Fiscal Year 2025
Immigrant Student Education Program Grant Application

Presented by:

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Agenda

- What is the Immigrant Student Education Program (ISEP)?
- Purpose of ISEP
- Eligibility
- Application Process
- How to Complete the ISEP Application

What is the Student Education Immigrant Program?

What is the Immigrant Student Education Program?

- ISEP is a federally funded Title III program.
  - ISEP is a supplemental grant for districts experiencing a "significant increase" in eligible immigrant children and youth as compared to the two preceding fiscal years.
- ISEP is formula-based grant.
  - Starting fiscal year 2025 this grant is a range-based formula grant.

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Purpose of ISEP

Purpose of ISEP

- The purpose of ISEP is to assist immigrant students and their families so that these students can meet the same challenging grade level language and academic standards as mainstream students.
  - Funds received from the ISEP grant can be used to provide enhanced supplemental instructional opportunities for immigrant children and youth.
  - This includes, but is not limited to:
    - Family literacy
    - Parent outreach and training activities
    - Tutoring
    - Mentoring
    - Counseling for immigrant children and youth
    - Development and acquisition of materials

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Eligibility

Eligibility

- Federal Title III regulations require that eligibility for ISEP be based on a district having a "significant increase in the number of immigrant students in a district."
  - For ISBE purposes, the increase is:
    - Minimum of 10 immigrant students currently enrolled in the district

    AND
    - Either 3 percent or 50 student increase (whichever is fewer) over the average of the immigrant student enrollment for the preceding two fiscal years.
      - This includes private school count.
  - Eligible immigrant students are age 3 through 21, not born in the United States, District of Colombia, or Commonwealth of Puerto Rico, and who have not attended one or more schools in any U.S. state for more than three full academic years.

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Application Process

Application Process

- Complete English learner (EL) – Title III Intent to Apply (ITA).

- Complete state Student Information System data for current students by October for the Fall Housing Report.

- Submit private school immigrant student count, if applicable, to the Multilingual/Language Development Department by end of October.

- Receive notice if district is eligible in November.

- Complete and submit ISEP application once it opens.

How to Complete the ISEP Application

Overview (Description)

- Gives important dates.

- Purpose of the grant.

- Links to all rules/regulations.

- Information on reports required.
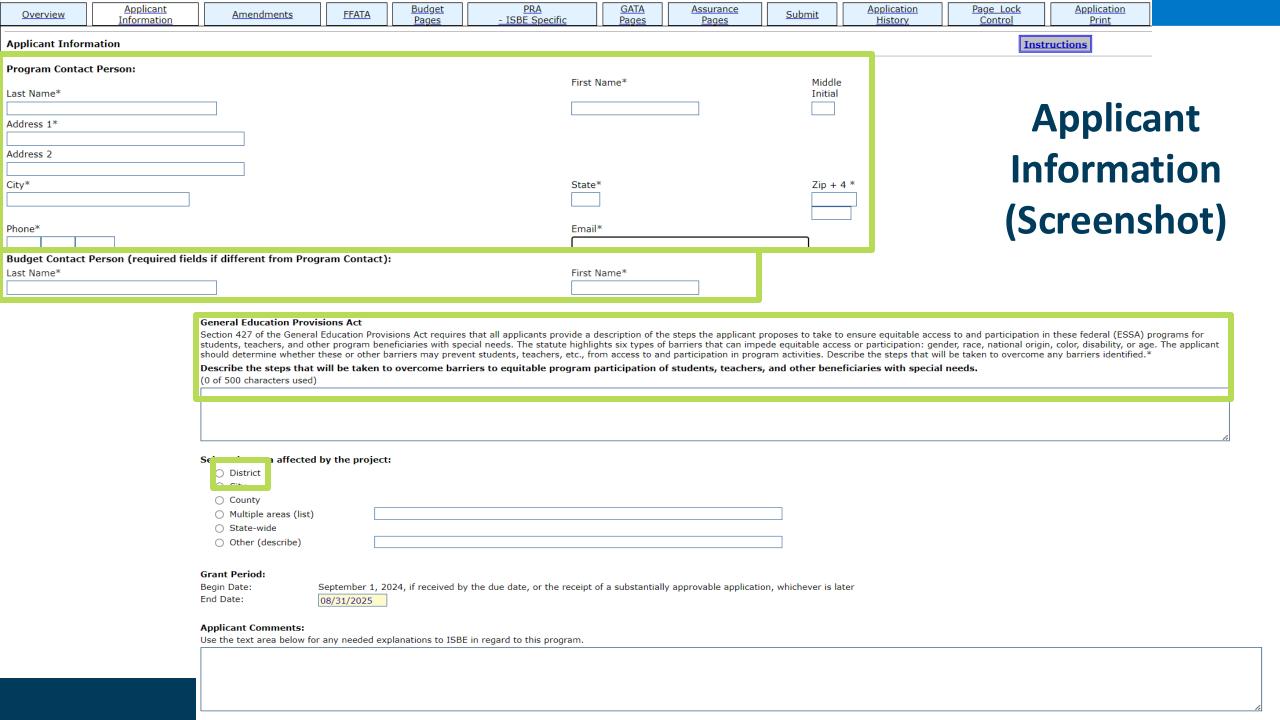
Overview (Screenshot)

