



**Arizona Department of Education**  
Office of English Language Acquisition Services

March 4, 2021

Dear Superintendent / Title III Coordinator / EL Coordinator / EL Main Contact:

**Subject: FY 2021 Title III Allocation Letter for New and Expanding Charter Schools**

This is a formal grant award notification (GAN Number S365A200003) of your Local Educational Agency's (LEA's) Title III allocation funded by the United States Department of Education (USDOE) for the fiscal year ending June 30, 2021. The Title III grant project period for FY 2021 is July 1, 2020 through September 30, 2021.

The Office of English Language Acquisition Services (OELAS) contacted the Arizona State Board for Charter Schools and obtained a comprehensive list of all new and expanding charter schools that opened in FY 2021 (School Year 2020-2021). After reviewing your FY 2021 October 1 Enrollment EL Counts, OELAS has determined that your charter school is eligible to receive a Title III allocation (CFDA Number 84.365A English Language Acquisition: State Formula Grant Program). [FY 2021 Title III Part A Overview](#) can be found on the OELAS website.

**Your LEA's allocation can be found at [FY 2021 Title III Allocations List for New and Expanding Charter Schools](#)**

Purpose of this award: Title III funds must be expended to supplement the LEA's current EL program, to provide effective professional development for EL staff, and to engage parents and families of ELs in activities which enhance the EL program. LEAs must complete their LEA Integrated Action Plan (LIAP) in the Grants Management Enterprise (GME) system prior to grant application submission. Information regarding Title III required activities and LIAP requirements can be found on page two of this letter and are also included in the Assurances section of the grant application in GME.

LEAs eligible to receive a Title III allocation amount of less than \$10,000 must join a consortium in order to accept these funds. Guidance for consortia participation can be found at [Forming a Title III Consortium – Guidance Document](#). The United States Department of Education requires States to hold consortia, like all other eligible LEAs, accountable under Title III. In Arizona, members of a consortium are treated as separate entities for accountability purposes, and if applicable, determinations are applied separately to each member of the consortium.

**It is the expectation that LEAs complete or update their LEA Integrated Action Plans and accept these Title III funds by May 1, 2021. This also applies to LEAs participating in or needing to join a Title III consortium.**

Refer to page two of this letter for further consortia information. Indirect costs are allowable under Title III. Approved indirect cost rates can be found at [Grants Management Indirect Cost Rates](#).

For questions regarding submission of fiscal application in the GME System or to notify OELAS of consortium participation, please contact Mary Ricci-Marriott at [Mary.Ricci-Marriott@azed.gov](mailto:Mary.Ricci-Marriott@azed.gov) or at 602-542-0794.

For questions regarding your FY 2021 October 1 Enrollment EL Counts or your FY 2021 Title III Allocation Amount, please contact Micky Gutier at [Micky.Gutier@azed.gov](mailto:Micky.Gutier@azed.gov) or at 602-542-7469.

Sincerely,

Laura Alvarez, M.Ed.  
Deputy Associate Superintendent  
Unique Populations  
Arizona Department of Education

*Equity for all students to achieve their full potential*

[www.azed.gov/oelas](http://www.azed.gov/oelas) • 602-542-0753 • 1535 West Jefferson Street • Phoenix, Arizona 85007

## Title III Funding Requirements

LEAs applying for Title III funds **MUST spend grant funds** to –

- increase the English language proficiency of English learners [Title III, Section 3115 (c) (1)]
- provide effective professional development to EL staff [Title III, Section 3115 (c) (2)]
- provide parent, family, and community engagement activities which enhance and supplement the EL program [Title III, Section 3115 (c) (3)]

## Title III Consortium Information

LEAs with an allocation amount below the Federal threshold of \$10,000 must formally notify OELAS of their intention to accept funding via a Title III consortium or to waive funding. It is the responsibility of the LEA to seek consortium participation. A current listing of Title III lead agents can be obtained by emailing the Title III Inbox at [TitleIII@azed.gov](mailto:TitleIII@azed.gov). LEAs who have not already informed OELAS or a Title III Lead Agent of their consortium participation, **must notify OELAS in writing by 5:00pm on Friday, March 19, 2021 to declare their intention for FY 2021 Title III funding.**

**Option 1:** Respond to this email to notify OELAS of the name of the existing consortium that you will be joining. Inform the lead agent to contact our office as well.

**Option 2:** Respond to this email to notify OELAS that you will be forming a new Title III consortium and provide the names of all participating and confirmed LEAs.

**Option 3:** Respond to this email to notify OELAS that you will be waiving funding for FY 2021.

## LEA Integrated Action Plan (LIAP) Requirements

LEAs applying for Title III funds must submit a plan, known as the LEA Integrated Action Plan, to the Arizona Department of Education which identifies how the LEA will use these funds to support its language instruction educational programs (LIEPs) for English learners. LEAs must complete their LEA Integrated Action Plan (LIAP) in the Grants Management Enterprise (GME) system prior to grant application submission.

Each plan submitted shall –

- describe the effective programs and activities that will help English learners increase their English language proficiency and meet the challenging State academic standards;
- describe how the eligible entity will ensure its schools will assist English learners in achieving English proficiency and meet the challenging State academic standards;
- describe how the eligible entity will promote parent, family, and community engagement in the education of English learners.

All programs, services and materials funded with Title III funds **must** be identified in action steps within the LIAP and tagged with the Title III tag.

Strategies and action steps may be positioned under any principle; however, placement should be based on the LEA's needs assessment results.

## Additional Information

**Note:** In order for ADE to meet its obligations under Title III, there is a requirement that the LEA permit ADE and auditors access to an LEA's records and financial statements, if needed. Compliance with grant requirements is reviewed and confirmed by ADE at the close of each project period via the required Title III Completion Report.

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