

Office of English Language Acquisition Services (OELAS)



Kathy Hoffman
Superintendent of Public Instruction

PELL Meeting **September 13, 2019**

Title III Consortia 101 – The Basics and Then Some

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Laying the Foundation: Understanding the Need for Consortia

Why?

Federal Requirement under ESEA/Title III Part A

SEC. 3114. WITHIN STATE ALLOCATIONS

(b) LIMITATION. - A State educational agency shall not award a subgrant from an allocation made under subsection (a) if the amount of such subgrant would be less than \$10,000.

Current Stats

FY 2020 PRELIMINARY Pass Through Amount

\$10,940,840.48

456 LEAs

Accepted FY 2020 Funding

\$9,924,844.40

LEP grants

119 LEAs

\$673,210.20

Consortia Grants

147 LEAs

\$28,866.07

Pending FINAL Award

3 LEAs

Unaccepted FY 2020 Funding

\$313,919.81

41% of LEAs statewide have chosen to not accept Title III funds



Who?

- ❖ Any LEA may choose to join a consortium, regardless of allocation amount.
- ❖ An LEA with an allocation below the \$10,000 threshold MUST join a consortium in order to receive funds.

What?

- ❖ A joint funding application in which the combined allocation amounts of all LEAs meets or exceeds the \$10,000 Federal threshold
 - Carryover does not factor into the \$10,000 threshold.
- ❖ Consortia Options:
 - #1: Each LEA creates a separate plan and budget for their full Title III allocation **(most common option)**
 - #2: All LEAs agree to pool funds and create a comprehensive plan and budget which benefits all members
 - #3: Options #1 and #2 are combined



How?

- ❖ One LEA or eligible entity is designated to serve as the Fiscal Agent.
- ❖ Interested districts/charters may choose to join an existing consortium or form a new one.
 - OELAS can provide a current Fiscal Agent list
- ❖ Fiscal Agents must notify OELAS of its member participation.
 - Consortia applications are custom-built

Funding Application Prerequisites

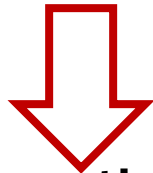
Platforms Needed

Fiscal Agent

Access must be obtained to:
ADE Connect



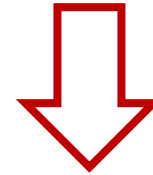
Grants Management
Enterprise (GME) system



Title III Consortium Funding
Application

LEA Member

Access must be obtained to:
Common Logon



ALEAT



Integrated Action Plan (LIAP)

(Note: All plans are expected to
move to GME in FY 2021)



Working Together for Success

Fiscal Agent Tasks

Distribute required member documents (found in GME Related Documents section); upload completed docs to GME

Complete Lead Agent Funding forms (found in GME Related Documents section); upload completed docs to GME

***Complete General Statement of Assurance (GSA) in GME**

***Complete Program Details section of Title III Consortium Application, including acknowledgement of ALL Title III Assurances**

***Enter budget information into Title III application**

Follow USFR Chart of Accounts accounting code structure

Double check math



LEA Members' Tasks

Complete Participating Member Certifications and Assurances; return to Fiscal Agent

Complete Site-level Comprehensive Needs Assessments, Root Cause Analyses, and Site Integrated Action Plans (SIAPs)

***Complete LEA-level Integrated Action Plan (LIAP), including appropriate tags**

Provide Fiscal Agent a budget which aligns with LIAP needs

Ensure expenditures meet intent and purpose of Title III grant

Follow USFR Chart of Accounts accounting code structure

Double check math



Substantial Approval Requirements

SEA Director Approval \neq Substantial Approval

SEA Director Approval is the date when expenditures are approved and the reimbursement request process can begin

Substantial Approval is the date that an LEA may begin to obligate funds to the grant (34 CFR §76.708)

Title III Substantial Approval Criteria:

- *Completed General Statement of Assurance (GSA) in GME**

- *Fully completed Program Details section of Title III Consortium Application, including acknowledgement of ALL Title III Assurances**

