



STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: October 19, 2022
To: Local Educational Agency Leads
Route To: ESEA Project Directors, Title I, Part A Supervisors, School Business Administrators
From: Kathy Ehling, Assistant Commissioner
Division of Educational Services
Deadline: November 18, 2022

Completing the 2021-2022 Title I, Part A Performance Report

To satisfy federal reporting requirements, all districts that received Elementary and Secondary Education Act (ESEA) Title I, Part A funds in the fiscal year (FY) 2022 project period must submit a Title I, Part A Performance Report to the Department for that period. Districts must complete and submit the report no later than **Friday, November 18, 2022**.

If your district did not receive ESEA Title I, Part A funds in the FY 2022 project period, no report is required.

Accordingly, non-submission of the 2021-2022 Title I, Part A Performance Report by November 18, 2022 suggests the district did not implement a Title I, Part A program during that timeframe. **Districts that received FY 2021-2022 Title I, Part A funds and fail to submit a Title I, Part A Performance Report by November 18, 2022 must refund all Title I, Part A funds received for the 2022 project period.**

The 2021-2022 Title I, Part A Performance Report is available via the New Jersey Department of Education's (NJDOE) Electronic Web-Enabled Grant (EWEG) system. To access the report, use the same User ID and password that your district personnel use to access the 2022-2023 ESEA Consolidated Subgrant Application.

To assist districts in accurately completing their Title I, Part A Performance Reports, the Department created the "Completing the 2021-2022 Title I, Part A Performance Report" PowerPoint presentation and posted it on the Department's [Title I, Part A webpage](#) under Technical Assistance. This resource explains the data required to complete the report and each step of the reporting process. This information is also available through the instructions link located on each tab of the report. Please review these resources prior to completing the report.

In the Title I, Part A Performance Report, districts must aggregate student-level data regarding Title I, Part A program implementation with respect to student participation by:

- Race/ethnicity;
- Age/grade level (including Neglected and Nonpublic students); and
- Services for students who benefit from Title I, Part A and other programs - Individuals with Disabilities Education Act, Language Instruction for English Learners and Immigrants, Education for Migrant Children, and Education for Homeless Children and Youth.

The Title I, Part A Performance Report displays the district's 2020-2021 data and calculates year-over-year percentage differences in student participation once the 2021-2022 data are entered. Districts will need to provide a brief explanation when percentage differences fall outside of expected ranges. For monitoring purposes, districts should maintain student-level data to support the aggregated counts included in this report.

Please note that the Title I, Part A Performance Report is an additional report which is different from the Title I Comparability Report (December 2, 2022).

If you have questions about the collection or submission of your district's Title I, Part A Performance Report, please contact the Office of Fiscal and Data Services via email at OFDS@doe.nj.gov. Thank you in advance for your prompt attention to this federal requirement.

c: Members, State Board of Education
 NJDOE Staff
 Statewide Parent Advocacy Network
 Garden State Coalition of Schools
 NJ LEE Group