

ITLP Questions & Answers

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What is the Illinois Textbook Loan Program?

The Illinois Textbook Loan Program (ITLP) was authorized in 1975 by legislation and Article 18-17 of the Illinois School Code. The purpose is to provide textbooks, textbook substitutes, and since 1996, **instructional** computer software to public and nonpublic students. Funding has varied from year to year and has never provided sufficient funding to cover all Illinois pupils' textbook needs for K-12.

What grades will the program serve this year?

Grades 7-12 students will be served for Fiscal Year 2009.

What will be the dollar per pupil amount?

The per pupil amount will be approximately \$40.

What enrollment numbers will be used to determine pupil count and dollar allocation?

2007 Fall Housing Enrollment Report and Non-public Registration Report numbers

When is the deadline to complete school requests?

Schools can begin entering requests on December 1, 2008 via the IWAS system. March 16, 2009 is the deadline for requests. Missing the March 16, 2009 deadline can result in losing your allotment and having the funds divided among those schools meeting the deadline.

How much does shipping cost?

The ITLP pays initial shipping costs to your selected shipping location; however, schools that make errors are responsible for paying return shipping charges back to the vendor.

Can schools request more than one central shipping address?

No. This is not allowed since it would increase the program's budget for shipping charges and would reduce the per pupil allotment for all schools.

What is the total funding for the program this year?

The total for Fiscal Year 2009 is \$42,826,500.

Why is the program named the Illinois Textbook Loan Program?

All materials are purchased by the Illinois State Board of Education and are the property of the State of Illinois on loan to both public and nonpublic students. Therefore, specific rules exist that require schools to stamp the materials "Property of the State of Illinois, Illinois Textbook Loan Program". In addition, specific disposal procedures exist that require ITLP program approval to dispose of materials no longer needed. (Reference – http://isbe.net/htmls/textbook_relocation.htm)

What materials may NOT be purchased with ITLP funds?

The list is long of materials that may not be purchased with ITLP funds. They include reference materials such as almanac, atlases, maps, globes, models, and periodicals. Also prohibited are consumable items of any type such as workbooks, tests, and black line masters. Equipment and school supplies are prohibited. Teacher materials are not included as the program is to purchase items for student usage only.

How may I contact the ITLP staff with other questions?

ITLP staff members include: Frank Hanselman, Courtney Session, and Keri Shoemaker.

The ITLP phone number is 217-782-0734.

What is the minimum order amount that can be placed with a vendor?

The minimum order amount will be \$200 with each publisher. The website is programmed to prevent placing an order for less than \$200 per publisher. If a school's allotment is less than \$400, the requested title must be from one publisher. This has been done to reduce our cost in processing hundreds of small purchase orders to the various vendors.