



COMMONWEALTH of VIRGINIA
Department of Education

April 28, 2017

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: 2017-2018 Applications for Federal Program Funds under the *Elementary and Secondary Education Act of 1965 (ESEA)*, as Amended by the *Every Student Succeeds Act of 2015 (ESSA)*

The 2017-2018 federal program applications for ESEA funding are available on the Department of Education's Web site at: http://www.doe.virginia.gov/federal_programs/esea/applications/index.shtml. Each application is accompanied by a set of guidelines and instructions and the name of a program contact person at the Department. The local consolidated application and the following individual program applications are available:

- Title I, Part A, Improving Basic Programs Operated by Local Educational Agencies;
- Title I, Part C, Education of Migratory Children;
- Title I, Part D, Subparts 1 & 2, Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent, or At-Risk;
- Title II, Part A, Supporting Effective Instruction;
- Title III, Part A, Language Instruction for English Learners and Immigrant Students; and
- Title V, Part B, Subpart 2, Rural and Low-Income School Program.

The deadline for all federal applications is July 1, 2017; the application may be submitted prior to July 1. School divisions that submit an approvable individual or consolidated application by July 1, 2017, will have the ESEA 2017-2018 funds available on a reimbursement basis as of that date. School divisions that submit an approvable application after July 1, 2017, will have the ESEA 2017-2018 funds available on a reimbursement basis as of the date the application is received at the Department.

Final ESEA program allocations for 2017-2018 will be released via Superintendent's Memo as they are provided by the U.S. Department of Education. Until the final allocations are available, the 2016-2017 federal allocations may be used to complete the budget sections of the applications for ESEA programs. Revisions may be submitted to adjust program expenses or plans at any time during the process until the application is fully approved. Once the application is approved, amendments will be required for additional program expense or plan adjustments during the award period.

Divisions may submit individual ESEA program applications, consolidated applications, or a combination of the two. The division should make every effort to submit program applications by the July 1 due date. Failure to adhere to the submission deadline may indicate that the division does not have a process in place to ensure that it implements only approved programs and services and that funds are encumbered for approved activities. Failure to submit ESEA program applications by the July 1 deadline may result in additional inquiry or findings during federal program monitoring.

Technical Assistance

To provide technical assistance to school divisions for completion of the applications, web-based technical assistance modules are available for each program. School division personnel responsible for developing and submitting the applications are encouraged to view those web-based modules that are pertinent to their area(s) of oversight. The [modules are available on the Department's Web site at: http://www.doe.virginia.gov/federal_programs/esea/applications/index.shtml](http://www.doe.virginia.gov/federal_programs/esea/applications/index.shtml).

Please contact the appropriate program representative listed below, as needed, during the application completion and revision process.

- **Title I, Part A, Improving Basic Programs Operated by Local Educational Agencies:**
 - Regions I and V – Louise Sutton at (804) 225-2901 or louise.sutton@doe.virginia.gov;
 - Regions II, IV, and VIII– Tiffany Frierson at (804) 371-2682 or tiffany.frierson@doe.virginia.gov;
 - Regions III, VI, and VII – Shyla Vesitis at (804) 225-3711 or shyla.vesitis@doe.virginia.gov;
 - Homeless Children and Youth – Dr. Patricia Popp at (757) 221-4002 or homlss@wm.edu;
 - Preschool Program – Cheryl Strobel at (804) 371-7578 or cheryl.strobel@doe.virginia.gov.
- **Title I, Part C, Education of Migratory Children:**
 - Shyla Vesitis at (804) 225-3711 or shyla.vesitis@doe.virginia.gov.
- **Title I, Part D, Subparts 1 & 2, Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent, or At-Risk:**
 - Tiffany Frierson at (804) 371-2682 or tiffany.frierson@doe.virginia.gov.
- **Title II, Part A, Supporting Effective Instruction:**
 - Regions I, II, IV, and VII - Carol Sylvester at (804) 371-0908 or carol.sylvester@doe.virginia.gov; or
 - Regions III, V, VI, and VIII- Michael Courtney at (804) 371-2934 or michael.courtney@doe.virginia.gov.
- **Title III, Part A, Language Instruction for English Learners and Immigrant Students:**
 - Regions I, III, V, and VII – Louise Sutton at (804) 225-2901 or louise.sutton@doe.virginia.gov;
 - Regions II, IV, VI and VIII - Stacy Freeman at (804) 371-0778 or stacy.freeman@doe.virginia.gov;
 - Title III, Part A, Statewide Consortium – Dr. Christopher Kelly at (804) 225-2122 or christopher.kelly@doe.virginia.gov.
- **Title V, Part B, Subpart 2, Rural and Low-Income School Program:**
 - Dr. Lynn Sodat at (804) 225-2870 or lynn.sodat@doe.virginia.gov.

If there are questions related to the mechanics of completing the application, please contact Dawn Dill, grants and reports manager, at (804) 786-9935 or Dawn.Dill@doe.virginia.gov. Questions related to the electronic submission of the application through the Department's Online Management of Education Grant Awards (OMEGA) system should be directed to OMEGA support at (804) 371-0993 or Omega.Support@doe.virginia.gov.

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