

MEMORANDUM

TO: CCPS School Board Members & Staff

FROM: Karie Lane, Federal Programs Specialist

DATE: October 9, 2015

RE: **Title III, Part A Supplemental 2015-2016 Immigrant Children and Youth (IY) Grant Application**

The attached **Supplemental 2015-2016 Immigrant Children and Youth (IY)**, grant application was received by staff on October 1, 2015.

The 2015 Congressional Appropriations Act authorized additional, one-time **supplemental 2015-2016 Immigrant Children and Youth (IY)** awards to qualifying divisions in states where, during calendar year 2014, the U.S. Department of Health and Human Services' Office of Refugee Resettlement (ORR) placed 50 or more unaccompanied children in one or more divisions, with a sponsor, while their immigrant cases were resolved. Virginia is awarding these supplemental IY funds to all divisions that received a 2015-2015 standard IY award, with increased funding awarded to those divisions reported by ORR as receiving 50 or more unaccompanied children in calendar year 2014. Because of the unique nature of this award, all divisions receiving a supplemental IY award must submit a separate **paper IY application**.

Request approval to apply and submit the grant by the deadline to VDOE is October 16, 2015.

Virginia Department of Education
Application for Fiscal Year 2015-2016
SUPPLEMENTAL IMMIGRANT CHILDREN AND YOUTH (IY) FUNDS

Division Name: Culpeper County Public Schools	Division Number: 024
Division Contact: Karie Lane	Submission Date:
Address: 450 Radio Lane, Culpeper, VA 22701	
Phone Number: 540-825-3677	E-mail: Klane@culpeperschools.org
Superintendent's Signature:	Date:
Board Chairperson's Signature:	Date:
2015-2016 <i>Supplemental</i> Immigrant Children and Youth allocation \$6,992.93	

Purpose of Funding

The 2015 Congressional Appropriations Act authorized additional, one-time supplemental 2015-2016 Immigrant Children and Youth (IY) awards to qualifying divisions in states where, during calendar year 2014, the U.S. Department of Health and Human Services' Office of Refugee Resettlement (ORR) placed 50 or more unaccompanied children in one or more divisions, with a sponsor, while their immigration cases were resolved. Virginia is awarding these *supplemental* IY funds to all divisions that received a 2015-2016 *standard* IY award, with increased funding awarded to those divisions reported by ORR as receiving 50 or more unaccompanied children in calendar year 2014. Because of the unique nature of this award, all divisions receiving a *supplemental* IY award must submit a separate IY application.

Immigrant Children and Youth Funds:

Allowable Activities

Please place an "X" next to all activities that apply.

- Family literacy, parent outreach, and training activities designed to assist parents to become active participants in the education of their children;
- Support for personnel, including teacher aides who have been specifically trained, or are being trained, to provide services to immigrant children and youth;
- Provision of tutorials, mentoring, and academic or career counseling for immigrant children and youth;
- Identification and acquisition of curricular materials, educational software, and technologies to be used in the program carried out with funds;
- Basic instruction services that are directly attributable to the presence in the school district involved of immigrant children or youth, including the payment of costs providing classroom supplies, costs of transportation, or such other costs as are directly attributable to such additional basic instruction services;
- Other instruction services that are designed to assist immigrant children and youth to achieve in elementary schools and secondary schools in the United States, such as programs of introduction to the educational system and civics education; and
- Activities, coordinated with community-based organizations, institutions of higher education, private sector entities, or entities with expertise in working with immigrants, to assist parents of immigrant children and youth by offering comprehensive community services.

Description of Programs and Services for Immigrant Children and Youth

In order to demonstrate compliance with the above referenced federal requirements regarding allowable activities for IY funds, please respond to the following prompts.

1. Describe how the divisions will use Immigrant Children and Youth funds (IY) to provide enhanced instructional opportunities **specifically** for immigrant students and their families.
Trained tutors will support literacy and academic language instruction by working with Immigrant students. CCPS will implement family programs to support parents of immigrant students in becoming actively involved in their child's education. CCPS Guidance counselors will attend professional development in supporting Immigrant students.
2. Describe how the division will evaluate the success of the enhanced instructional opportunities targeting immigrant students and/or their families.
Academic performance for Immigrant students will be monitored to evaluate the effectiveness of literacy tutoring. Parental involvement is monitored at each school and will be reviewed to evaluate the participation of Immigrant families. Feedback from counselors on understanding and responding to the needs of Immigrant students will be evaluated before and after the PD.

Budget Workbook

The *supplemental* 2015-2016 Immigrant Children and Youth funding application must be accompanied by a completed Budget Workbook, which details the use of funds by object code to support the program activities described herein. The Budget Workbook is posted in the Title III Toolkit under the "Funding" tab at the following Web address:
http://www.doe.virginia.gov/federal_programs/esea/title3/index.shtml.

Assurances

The submission of the application for *supplemental* 2015-2016 Immigrant Children and Youth funding signifies the division's intent to comply with the same assurances provided in the 2015-2016 Title III, Part A, application for federal funding. These assurances may be found at the following Web address:
http://www.doe.virginia.gov/federal_programs/esea/applications/title3/title3_part-a_app_guidelines.pdf.

Submission of Application

The *supplemental* 2015-2016 Immigrant Children and Youth funding application and Budget Workbook should be submitted together by e-mail to Stacy Freeman, Title III specialist, at stacy.freeman@doe.virginia.gov, by **Friday, October 16, 2015**. Questions about *supplemental* IY funds should be directed to Stacy Freeman at (804) 371-0778 or stacy.freeman@doe.virginia.gov.