- *Completed Title III application**

- *Completed LEA-level Integrated Action Plan (LIAP)**



Supplement Not Supplant (SNS)

What it is

- Above and beyond what is made available to **ALL** students
- Exclusive for current EL students
- Tied to language instruction educational programs for ELs
- In addition to LEA obligations under other laws
- Situation specific

What it isn't

- More of the same
- Funding for the EL portion of an expenditure for all
- Previously funded using other Federal, State, local monies
- Intended to fill in the funding gaps
- An Amazon shopping cart



Increasing Your Chances for Success

Recommended GME Template

Template Instructions: This template has been provided by OELAS as an option to assist Title III Consortia Lead Agents with obtaining all necessary information from their LEA members for grant application narratives. Each LEA member should complete this template to include all items requested for Title III funding, adding additional rows as needed. GME narratives can be minimal IF the IAP narrative fully describes the Title III request (see sample below). OELAS recommends no dollar amounts be added to the IAP descriptions to reduce the likelihood of misalignment. Templates should be returned to the lead agent, along with an electronic copy of the complete Integrated Action Plan (IAP). This template is for information purposes for the lead agent to help ensure alignment between the grant requests and LEA IAPs and is not required to be uploaded to the Title III Consortium Funding Application.

TITLE III CONSORTIUM BUDGET REQUESTS			Federal Requirement: 2% limit on administrative costs
LEA Name		Admin max allowed	Federal requirement: Title III requirements limit spending for administrative costs to 2% of an LEA's allocation (excluding carryover). Administrative costs are those expenses coded in function codes 2300, 2400, 2500 and 2900. Once the allocation amount is added to cells C5 and C6 of this template, it will automatically calculate the maximum amount allowable to be budgeted for admin costs.
Preliminary Allocation	\$0.00	\$0.00	
Final Allocation	\$0.00	\$0.00	
Incoming Carryover	\$0.00	n/a	
Total amount available to budget			

Grant requirements: All applicants requesting Title III funds **MUST** allocate funds in their budget for supplemental services for ELs, professional development for EL staff AND parent engagement activities for the parents of ELs which enhance and support the Title III program. Applications submitted to OELAS without these requirements are not approvable. Additionally, all requests for Title III funding must meet the strict supplement not supplant requirements. Guidance documents for this requirement can be found on the OELAS website at the link below.

<https://cms.azed.gov/home/GetDocumentFile?id=5acd37053217e1183c539f78>

Budget Line		Budget Amount	GME Narrative	IAP Description
Object Code	Function Code			
All grant requests must follow USFR Chart of Account coding requirements: https://www.azauditor.gov/sites/default/files/USFRCOA61518.pdf				
Columns A - D are entered into GME by the Consortium Lead Agent				Column E is entered into the IAP by the LEA Representative
SAMPLE: 6100	SAMPLE: 1000	SAMPLE: \$16,150	SAMPLE: partial salaries (1 at .3 FTE, 1 at .5 FTE) for 2 EL Intervention Instructional Support Specialists	SAMPLE: The EL Intervention Instructional Support Specialists are classified staff who will assist the HQ ELD teachers directly with small group instruction in the SEI classroom. They will provide push-in services during regular school hours. Instruction by these EL Specialists is provided under the direct supervision of HQ ELD teachers and will target, intervene and remediate identified learning gaps for qualifying ELs. EL students also receive other intervention services provided by the LEA but the services provided by the EL Specialists are highly focused additional support to reinforce language skills and boost language acquisition.



Help is out there!

Contact your Regional Specialist

**Title III Fiscal Specialist, Mary Ricci-Marriott
602.542.0794**

**OELAS Main Line
602.542.0753**

Online Resources

<http://www.azed.gov/oelas/title-iii/>

(Title III FAQs, Spending Guidance, Supplement Not Supplant, 2% Admin Cap, LEA Civil Rights Obligations, and much more)





Thank You!

