary, district web user administrators can add web user accounts or authorize existing web user accounts for access to the *ESEA* Allocation Notices link.

Note: FY 2019 Newly Opened Charter Schools - Allocations to charter schools opening in the fall of 2018 will be made in January 2019 and will be based on actual data as of October 15, 2018. The allocation notices for these charter schools will be available in the NJDOE Homeroom by January 31, 2019.

Allocation Notice Explanation

The summary allocation notice lists the LEA's allocation amount for each *ESEA* program. LEA allocation notices uploaded to the NJDOE's Homeroom webpage provide the details described below.

FY 2019 Formula Allocation

Calculations for each title are based on federal statute and guidance.

FY 2019 Charter School and Renaissance School Project Set-Asides

These amounts reflect funds allocated to the charter schools and renaissance school projects, and are based on projected data. Final allocations will be calculated once actual charter school and renaissance school project data are available. Any upward or downward adjustments resulting from these final allocation calculations for FY 2019 will be reflected in the FY 2020 *ESEA* allocation notices. If a charter school or renaissance school project closes or does not open, funds will be reallocated to the "sending" LEA and will be reflected in the LEA's FY 2020 allocations.

FY 2018 Allocation Adjustment

These amounts reflect increased or decreased amounts that were calculated in the FY 2018 adjusted formulas. The FY 2018 allocation adjustment amounts are listed separately on the FY 2019 allocation notice and include adjustments from FY 2018 for both the LEA and nonpublic schools.

FY 2018 Reallocated Funds

These amounts reflect the LEA's portion of grant funding that was unexpended by all LEAs that were allocated *ESEA* funding in the previous year.

Total FY 2019 Allocation

These totals identify *all funds* that are available for expenditure in FY 2019.

Project Start Date

The FY 2019 *ESEA* project period begins on July 1, 2018. An LEA that successfully submits its *ESEA* applications through EWEG by the stated due date will have an application in "substantially approvable form" because the LEA will have agreed to the assurances as federally required. Pursuant to federal guidance, this allows the LEA to obligate its *ESEA* funds for allowable grant-related expenditures as of the project start date of July 1, 2018. LEAs will receive automatic email notifications through EWEG when their applications have been received in substantially approvable form. Non-receipt of funds cannot delay the delivery of services to students. For additional explanation, please refer to the NJDOE's [General Entitlement Grant Guidance](#) in the sections entitled "Period of Obligation of the Funds" and "Late Submission of the Grant Application."

Program-Specific Information for Each Title

To ensure equitable services are provided in a timely manner, pursuant to requirements under *ESEA*, as amended by the *Every Student Succeeds Act (ESSA)*, an LEA must obligate all funds allocated for equitable services in the year for which they are appropriated.

Title I, Part A

For LEAs serving Comprehensive or Targeted Schools with Title I, Part A funds, up to 30% of the total Title I, Part A grant award may be reserved to complement school-level Title I allocations in supporting the implementation of the schools' approved Annual School Plans (ASPs).

Schools identified as Comprehensive or Targeted, as well as any school operating a Title I Schoolwide program in the 2018-19 school year, must complete the Annual School Planning process using the online system. The ASP must reflect the mutually agreed upon interventions for which the school, LEA, and Comprehensive Support and Improvement Team will be held accountable. The ASP online platform, for use by LEAs is available on the [NJDOE's Annual School Plan System \(ASPS\)](#). Any updates/revisions to the ASP must be submitted using the ASPS.

In accordance with *ESEA* §1122 (c) Title I, hold harmless applies to LEAs depending upon their poverty rates, as follows:

- 95% hold harmless for LEAs with a minimum 30% poverty;
- 90% hold harmless for LEAs with poverty rates between 15% and 30%; and
- 85% hold harmless for LEAs below 15% poverty.

Additionally, adjustments are made for transfers to vocational and charter schools/renaissance projects.

Title I, Part A allocations are calculated by the USDE based on estimates of the U.S. Census Bureau data (enrollment and poverty) as required by federal legislation.

Eligibility for Title I, Part A funds is determined on an annual basis. Since actual enrollment and at-risk data are unavailable for charter schools and renaissance school projects with significant enrollment increases, projections are used to determine eligibility and allocations for these charter schools. After the review of October 2018 enrollment data, the NJDOE may determine these charter schools and renaissance school projects are ineligible for Title I funds or will significantly reduce the Title I allocation. Affected charter schools/renaissance school projects that lose eligibility or have their allocation significantly reduced will be notified as soon as the impact of the change is determined.

Title II, Part A

The hold harmless provision for LEAs was eliminated under *ESEA*, as amended by *ESSA*. As a result, Title II, Part A funds will be distributed to LEAs follows:

- 80% of the funds will be distributed to LEAs based on the relative numbers of students ages 5 through 17 who reside in the area the LEA serves, and who are from families with incomes below the poverty line, based on the most recent census data as determined by USDE; and
- 20% of the funds will be distributed to LEAs based on the relative numbers of individuals ages 5 through 17 who reside in the area the LEA serves, based on the most recent Census data as determined by USDE.

Due to this change in how funds are distributed, LEAs/agencies may see a significant change to their Title II, Part A allocations each year.

