



Arizona Department of Education Title I-A and Title VIII Equitable Services Carryover Request

Funds allocated to a local educational agency for educational services and other benefits to eligible private school children shall be obligated in the fiscal year for which the funds are received by the agency. [ESSA Sections 1117(a)(4)(B) and 8501(a)(4)(B)]. There may be circumstances, however, in which all funds are unable to be obligated within this timeframe in a responsible manner. Under these circumstances, the funds may remain available for the provision of equitable services under the respective program(s) during the subsequent school year. In determining how such carryover funds will be used, the LEA must consult with appropriate private school officials. [ESEA sections 1117(b) and 8501(c)].

Submission Deadline:

Please refer to the [AZ Equitable Services Carryover Process](#) for submission deadlines. Email this request form to PrivateSchoolsOmbud@azed.gov along with supporting budget documentation. Upon submission of this carryover request to ADE, it will be reviewed for approval. Submit one request form per individual LEA. ADE results of the request will be provided within 45 business days, unless additional information is needed.

Funding Year: _____

Contact Information

LEA Providing Services _____ CTDS _____
 LEA Contact _____ Phone _____ Email _____

Private School Receiving Services _____
 Private School Contact _____ Phone _____ Email _____

Participating Program(s)

| Check participating program(s) requesting carryover | Private School proportionate share available during fiscal year | Private School proportionate share remaining | Private School amount of requested carryover |
|---|---|--|--|
| Title I, Part A | 3C: \$ | 3C: \$ | 3C: \$ |
| | 3D: \$ | 3D: \$ | 3D: \$ |
| | 3E: \$ | 3E: \$ | 3E: \$ |
| Title II, Part A | \$ | \$ | \$ |
| Title IV, Part A | \$ | \$ | \$ |

Title I, Part C and Title, III Part A: If Private School requests carryover, please reach out to that program area.

Carryover Justification

Check the identified circumstance(s) in which the LEA is requesting equitable services carryover.

| | |
|---|---|
| Closure of LEA or private school(s) | Natural disaster |
| LEA/private school safety issue(s) | ADE reasons |
| LEA delayed access to program funds due to statutory or LEA delay in retaining staff and/or equipment/ supplies to provide equitable services | Professional development activities and/or other pre-planned equitable services canceled late in the year |

| | |
|---|---|
| LEA and/or private school delay in administering or planning equitable services | Other |
| Private school complaint/ dispute(s) delayed services | Private school is waiving the funds available for carryover |

Please provide specific details on the selected circumstance(s) selected above that impacted the program.

Equitable Services Carryover Plan

Check the identified LEA's plan to reduce the private school equitable services carryover amount. You must select at least one option. If you select *Other*, describe the planned activities in the space provided.

| Please check all that apply based on carryover requests per program. | TI-A | TII-A | TIV-A |
|--|------|-------|-------|
| Summer School Program | | | |
| Parent Involvement Activities | | | |
| Before and/or After School Academic Tutoring Services | | | |
| Professional Development | | | |
| Well-Rounded Education | | | |
| Safe and Healthy | | | |
| Effective Use of Technology | | | |
| Other | | | |
| Other | | | |

Provide specific details and dates for equitable services which will be provided to expend the carryover in the following fiscal year. Ex: Summer Program for Targeted Title I At-Risk students.

Private School Certification

On behalf of the Private School, I certify: _____

1. Acceptance and compliance with all requirements in ESSA, Sections 1117 and 8501.

Signature of Private School Official _____ Date _____

LEA Certification

On behalf of the LEA, I certify: _____

1. Acceptance and compliance with all requirements in ESSA, Sections 1117 and 8501.

2. Results from ADE will be shared with an applicable private school within 7 business days of receiving the response.

Signature of LEA Official _____ Date _____

For ADE Use

- Request for Private School carryover is approved.
- Request for Private School carryover is approved as specified below.
- Request for Private School carryover waiver is not approved.
- More information is needed. See below.

Signature of Equitable Services Ombudsman _____ Date _____