| Overview | Applicant Information | Amendments | FFATA | Budget Pages | PRA - ISBE Specific | GATA Pages | Assurance Pages | Submit | Application History | Page_Lock Control | Application Print |

Overview - Title III Immigrant Student Education Program

Program: Title III - Immigrant Student Education Program

Purpose: To assist immigrant students and their families so that these students can meet the same challenging grade level language and academic standards as mainstream students

Additional information regarding Title III immigrant education program purposes and allowable activities

Funding: **NOTE: Allocations are preliminary, and payment under this grant is subject to passage of a sufficient appropriation by the Illinois General Assembly or sufficient appropriation by the U.S. Congress for federal programs. Obligations of the State Board of Education will cease immediately without further obligation should the agency fail to receive sufficient state, federal, or other funds for this program.**

Program Type: Federal Formula

Legislation: Title III, Sec. 3001 Parts A, B, C

Application Due Date: April 18, 2025 to receive a September 1, 2024 start date, but no later than June 30, 2025. Note that no activities can occur until a substantially approvable application is received by ISBE, and no funding will be disbursed until final approval is received.

Grant Period: September 1, 2024 through August 31, 2025

Begin Date: September 1, 2024, if received by the due date, or the receipt date of a substantially approvable application, whichever is later

End Date: August 31, 2025

Amendments Due: Not later than 30 days before the end date of the program, and prior to obligation of funds

Assitance Listing/CFDA Number and Title: 84.365A English Language Acquisition State Grants

CSFA Number and Title: 586-18-0428 Title III Immigrant Education Programs: Lang Inst Prog-Limited End LIPLEP

Funding Opportunity Information: Immigrant - 2025-4905-00

Subrecipient Award (Obligation): See GATA Pages - Notice of State Award and Uniform Grant Agreement.

For current and total funds obligated to the subrecipient, see Reports at FRIS Inquiry.

GATA Information: GATA Website
GATA Rules
GATA Legislation
Code of Federal Regulations/Title 2 - Grants and Agreements/Vol 1/2014-01-01192

Expenditure Reports: Expenditure reports should be completed at a minimum of quarterly via the IWAS system. A final cumulative expenditure report for all expenditures will be due no later than 90 days after the grant end date.

Performance Reports: Programmatic reporting should be completed at a minimum of annually via the IWAS system. Additional reporting requirements may be required, as determined by the applicant's risk assessment.

Fiscal Information: State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures (includes Function and Object Code descriptions)
Part 100 - Requirements for Accounting, Budgeting, Financial Reporting, and Auditing

Applicant Information (Description)

- District contact information for the grant
  - Typically, the EL administrator
  - Can include the business administrator as a second contact
- GEPA statement
  - Steps to avoid barriers for protected classes
- Area affected
  - District

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Applicant Information

[Instructions]

Applicant Information (Screenshot)

Program Contact Person:

Last Name*

First Name*

Middle Initial

Address 1*

Address 2

City*

State*

Zip + 4 *

Phone*

Email*

Budget Contact Person (required fields if different from Program Contact):

Last Name*

First Name*

General Education Provisions Act

Section 427 of the General Education Provisions Act requires that all applicants provide a description of the steps the applicant proposes to take to ensure equitable access to and participation in these federal (ESSA) programs for students, teachers, and other program beneficiaries with special needs. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. The applicant should determine whether these or other barriers may prevent students, teachers, etc., from access to and participation in program activities. Describe the steps that will be taken to overcome any barriers identified.*

Describe the steps that will be taken to overcome barriers to equitable program participation of students, teachers, and other beneficiaries with special needs.

(0 of 500 characters used)

Select the area affected by the project:

○ District
○ City
○ County
○ Multiple areas (list)
○ State-wide
○ Other (describe)

Grant Period:

Begin Date: September 1, 2024, if received by the due date, or the receipt of a substantially approvable application, whichever is later

End Date: 08/31/2025

Applicant Comments:

Use the text area below for any needed explanations to ISBE in regard to this program.

