

Topic

Title III

Introduction

“Welcome to the Title III project page! It is important to remember that under ESSA Title III funds must be used for three purposes: improving English learners’ academic achievement, professional learning, and parent, family, and community engagement. Title III funds must be used to supplement a core English language development program for English learners that meets the requirements under Title VI of the Civil Rights Act of 1964. If you have questions about this, please contact your ESEA regional team member.

Content

Let’s begin by looking at the home page of the application, which is also called the Data Entry menu or the ESEA menu. Pine RSU is a test environment, so what you see on my screen may not look exactly like what you have in your application as Pine RSU’s application has been set up to show essentially all possible circumstances an SAU may have. You will be able to set up your application with the pages that are relevant to you.

To create a district-level Title III project, click on “create district and school projects.” Click on the Title III check box and click “create project.” Now return to the ESEA menu, and you will see that there is a Title III project. Click on it and it will take you to the district project sheet.

First indicate whether you plan to have an alternative use budget line. This would generally happen very rarely. It is meant for circumstances where an SAU does not transfer funds from one title to another but still wants to use those funds in allowable ways under that other title.

As you create Title III projects, please keep the following in mind:

- Your regional representative within the ESEA team will be reviewing each project for alignment with your Comprehensive Needs Assessment/SAU Consolidated Plan.
- Project descriptions should be detailed and specific, so that it is clear that funds are going to be used in required and allowable ways. It is possible to adjust project descriptions and budgets after submission of the application, but careful and deliberate planning should minimize the need to do so.
- When providing a justification for how the proposed project relates to your needs and goals, be sure to reference the Comprehensive Needs Assessment or SAU Consolidated Plan and state clearly how you expect the proposed project to lead to attainment of a goal or goals.

Next complete the chart with proposed outcomes and the indicators you will use to determine whether those outcomes have been achieved. The outcomes should be related to a tangible change in student or teacher performance or other measure linked to the project goals. For example, if your project addresses professional learning for teachers working with ELs regarding trauma-sensitive

teaching, such as this project that you see on the screen, this should be an area of need that your Comprehensive Needs Assessment/SAU Consolidated Plan revealed. You may propose an outcome such as the number of teachers that implemented strategies they gained through the training. The indicator may be a survey or classroom observations, for example.

Complete the chart to indicate how the funds will be divided among the budgetary categories. As I mentioned, it is possible to adjust budget amounts after submission if needed. To do so, you will contact your regional ESEA team member to reopen the page for you so you can make the necessary changes and resubmit. Once you have finished entering the budgetary information, click “post/update.”

Closing

This concludes this guidance material on the Title III page. For additional questions, please reach out to your assigned ESEA Federal Programs Regional Team Member.