



STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: May 21, 2020
To: Chief School Administrators, Charter School and Renaissance School Project Leads
Route To: School Business Administrators, *ESEA* Project Directors
From: Martin Egan, Director
Office of Grants Management
Deadline: June 30, 2020

Fiscal Year 2021 Elementary and Secondary Education Act (ESEA) Allocation Notices and Consolidated Subgrant Application Now Available

The Fiscal Year 2021 *ESEA* Allocation Notices and the FY 2021 *ESEA* Consolidated Subgrant Application are both now accessible through links on the New Jersey Department of Education's (NJDOE) [Homeroom](#) webpage. Allocations are accessed through the *ESEA Allocation Notices* link, and applications are accessed through the Electronic Web-Enabled Grant (*EWEG*) system link. New users to the Homeroom system should contact their district web administrator for access and authorizations.

Local Educational Agencies (LEAs) should review their FY 2020 *ESEA* allocations and then create and submit their *ESEA* Consolidated Subgrant application by **June 30, 2020**.

The FY 2021 *ESEA* Allocations

For FY 2021, the NJDOE will be awarding funds to LEAs for the following federal grant programs:

- Title I, Part A: Improving Basic Programs Operated by Local Education Agencies
- Title I, Reallocated
- Title I, Part D: Neglected and Delinquent
- Title I SIA, Part A: School Improvement
- Title II, Part A: Teacher and Principal Training and Recruiting
- Title III: English Language Acquisition and Language Enhancement
- Title III Immigrant: Emergency Immigrant Education
- Title IV, Part A: Student Support and Academic Enrichment

Formulas for determining the allocation amounts are based on federal statute and guidance.

Note: Allocations to charter schools opening in the fall of 2020 will be made in January 2021 based on actual enrollment data as of October 15, 2020. The allocation notices for these charter schools will be available by January 31, 2021.

The FY 2021 *ESEA* Consolidated Subgrant Application

Changes for FY 2021

The NJDOE limits yearly changes to the *ESEA* Consolidated Application to those required by federal regulations and guidance and those that will increase user-friendliness and accessibility for LEAs.

The changes for FY 2021 include:

1. **Budget (all titles)** – The combined TPAF/FICA rate has increased to 40%.
2. **Consolidated, Assurances, Supplement not Supplant** – LEAs must describe the methodology used to allocate state and local funds to each Title I school. The methodology must ensure that all schools receive the full amount of state and local funds to which they are entitled without regard to the amount of their Title I allocation. The methodology description is not required if the LEA has:
 - only Title I schools,
 - only one school, or
 - a single attendance area with one school per grade span
3. **Title I-A, Eligibility Step 4** – Two optional reserves have been added:
 - Public School Choice – A district with a school identified for Comprehensive Support may reserve up to 5% of their allocation for transporting students to different schools at their parent’s request.
 - Additional Transportation Costs – An LEA may reserve funds for transporting students in foster care to their school of origin.
4. **Title I-A, Program Specific, Educational Stability Upload** – LEAs must upload a current board-approved copy of their transportation procedures including provisions for transporting students in foster care to their school of origin.
5. **Title I Reallocated** – The Statement of Need and Project Description will be entered directly into the application. No upload will be required.
6. **Title I, Part D** – This grant program is now included in the *ESEA* consolidated application.
7. **Title II, Part A, Allowable Uses** – For each evidenced-based activity or strategy selected, the LEA must choose one or more content areas.

Annual School Plans

LEAs serving schools identified as in need of Comprehensive or Targeted support, as well as any school operating a Title I Schoolwide program in the 2020-21 school year, must complete an Annual School Plan (ASP) using the NJDOE’s Annual School Plan System (ASPS) accessed through [NJDOE Homeroom](#). The ASP must reflect the interventions mutually agreed upon by the school, LEA, and NJDOE Comprehensive Support and Improvement Team.

Equitable Services for Nonpublic Schools

LEAs are required to engage in timely and meaningful consultation with nonpublic school officials to determine their needs and the services the LEA will provide. The nonpublic equitable share is calculated in the *ESEA* application and varies by title. For Title I, Part A, LEAs are required to identify the number of students who reside in their district and attend nonpublic schools either inside or outside of their geographic area. The equitable share is calculated in the Title I, Part A Eligibility section based on the information the LEA enters. For Title II, Part A; Title III; Title III Immigrant and Title IV, Part A, the calculation is based on information the nonpublic schools enter into the Nonpublic Enrollment Report and includes only those nonpublic schools located in an LEA’s geographic area.

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.

Consortiums

If a district’s Title III allocation is less than \$10,000, they must either join a consortium with other districts to reach the threshold or refuse the funds. There is no minimum budget amount for any of the other titles, but districts may choose to form a consortium for Title IIA, Title III Immigrant, and Title IVA. Consortiums are not permitted for Title IA, Title I Reallocated, Title I, Part D or Title I SIA A.

LEAs must follow these steps in EWEG to create or participate in a consortium:

1. Lead District (Applicant) creates the consortium
2. Participant Districts confirm participation
3. Lead District submits consortium after all participants have confirmed
4. The Office of Grants Management (OGM) approves the consortium

After OGM approves the consortium, the funds from the participant districts' applications transfer to the lead district's application. The Lead Applicant enters all program and budget information on behalf of the participant districts.

Applicants and participants should wait to submit their consolidated *ESEA/ESSA* applications until the consortium is approved and the funds have transferred into or out of their applications. Participants should *not* refuse funds for titles in which they are contributing funds to a consortium nor should they enter any information into the program or budget sections of their application for titles in which they have contributed funds to a consortium.

Resources

Links to online resources will be posted on the [OGM Entitlement Grants](#) webpage as they become available and will include the Application Webinar schedule, the FY 2021 *ESEA* Allocation Tables, the FY 2021 *ESEA* Application Quick Start Guide, application tutorials, Nonpublic Equitable Services and Consortium Instructions.

Submission

When an LEA successfully submits an application, they receive an automatic email notification through the EWEG system that their application has been submitted in "substantially approvable form." This is only a preliminary approval; the application will still be reviewed and need final approval by NJDOE staff. Pursuant to federal guidance, if the LEA submits the application by the due date, they may begin to encumber funds as of the July 1 project start date. If the application is submitted after the due date, they may only encumber funds as of the date of submission. Applications will be considered on time if they are submitted by **Tuesday, June 30, 2020**. NJDOE staff will be available for support Monday through Friday during regular business hours.

Review and Approval

Section 8452(b)(2) and (4) of the *ESEA*, as amended by the *Every Student Succeeds Act (ESSA)*, imposes restrictions on the length of time available for the review and approval of applications. The NJDOE is required to approve an application within 120 days of submission. 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 keep their contact information in EWEG current, monitor email notifications and respond to any revision requests from the NJDOE in a timely manner.

Contacts

For questions or additional information regarding the FY 2020 *ESEA* Allocation Notices, contact the NJDOE's Office of Supplemental Educational Programs at titleone@doe.nj.gov or 609-376-9080. For questions regarding the FY 2021 *ESEA* Consolidated Subgrant Application, contact the Office of Grants Management at eweghelp@doe.nj.gov or (609) 376-9089.

c: Members, State Board of Education
Lamont O. Repollet, Ed.D., Commissioner
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group