

MEMORANDUM

TO: Title III Directors

FROM: Amelia Courts, Executive Director
Office of International Schools

DATE: July 2, 2009

RE: **2009-10 Title III Allocations and Directions for Submitting 5 Year Strategic Plan**

Today I received West Virginia's Title III allocation from the US Department of Education. This amount reflected a slight increase from last year and was used to calculate LEA Title III allocations:

2009-10 Title III Allocation – Attached, please find the allocation amounts for 2010 funding. This report was generated from WWEIS 10th month report and includes all students in each district who:

- Have active bilingual records AND placement codes of “E” or “M” AND no exit date
- Calculating at approximately 1876 total LEP students statewide, the per student allocation for 2009-10 Title III is \$275 per student. If you have questions regarding the 10th month WWEIS data for your county, feel free to contact me directly.
- Training for submitting the **Title III portion of the Strategic Plan** was provided at the May 2009 meeting. The directions for submitting the plan, including Sample Action Steps, Consortia Guidelines and Title III Scoring Guide are available at: http://wvconnections.k12.wv.us/documents/DirectionsTitleIIIComponents050509_000.doc

Recent Funding Guidelines from US Department of Education (ED) - In October 2008, ED issued several clarifications regarding allowable uses of Title III funds. These guidelines were presented at the May 2009 meeting and should be followed for 09-10 applications:

- Neither Title I nor Title III funds may be used to administer ELP assessments for identification and placement purposes (e.g. Title III funds may not be used to pay for substitutes for administering Woodcock Munoz).
- Title I and Title III funds may not be used to administer State ELP assessments (WESTELL) because use of Title III funds for this purpose would violate the supplement not supplant requirements (e.g. Title III funds may not be used to pay for substitutes for WESTELL administration).
 - Title III funds may not be used to provide core language instruction educational programs, including providing for the salaries of teachers who provide those core services for LEP students (e.g. Title III funds may not be used to pay the salaries of ESL teachers).

Grant Applications

- Individual Applications - those counties that are highlighted in green on the attached worksheet (minimum funding amount is \$10,000 / \$275 per student = minimum 37 students) may apply for an Individual Title III Grant.

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- Consortium Grant Applications - US Department of Education guidelines for consortia require consortia applications to meet the required LEP student count to receive the minimum \$10,000 grant (calculating at \$275 per student, consortia membership must include at least 37 LEP students). In order to maximize the number of counties that receive funding, I am suggesting the continued use of RESAs as Consortium leads and the on-going collaboration among low-incidence counties. In consortia applications, one county acts as the lead fiscal agent, and then distributes the appropriate funds to all consortium member counties based on each county's LEP count. However, ***all consortium members must complete the necessary portions of the Strategic Plan.*** If you were not a consortium member last year, or wish to change your membership, please email me and I will provide technical assistance.