

SEI Budget and Title III Updates

Welcome to SEI Budget and Title III Updates for 2021 Virtual PELL Presentation May 2020

I am Nicole von Prisk, the Director of Title III & EL Funding for the Arizona Department of Education
Today's Topics for Presentation are:

SEI Budget Updates

- Timeline for FY 2021 application
- Resources to complete the new SEI Budget - Comprehensive application in GME
- Review/approval process

Title III Updates

- Timeline to submit FY 2021 application
- Substantial Approval vs. Director Approved status
- LIAP reminder

Let's get started with the **SEI Budget Updates**

SEI Budget - Comprehensive Timeline

- Deadline to apply has been extended to May 15, 2020
- It's crucial that you understand applications not received by the end of business on May 15, 2020, **will not be eligible for review or award**

What are the next steps? You've submitted your application, so what happens in OELAS between now and

- After the 05/15/2020 deadline, a team of OELAS staff will collectively evaluate and make determinations on all of the requests for staff funding using the justifications and descriptions you've provided
- You may hear from us between 05/18/2020 and 06/30/2020 about edits which need to be made to your budget, based on any difference between what you had requested and what we were able to approve
- There are no appeals, however if we are able to approve a portion of your request, you will be awarded that portion (it's not all or nothing)

SEI Budget Resources and Guidance

If you need help with the new application, as it's new in GME this year, and we anticipate that you might need some step by step guidance, please watch the recorded webinar: it's on the AZED OELAS website on the SEI Budget landing page. Click the tab with FY21 SEI Budget Comprehensive Resources tab to access. In addition to this, you'll find copies of Constant Contact newsletters, which the most current tips.

SEI Budget Tips

- **Submit early** – DON'T wait until 5/15/2020. Don't risk server issues or internet problems. If you want the opportunity for funding, you must submit your application before the deadline of 5/15. No applications will be considered for review after this date.
- Complete the Budget page (object/function codes) for salaries and benefits using the amount AFTER offsets on your LEA Offsets Worksheet. Ensure you're using the total from The Total

Approvable Budget Request to put in the budget page, with object and function codes (most likely salaries and benefits).

Professional Development Requests

- These will be evaluated after all of the salaries/benefits for incremental staff have been reviewed and approved, upon the closing of the application window.
- The priority for this funding this year is with the necessary staff positions created by the new models. We've had an overwhelming response for staff requests. It's most important that we staff these positions
- If any funding is remaining after the approved salary and benefit requests have been totaled, we will review the professional development requests and make determinations for those funding requests

Now for Title III updates

Communication was sent to the field on 04/13/2020 about discussions happening at the federal level, urging flexibility when possible for federal grants. This was communicated from ADE to LEAs: The Arizona Department of Education (ADE) recognizes the many challenges our local education agencies (LEAs) are facing during this time of extended school building and office closures. We acknowledge and thank you for all that you have done in just a few short weeks to prioritize the well-being of your students and families, and we understand that it is not business as usual. We are in an extraordinary time, and we understand that receiving grant funding is more important than ever. As a critical partner in the success of Arizona's schools, ADE is here to support you in this process.

At this time, we can address a few of the main concerns expressed by our LEA partners.

1. May 1, 2020 due date:

With the fiscal year 2021 funding applications open, and limited staff in the office, we understand that it could be difficult for some LEAs to meet the May 1st application due date.

We have adjusted our policy regarding FY21 substantial approvals. If your grant is submitted prior to July 1st and your GSA has been accepted, the grant will be given substantial approval. If substantial approval occurs by this date, your LEA may begin obligating funds on July 1, 2020.

Grants must be in Director Approved status before an LEA can begin to draw down funds; this includes the approval of all required documentation, i.e., CNA, IAP, Consultation Forms, etc.

The CNA and IAP will need to be completed for FY21. However, there is no specific due date for these requirements. Please keep in mind, these items will need to be completed prior to being Director Approved.

We've received many questions about this from our partners in the field. Many interpreted this to mean the May 1 deadline had been extended to June 30. That isn't what the communication said. What has occurred is that there has been flexibility given regarding substantial approval. Once substantial approval is granted, you have a little breathing room to work through issues with your specialist to get your funding application in a Director Approved state. I'll talk more about that soon.

