

NONPUBLIC TECHNOLOGY INITIATIVE RECOMMENDED TIMELINES



Note: All Nonpublic Schools were required to indicate a desire to participate when they filled out the annual Nonpublic School Enrollment Report. If a school did not indicate a desire to participate, that school cannot participate for the upcoming school year. **The desire to participate must be indicated every year on the annual Nonpublic School Enrollment Report.**

The district consults with the nonpublic schools located within its boundaries to understand the technology needs for the upcoming school year. For planning purposes, the district can use the previous year's entitlement amount as an estimate for the upcoming school year.	By the end of May
Nonpublic school submits request for technology and/or professional development to the district.	By the end of June
NJDOE supplies entitlement figure to the district.	Mid-July
The district informs the nonpublic schools of the actual State allocation received.	By the end of July
Payment sent from NJDOE to the district as a lump sum	Typically by July 31
The district's BOE approves nonpublic school request at Board meeting	June through August
The district submits agreement to the Executive County Superintendent Agreement contains: <ul style="list-style-type: none"> • Written verification of meeting nonpublic school • BOE minutes from approval meeting 	Oct. 31
The district orders equipment and/or services (after all approvals) <ul style="list-style-type: none"> • If on state contract • If not on state contract Allow time for bidding process, if applicable.	Coordinate with the district
If a nonpublic school declines to participate, please do not send a refund check to the Department. Any such checks will be returned to the public school district. All refunds will be collected through a state aid payment deduction after the upcoming fiscal year's Nonpublic Project Completion Report (NPCR) has been completed.	<i>Refunds collected through the upcoming fiscal year's Project Completion Report</i>

REMINDER: NOTE ON REPORTING DATE TO QUALIFY FOR AID IN THE UPCOMING SCHOOL YEAR

The Nonpublic School Enrollment Report (application process) will be due to the New Jersey Department of Education in January. The specific date will be included with the report's instructions.

This funding is intended to have an impact on the students during the upcoming school year!

Please contact Sandy O'Neil (609-777-4662) or Joseph Seaman (609-292-8407) at the New Jersey Department of Education if there are any questions or concerns.

The link to this timeline can be found at: <http://www.state.nj.us/education/techno/nptech.htm>