Virginia Department of Education
 Application for *Supplemental* Immigrant Children and Youth (IY) Funds
 Budget Workbook for Fiscal Year 2015-2016

The information entered in the "Budget" and "Budget Detail" tabs of this budget workbook should reflect the use of supplemental IY funds to support the program activities described in the funding application. The application for supplemental IY funds is available in the Title III Toolkit under the "Funding" tab at the following Web address: http://www.doe.virginia.gov/federal_programs/esea/title3/index.shtml.

Program Name: Supplemental Immigrant Children and Youth Funds

Grant Award Period: July 1, 2015 - September 30, 2016

Division Name: Culpeper County Public Schools *Enter division name.*

Division IY Allocation: \$6,993 *Enter division allocation from Supplemental IY Award tab.*

Does the Budget Detail total equal the division allocation? Yes

Object Code	Expenditure Accounts	SubTotal
1000	Personal Services	
2000	Employee Benefits	
3000	Purchased/Contracted Services	\$ 6,000.00
4000	Internal Services	
5000	Other Charges	
6000	Supplies & Materials	\$ 992.93
8000	Capital Outlay	
	Total	\$ 6,992.93

 Superintendent's Signature

 Date

Funding Source: **Supplemental Immigrant Children and Youth Funds**

Grant Period: July 1, 2015 - September 30, 2016

Division Name: Culpeper County Public Schools

Division Allocation: \$ 6,992.93

Indirect Cost expenditures, if applicable, must be included in the division allocation under Object Code 5000 (see Object Code Definitions tab).

Object Code	Request Description	FTE	Justification and Cost Basis	Amount
1000 Personal Services				
	Total FTE		0	Total Compensation

Object Code	Request Description	Benefits	Amount
2000 Employee Benefits			
			Total Employee Benefits

Object Code	Request Description	Justification and Cost Basis	Amount
3000 Purchased/Contractual Services	Contracted Literacy support for Immigrant Students	\$30/hour for 150 hours	\$ 4,500.00
	Parent Support for Immigrant students and Families	Family programs to support student and assist parents to become actively involved in their student education	\$ 500.00
	school counselors on supporting Immigrant students	professional development for school counselors on supporting Immigrant students	\$ 1,000.00
Total Purchased Services			\$ 6,000.00

Object Code	Request Description	Justification and Cost Basis	Amount
4000 Internal Services			
	Total Internal Services		

Object Code	Request Description	Justification and Cost Basis	Amount
5000 Other Charges			
	Total Other Charges		

Object Code	Request Description	Justification and Cost Basis	Amount
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Elementary and Secondary Education Act of 1965
Supplemental Immigrant Children and Youth Award
2015-2016

DIV No.	SCHOOL DIVISION	QUALIFIES FOR 2015 SUPPLEMENTAL IMMIGRANT CHILDREN AND YOUTH AWARD (Based on Significant Increase)	2015-2016 TOTAL ENTITLEMENT
001	Accomack County Public Schools	Yes	\$4,259.33
002	Albemarle County Public Schools	Yes	\$9,980.81
007	Arlington County Public Schools	Yes	\$62,618.47
010	Bedford County Public Schools	Yes	\$1,525.73
016	Campbell County Public Schools	Yes	\$2,225.02
021	Chesterfield County Public Schools	Yes	\$18,435.90
024	Culpeper County Public Schools	Yes	\$6,992.93
029	Fairfax County Public Schools	Yes	\$366,111.46
030	Fauquier County Public Schools	Yes	\$5,594.34
032	Fluvanna County Public Schools	Yes	\$762.86
033	Franklin County Public Schools	Yes	\$635.72
039	Greene County Public Schools	Yes	\$826.44
041	Halifax County Public Schools	Yes	\$699.29
043	Henrico County Public Schools	Yes	\$30,959.59
044	Henry County Public Schools	Yes	\$1,017.15
053	Loudoun County Public Schools	Yes	\$123,139.07
058	Mecklenburg County Public Schools	Yes	\$2,670.03
060	Montgomery County Public Schools	Yes	\$699.29
075	Prince William County Public Schools	Yes	\$165,287.34
079	Richmond County Public Schools	Yes	\$1,207.87
085	Shenandoah County Public Schools	Yes	\$1,970.73
088	Spotsylvania County Public Schools	Yes	\$17,228.03
094	Washington County Public Schools	Yes	\$890.01
101	Alexandria City Public Schools	Yes	\$80,227.93
104	Charlottesville City Public Schools	Yes	\$4,386.47
113	Harrisonburg City Public Schools	Yes	\$10,298.67
117	Newport News City Public Schools	Yes	\$9,027.23
118	Norfolk City Public Schools	Yes	\$9,535.81
120	Petersburg City Public Schools	Yes	\$1,017.15
123	Richmond City Public Schools	Yes	\$20,215.91
124	Roanoke City Public Schools	Yes	\$14,494.43
128	Virginia Beach City Public Schools	Yes	\$5,975.77
130	Waynesboro City Public Schools	Yes	\$1,144.30
136	Chesapeake City Public Schools	Yes	\$2,288.59
139	Salem City Public Schools	Yes	\$2,288.59
143	Manassas City Public Schools	Yes	\$31,468.17
144	Manassas Park City Public Schools	Yes	\$11,061.54
	Total		\$1,029,168