To summarize the flexibility communication sent by ADE, here is how it impacts your Title III

- May 1, 2020 deadline to submit hasn't changed, however flexibility with Substantial Approval has been given due to COVID
- Funding applications received (LEA Authorized Representative Approved Status) by June 30, 2020 with an accepted GSA **will be granted substantial approval**

Very important to understand distinction between Substantial Approval and Director Approval

- **Substantial approval** is only a time stamp of when you may begin obligating funds, once your application is Director approved

- Substantial approval is **not** an approval of the items, goods, or services you've requested in your grant application
- Substantial approval enables you to spend retroactively to the date of substantial approval, once the items, goods, or services in your application have been Director approved
- **Director approval** means the requested items, goods and services have been approved
 - You may purchase and request reimbursement for items in your application that have been Director approved
 - Approved items, goods, and services are eligible for reimbursement from the substantial approval date forward

Here are three scenarios about substantial approval. Using the flexibility provided, think about whether each scenario would qualify for substantial approval.

FY21 Substantial Approval Scenario 1

Do they receive Substantial Approval?

No, the GSA must be accepted in order for Substantial Approval to be given.

FY21 Substantial Approval Scenario 3

FY21 Substantial Approval Scenario 2

Cityschool Charter submits its FY21 Title III application on June 29, 2020. They have not done their LEA Integrated Action Plan. Their GSA was accepted by Grants Management.

Do they receive Substantial Approval?

Yes. Keep in mind the LIAP is required for Director approval, but their accepted GSA allows them to have Substantial Approval at this time.

Hot Desert District submits its FY21 Title III application on August 23, 2020. They have their LEA Integrated Action Plan. Their GSA was accepted by Grants Management.

Do they receive Substantial Approval?

The answer is: IT DEPENDS. The flexibility given in April was for grants submitted by June 30, with a GSA. If no other flexibility is granted (and there may be additional flexibility, who knows what will happen moving forward with COVID-19), then in order to have Substantial Approval, the grant would have to meet the normal criteria for Title III, which includes a viable budget, GSA, Program Details complete including Assurances, and a complete LIAP.

FY21 Title III Reminder SNS

Supplement Not Supplant reminders for FY21. After the letter communicating flexibility was sent to the field in April, we received many questions from LEAs about SNS and if it is going away for FY21 grants. At the time this presentation is being recorded, the answer is no. There has been no change to the SNS rules of Title III. That doesn't mean that future flexibility might be offered, just at this time, there is no change to the

- Title III funds must add to (supplement) and not replace (supplant) funds made available from other Federal, State, or local funds
- Supplanting exists if funds are used to:
 - provide programs/services which are provided to non-EL students,
 - provide programs/services required by other Federal, State, or local laws, and
 - provide programs/services previously funded with Federal, State, or local funds
- Supplanting rules for Title III are NOT the same as for other Title funds

FY21 Title III Key Components- Important Reminders about Title III Requirements

- Professional Development is a required expense
- Parent/Family Engagement is a required expense
- Direct Administrative expenses cap at 2%
- Indirect Costs based on LEA approved %
- \$10,000 threshold must be met to apply for funding
 - Single LEA > \$10,000
 - Multiple LEAs joining a consortium combined total > \$10,000
- Carryover is unlimited, but please spend your money

LEA Integrated Action Plan (LIAP) Reminders for FY21

Keep in mind this planning tool is new in FY21. It's no longer in ALEAT, it is completely in GME.

- The LIAP for FY21 is located in GME now under **Planning**
- Your LIAP should be completed after your sites' CNAs, Root Cause Analyses, and Site Integrated Action Plan(s) (SIAPs) have been completed
- Title III funding applications can only be programmatically reviewed with an aligned LEA Integrated Action Plan in LEA Plan Saved status
- Use a **Title III** funding tag for each action step in the LIAP which aligns with your budget requests in your Title III funding application. (Title III Consortium)

Because this is our first Virtual Pell, we've created a place for you to submit your questions. If your questions are specific to SEI Budget, please email the SEI Budget inbox at the address below. If your questions are specific to Title III, please visit the tinyurl address. Any questions will be added to an FAQ which will be shared with the field.

If you have questions regarding this module, please use the email address or the Google Form address below. Both the email and the Google Form are linked in the video description, and on the site where you accessed this Module.

We will make every attempt to answer these during the scheduled Regional Office hours or add them to the FAQ document on the OELAS website.

SEI Budget:

SEI.Budget@azed.gov

Title III – Form address: <https://tinyurl.com/ybgakffv>

Last but not least Thank You

We want to extend a sincere thank you to all of you who continue to be flexible and dedicated to serving your English Learners during this time of distance learning, remote worksites, telecommuting, and virtual meetings.

Your creativity and solutions-based mindset are valued and evident.

We are here to support you in any way we can. Please continue to reach out to your specialists via email or to me directly.

Thank you,

Nicole & the OELAS team

nicole.vonprisk@azed.gov or EASinbox@azed.gov