

June 5, 2015

Dear District Administrators, ESEA Coordinators, Title Coordinators, and CESA Administrators:

The 2015-16 ESEA Application is open and the preliminary allocations for Title I-A, TII-A, and TI-D have been loaded. The 2014-15 End-of-Year Report is also open and ready for completion. You may access the grant applications and End-of-Year Report on this [website](#). DPI will notify districts when the Title I-C and Title III-A allocations become available.

For your information, an excel spreadsheet of the 2015-16 allocations by district is also available for viewing at: <http://esea.dpi.wi.gov/>

The deadline to submit all the 2015-16 Title applications and the 2014-15 End-of-Year Report is Monday, August 31, 2015. **Please upload the district's signed assurances, debarment, and private school affirmation forms to the ESEA application as soon as possible.** The forms need to be approved by DPI before the district can *submit* any grant application.

This e-mail contains helpful hints for the ESEA Application and a list of changes made to the application and End-of-Year Report.

## Helpful Hints for the ESEA Application

- Start at the top of the screen and work your way down. Skipping ahead may cause errors and problems.
- Upload signed assurances, debarment, and private school affirmation [forms](#) as soon as possible.
- Update all contacts and users.
- This [website](#) provides tips on getting started.
- The application will default to the 2015-16 application. To access the 2014-15 application, simply click on the year in the blue ribbon at the top of the screen and select the year.

The screenshot shows the top navigation bar of the ESEA application. It includes the Wisconsin Department of Public Instruction logo and text. The navigation bar contains links for 'ESEA Main Menu', 'DPI Home', and '(Test Server) 2527-Highland School District'. The year '2015-2016' is highlighted in a blue ribbon and circled in red. Below the navigation bar is a section titled 'Select Year to Review/Modify' containing a table with four rows: '2012-2013', '2013-2014', '2014-2015', and '2015-2016'. Each row has a 'Select' link. The '2015-2016' row is circled in red. Two red arrows point from text boxes to the '2015-2016' year in the ribbon and the 'Select' link in the table. The first arrow is labeled 'Step 1: Click Here' and the second is labeled 'Step 2: Select the year you want to work in'.

School Year	
2012-2013	Select
2013-2014	Select
2014-2015	Select
2015-2016	Select

- A “Copy Budget” function is available for some Titles. This function allows users to copy the last approved budget from the previous year into the current year. **Do not use this function if there are significant changes from last year to this year.** (For example, LEAs with schools implementing the Title I schoolwide model for the first time should not use this function for the Title I budget.)
- Do **NOT** skip ahead to the “Copy Budget” function. Skipping ahead will cause errors and problems.

## Changes to the ESEA End-of-Year Report

The data collected in the ESEA End-of-Year Report is required by the U.S. Department of Education. Slight modifications were made to the homeless, Title I-A general information, and Title I-A demographic information sections. Changes are also being made to the Title I-D portion of the report which will release separately in a few weeks. These changes align with new report specifications provided to the U.S. Department of Education. All of the other sections of the report remain the same.

## Changes to the ESEA Application

### *Title I, Part A*

**Text change** – On the public school enrollment screen the text “Free/Reduced Lunch” has been changed to “National School Lunch Act.” The term, “National School Lunch Act” is a term that includes both Free and Reduced Lunch and the Community Eligibility Provision. If your LEA is using either one of these sources to report low income pupils, please be sure the “National School Lunch Act” is checked.

**Community Eligibility Provision (CEP)** – LEAs that have implemented the CEP in one or more of their schools in their LEA must use a common poverty metric for entering low income pupil enrollment. Please refer to this [recorded PowerPoint](#) (approximately 8 minutes) for assistance.

**Ranking public school attendance areas** – For LEAs with one or more private schools within the LEA’s boundaries **not** participating in the LEA’s Title I services, the application will rank the LEA’s eligible school attendance areas on the basis on the number of children from low income families attending public schools only. This ensures that LEAs will rank public school attendance areas using comparable data.

For LEAs with all of their private schools participating in the LEA’s Title I services, the Title I application will continue to rank the LEA’s eligible school attendance areas on the basis on the number of children from low income families attending both public and private schools.

For LEAs with no private schools participating in the LEA’s Title I services, the Title I application will continue to rank the LEA’s eligible school attendance areas on the basis on the number of children from low income families attending public schools only.

### *Title II, Part A*

No changes at this time.

### *Title III, Part A*

No changes at this time. *(DPI will notify LEAs when the allocations become available.)*

***Title I, Part C (Migrant Education)***

No changes at this time. *(DPI will notify LEAs with migrant students when the allocations become available.)*

***Title I, Part D (Neglected and Delinquent)***

The following has been added to the Title I, Part D, Subpart 2 narrative.

**Transition Plan.** Please describe the transition plan to be employed as students leave the institution.