



State of New Jersey
DEPARTMENT OF EDUCATION
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ROCHELLE R. HENDRICKS
Acting Commissioner

January 5, 2010

TO: Chief School Administrators
Charter School Lead Persons

FROM: Anne Corwell, Director
Office of Grants Management

SUBJECT: FY 2011 *NCLB* Amendment Applications

As you are aware, if substantive changes to *NCLB* grant program plans or budgetary expenditures are anticipated after original applications for a given project period have final NJDOE approval, districts are required to submit amendment applications detailing these substantive modifications.

In order to expedite the review and approval of FY 2011 *NCLB* amendment applications, please be reminded of the following points when working to submit these amendment applications:

- **Unexpended Prior Year Balances (Carryover Funds):**
 - Any funds not expended as of August 31, 2010 are available for obligation during the FY 2011 project period, upon approval of the FY 2010 *NCLB* Final Report. The anticipated release of this final report is the end of January.
 - If a district's account ledgers show unexpended FY 2010 *NCLB* funds that are carried forward into FY 2011, these carryover funds **can be spent at this time** on allowable costs and charged retroactively to September 1, 2010 (the beginning date of the FY 2011 project period). Allowable costs are those budgeted costs approved in the district's FY 2011 *NCLB* consolidated subgrant application, including amendments.
 - If Title I Part A funds for the following required reserves are carried forward, these funds must be used for their original purpose or must be returned to the NJDOE:
 - Parental Involvement;
 - SINI Professional Development; and
 - DINI Professional Development

- If a district did not have a waiver for the 25% professional development requirement for Title II Part D, and did not fully expend the professional development funds, these Title II Part D funds **must be used** for their original purpose.
- **Reallocation of Unused SES Funds:**
 - Given updated federal SES regulations released in January 2009, districts are asked not to submit FY 2011 *NCLB* amendment applications that include the reallocation of unused SES funds until such time as the Office of Student Achievement and Accountability (OSAA) distributes its notification on the updated SES process.
 - Any FY 2011 *NCLB* amendment applications submitted that include the reallocation of SES funds will be returned for revision.

Questions regarding the expenditure of carryover funds should be directed to the Office of Grants Management (OGM) at (609) 633-6974. Questions regarding the revised SES process and timelines should be directed to the Office of Student Achievement and Accountability (OSAA) at (609) 943-4283.

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c: Acting Commissioner Rochelle Hendricks
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