

Allocating Title III Funding to Non-Public Schools



Overview:

Process to determine the **Title III** funding available at each participating non-public school.

Title III is designed to improve the education of limited English proficient (LEP) students by helping them learn English and meet challenging state academic content and student academic achievement standards. The program provides enhanced instructional opportunities for immigrant students.

To determine the amount of Title III funds available at each participating non-public school,

1. An email is sent to all non-public schools listed on the non-public schools list provided by CDE at the beginning of September along with the following;
 - An **Overview of Title I, II, & III** explaining federal funds and the available options
 - An **Intent to Apply** (ITA) for federal funds form
 - An invitation to meet to learn more about the federal funding options available to them. **(16-17 ITA Form = 17-18 participation)**
2. Inform each non-public school that the **Intent to Apply** (ITA) for federal funds form is due by mid-September. (The ITA form needs to be collected prior to October 1 in case they are interested in participating in Title I). *Accessing Title I funds requires that additional forms documenting the number of students who qualify for free and reduced lunches and reside in either a DPS or neighboring district's Title I attendance areas.*
3. If the **Intent to Apply** form is not returned from one of the schools listed (CDE List), a second email is sent. If no email responses are received after repeated attempts, a certified letter is sent via USPS. *The LEA must be able to demonstrate that the non-public schools were contacted and afforded the opportunity to participate. The LEA should clearly document that good faith efforts were made to contact all eligible schools.*
4. Those who express interest in participating in Title III funds according to their returned Intent to Apply form are eligible to participate in the Title III options available during the following school year.
5. October 1, Home Language Questionnaire (HLQ) forms are sent to each participating non-public school to be completed and returned at the end of October in order to determine funding for the next school year.
6. The PPA is the same as the District Title III PPA. (Identified Title III students X PPA = Allocation)
7. At the beginning of March, consultation meetings are scheduled to occur in April with each participating Title III non-public school to begin planning for the next school year. Following the consultation meeting, non-public school representatives are sent a Title III plan to complete.
8. All non-public school Title III plans are to be completed and submitted via email by the first week in May.

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9. In May, the LEA contact, after consultation with the non-public school Title III representative, will:
 - Ask for revisions to the plan and return it to the non-public school for additional work, or
 - Approve the plan.
10. In June, all approved non-public school Title III plans and budgets are entered into the Consolidated Application and submitted for review by CDE.
11. Approved Title III Funds may be accessed after July 1 and must be used by the following June 30.