



# **Massachusetts Department of Elementary and Secondary Education**

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To: Administrators of Title I Neglected or Delinquent Programs in  
State Correctional Facilities  
From: Matthew Pakos, Administrator, School Improvement Grant Programs  
Date: July 20, 2011  
Subject: FY2012 Application Forms for P.L. 107-110, Title I Part D, Subpart 1  
Neglected or Delinquent Program

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FY2012 Title I Neglected or Delinquent (N/D) Subpart 1 application materials and allocation amounts are now available on the Department of Elementary & Secondary Education's web site at [www.doe.mass.edu/nclb/grant/](http://www.doe.mass.edu/nclb/grant/).

The application process is unchanged from last year.

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: Email completed budget workbooks and program narratives to [titlei@doe.mass.edu](mailto:titlei@doe.mass.edu). In addition, please mail original signed copies of the cover sheet 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

3. Grant duration: 9/1/2011– 6/30/2013

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 as well as support successful transition from a correctional/institutional environment to further education, training and/or employment.

Delinquent program services must supplement existing educational programs in which youth are enrolled. Participants in a State Agency's Title I Part D program must be enrolled in a regular educational program that provides at least 20 hours of weekly instructional time for youth in detention facilities and 15 hours of weekly instructional time for youth in correctional facilities.

Completed applications should be submitted to the Department of Elementary and Secondary Education by early August to ensure a September 1, 2011 start date. Applications submitted after that cannot be guaranteed a start date of September 1.

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