ESEA requires LEAs to set aside a proportionate share of their Title II, Part A allocation, less administrative costs, for services for nonpublic schools. The LEA has the option to reserve a maximum of five percent of the total Title II, Part A allocation for administrative costs. If the LEA hires an entity to assist with the administration, then the fees cannot be charged to the grant beyond the five percent.

Title III

For the 2018-19 school year (FY 2019), public schools will receive Title III allocations based on the number of English language learners (ELLs) in preschool to grade 12 reported in the NJ SMART data collection system as of October 15, 2017.

Nonpublic schools will receive Title III services based on allocations derived from the number of ELLs who were receiving English as a second language instruction under the Chapter 192 program as of October 15, 2017. Title III funds will also be generated to serve ELLs attending nonpublic schools in New Jersey who reside out of state or who are enrolled as foreign exchange students. For the 2018-19 school year, the nonpublic ELL student enrollment count was reported by nonpublic schools in the Nonpublic School Enrollment Data Collection, and subsequently verified by the public school district. Public school districts must ensure the nonpublic schools within their jurisdiction identify ELLs and provide Title III services in accordance with federal regulations.

Minimum Funding Requirement for Budgeting Title III

LEAs, charter schools and renaissance school projects must have at least \$10,000 in Title III funds in order to budget those Title III funds. If the agency's allocation is less than \$10,000, the agency may:

- Form a consortium with one or more other agencies to meet the \$10,000 base amount; or
- Refuse the grant award.

LEAs that enter into a consortium must develop a Memorandum of Understanding (guidelines are provided on the [NJDOE Entitlement Grants](#) webpage), or an alternative arrangement that outlines how the consortium will meet the program's requirements. Those requirements include:

- Notifying parents of participating ELLs; and
- Ensuring fiscal agents of consortium member LEAs fulfill their fiscal and programmatic responsibilities as sub-grantees under Title III.

Title III Immigrant

These funds are allocated for the benefit of "immigrant children and youth." The *ESSA* defines such students as "individuals who: (A) are aged 3 through 21; (B) were not born in any State; and (C) have not been attending one or more schools in any one or more States for more than 3 full academic years." This definition does not apply to students born in Puerto Rico.

Title III Immigrant funds are awarded to LEAs that have experienced a significant increase in the percentage or number of immigrant children and youth, as compared to the two preceding fiscal years.

Note: Title III (ELL) and Immigrant allocations *cannot* be combined to meet the \$10,000 minimum requirement.

Title IV, Part A

ESEA introduced the Title IV, Part A, Student Supports and Academic Enrichment (SSAE) program. The stated purpose of this program is to increase student achievement by: providing all students with a well-rounded education; fostering safe, healthy, supportive, and drug free environments that support student academic achievement; and increasing access to personalized, rigorous learning experiences

supported by the use of technology to improve the academic achievement and digital literacy of all students.

ESEA provides that LEAs eligible for Title I, Part A allocation are also eligible to receive a Title IV, Part A allocation. For additional information, please refer to the [federal non-regulatory guidance for Title IV, Part A](#).

II. FY 2019 Consolidated Subgrant Application

The FY 2019 *Elementary and Secondary Education Act (ESEA)* Consolidated Subgrant Application will be available for Local Education Agency (LEA) completion on *Thursday, May 31, 2018*. Applications can be accessed through the Electronic Web Enabled Grant (EWEG) system on the NJDOE [Homeroom webpage](#). To receive FY 2019 *ESEA* funding, *applications must be submitted through EWEG by Friday, June 29, 2018*.

Because the FY 2019 *ESEA* project period runs from July 1, 2018 through June 30, 2019, summer programs and services should begin at the start of the *ESEA* project period. LEAs that successfully submit their applications by the June 29 due date may charge to the grant all allowable grant-related expenditures incurred as of July 1, 2018.

The NJDOE has posted [information](#) that specifically reviews the changes in the FY19 *ESEA* Consolidated Subgrant Application. FY 2019 *ESEA* Consolidated Grant Application [work sessions](#) are scheduled to take place in June. These sessions will give LEAs the opportunity to work directly with NJDOE staff on the completion of their respective applications.

New for FY 2019: Section 8452(b)(2) and (4) of the *ESEA*, as amended by the Every Student Succeeds Act (ESSA), imposes new restrictions on the length of time available for the review and approval of applications. If the NJDOE returns an application for revision to the LEA, the LEA must revise and resubmit the application within 45 days, otherwise the application will be deemed disapproved. Therefore, it is important for the LEA to monitor email notifications and respond to any revision requests from the NJDOE in a timely manner.

For questions or additional information regarding the FY 2019 *ESEA* Allocation Notices, contact the NJDOE's Office of Supplemental Educational Program at titleone@doe.nj.gov. For questions regarding the FY 2019 *ESEA* Consolidated Subgrant Application, please contact the Office of Grants Management at eweghelp@doe.nj.gov.

c: Members, State Board of Education
Lamont O. Repollet, Ed.D., Acting Commissioner
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group
Title I Committee of Practitioners
New Jersey Charter Schools Association
Advisory Committee for Nonpublic Schools