



Kirsten Baesler
State Superintendent

Robert J. Christman
Deputy Superintendent

NORTH DAKOTA DEPARTMENT OF
PUBLIC INSTRUCTION

600 E Boulevard Ave., Dept. 201
Bismarck, ND 58505-0440
Phone (701) 328-2260
Fax (701) 328-2461
www.nd.gov/dpi

MEMO TO: Title II Authorized Representatives and Coordinators

FROM: Stefanie Two Crow, Director, Office of Federal Title Programs

DATE: September 15, 2016

RE: Request for Title II Reallocated Funds

The purpose of this memo is to announce that the Office of Federal Title Programs is reallocating unspent Title II funds. These funds follow Title II regulations and can be spent on any allowable Title II activity.

Since there is a limited amount of Title II funds available, a cap of \$4,000 has been placed on applying for reallocated Title II funds. This will ensure the department can assist all districts applying for Title II reallocated funds.

Important Information to note:

- Application Deadline - Wednesday, October 26, 2016
- Grant Period - July 1, 2016 to June 30, 2017
- 2016-2017 Consolidated Application - Districts must have the Title II section of the consolidated application approved before being eligible for reallocated funds.
- Obligating/Requesting Funds - Districts must have all of its Title II funds obligated. Any unobligated funds must be used before requesting additional Title II funds.

End of Year Addendum: All reallocated funds must be expended during the 2016-2017 school year. If these funds are not expended when the 2016-2017 Title II final financial report and request for funds are submitted, the funds will be deducted from the district's 2017-2018 carryover amount. An addendum attached to the final financial report is required to be completed in July 2017 by all districts receiving reallocated funds. This addendum indicates whether the district expended all of the Title II reallocated funds received. Districts that received reallocated funds must also attach a detailed Title II accounting ledger to the final financial report.

Instructions: To apply for Title II reallocated funds, please submit an application via the STARS Consolidated Budget Revision. There is a box to check indicating that the budget revision is to request reallocated Title II funds. Hard copy applications will not be accepted. The budget revision section has not yet been opened up on STARS. Schools can begin the planning process and submit their reallocated budget revision request once the system is opened up in early October 2016.

When completing the application (via a budget revision on STARS), you will need to provide details on how you arrived at the amounts you are requesting.

We hope to have all applications for Title II reallocated funds awarded by early November 2016.

If you have any questions or need assistance, please contact one of the following staff:

Stefanie Two Crow
Federal Title Programs Director
(701) 328-2287

Jane Gratz
Title II Fiscal Officer
(701) 328-2292

Laurie Matzke
Assistant Superintendent
(701) 328-2284

ND School for the Deaf/RCDHH
Devils Lake, ND
(701) 665-4400

ND State Library
Bismarck, ND
(701) 328-2492

ND Vision Services/School for the Blind
Grand Forks, ND
(701)795-2700