



Massachusetts Department of Elementary and Secondary Education

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To: Administrators of Title I Neglected or Delinquent Programs in Community Residential Facilities
From: Lynda Foisy, Associate Commissioner, Center for Targeted Assistance
Date: July 14, 2009
Subject: FY2010 Application Forms for P.L. 107-110, Title I Part D, Subpart 2 Neglected or Delinquent Program

The FY2010 Title I Neglected or Delinquent (N/D) Subpart 2 program application and instructions will soon be available on the Department of Elementary & Secondary Education's Title I web site at <http://www.doe.mass.edu/nclb/grant/>. However, for your convenience we are enclosing copies of the application materials with this electronic mailing in advance of the official posting.

The application process is the same as last year's:

1. Application: The application is in electronic format and consists of two parts: (a) a Microsoft Excel budget workbook, including workbook instructions, and (b) a Microsoft Word program narrative.
2. Submission: Completed budget workbooks and program narratives must be submitted to the Title I Director within the public school district in which your eligible N/D facility is located, and must also be e-mailed to title1@doe.mass.edu. Original signed copies of the cover sheet must be mailed to:

Melissa T. Williams, Grants Specialist
School Improvement Grant Programs
Division for Accountability, Partnerships and Assistance
Massachusetts Department of Elementary & Secondary Education
75 Pleasant Street
Malden, MA 02148

The Department continues to emphasize the development of Title I Part D programs that provide eligible youth with opportunities to meet the same challenging state academic content and achievement standards expected of all students. This is intended to support successful transition from a community residential environment to further education/training and/or employment.

The Title I Director within the public school district in which your eligible N/D facility is located will review and approve your Title I grant application. The Title I Director will check that the completed grant provides a comprehensive overview of the Title I services offered to

students within your facility. This collaboration should expedite the process to ensure approval and funding. The Department and the local Title I Director will offer technical assistance as needed.

In addition, N/D facilities and the local public school district are required to have a formal agreement in place fully describing services provided and the terms of payment. The required agreement establishes a legal and fiscal basis for transferring Title I funds from the public school district to the N/D facility.

Completed applications should be electronically submitted to your district Title I Director and the Department by July 31, 2009. The signed cover sheet (only) should be mailed at the same time to as outlined on the grants cover sheet.

For questions regarding the program application contact Russ Fleming at rfleming@doe.mass.edu / 781-338-6259. For technical questions regarding the budget workbook, contact titlei@doe.mass.edu or 781-338-6230.