Amendments (Description)

- First submission
  - Mark as "original application"
- Amendments
  - Mark as "amendment"
  - Write in details/overview of the changes in the application

Amendments (Screenshot)

FFATA (Description)

- Description of the project
  - Includes areas that have $500 or more in the budget line
  - Must list areas/summarize
  - Does not have to be itemized
- Amendments
  - If adding in new function/object codes for $500 or more, must amend this page as well

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FFATA (Screenshot)

Overview	Applicant Information	Amendments	FFATA	Budget Pages	PRA - ISBE Specific	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Application Print

Federal Funding Accountability and Transparency Act (FFATA)   [Instructions]

The Federal Funding Accountability and Transparency Act (31 U.S.C. 6102; P.L. 109-282, as amended by section 6202(a) of P.L. 110-252) requires a Prime Awardee, such as a State agency, to report an award of $25,000 or more made to a subrecipient as of October 1, 2010 [also see 2 CFR part 170]).

To fulfill reporting requirements, provide a brief but succinct description of how the funding received will support the activities and actions to meet the purpose and goals of the Federal grant. If there are multiple funding actions, provide a description for each funding action.*

Example of Project Description:

Funds will be used for summer school and afterschool programs to address the learning needs of immigrant students. In addition, funds will be used to provide professional development on immigrant student education for teachers.

Project Description (do not use the & symbol):*

(0 of 255 maximum characters used)

Agency's Annual Gross Revenues:*

○ Yes   ○ No   In the previous fiscal year, this organization (including parent organizations, all branches, and all affiliates worldwide) received (a) 80 percent or more of annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements;

AND

(b) $25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements.

Select the Yes button ONLY if both (a) and (b) are true.

Save Page

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Allotment (Description)

- Current year funding

- Last year's carryover

Allotment (Screenshot)

Overview	Applicant Information	Amendments	FFATA	Budget Pages	PRA - ISBE Specific	GATA Pages	Assurance Pages	Submit	Application History	Page_Lock Control	Application Print
	Funding Calculation		Allotment		Indirect Cost Calculation				Budget Detail		Budget

Allotment   **Instructions**

	ImStudent4905-S
Current Year Allotment	$6,424
Reallotted Funds (+)	
Released Funds (-)	
Carryover (+)	0
Prepayment (+)	
SUB TOTAL	$6,424
Multi-District	
Transfer In (+)	0
Transfer Out (-)	0
Administrative Agent	
ADJUSTED SUB TOTAL	$6,424
TOTAL AVAILABLE	$6,424
	ImStudent4905-S

Budget Detail (Description)

- Budget line items must sum to the full allotment

- Line items must be as detailed as possible

- Line items must be related to immigrant students and/or their families
  - Can include PD as well for staff
  - Reminder: Not all immigrant students are EL

Budget Detail (Screenshot)

Budget (Description)

- Shows an overall summary of where funds are being allocated

- Cannot adjust this page
  - Changes must be made ==and saved== in the Budget Detail page ==to be reflected== on the Budget page

Budget (Screenshot)

| Funding Calculation | Allotment | Indirect Cost Calculation | Budget Detail | Budget |

Budget (Read Only) **Instructions**

LINE	FUNCTION	EXPENDITURE ACCOUNTING	SALARIES 100	EMPLOYEE BENEFITS 200	PURCHASED SERVICES 300	SUPPLIES & MATERIALS 400	CAPITAL OUTLAY** 500	OTHER OBJECTS 600	NONCAP EQUIP** 700	TOTAL
1	1000	Instruction						▮		
2	2110	Attendance & Social Work Services						▮		
3	2120	Guidance Services						▮		
4	2130	Health Services				▮	▮	▮	▮	
7	2210	Improvement of Instruction Services						▮		
8	2220	Educational Media Services						▮		
9	2230	Assessment & Testing						▮		
10	2300	General Administration						▮		
16	2550	Pupil Transportation Services					▮	▮		
22	2640	Staff Services*						▮		
23	2660	Data Processing Services*						▮		
24	2900	Other Support Services					▮	▮		
25	3000	Community Services						▮		
27	4000	Payment to Other Districts and Governmental Units	▮	▮		▮	▮		▮	
29		Total Direct Costs								
30		Indirect Costs								
31		Total Budget								

*   If expenditures are shown, the indirect cost rate cannot be used. If a program has an unrestricted indirect cost rate, expenditures budgeted in Function 2540 will also prevent LEAs from using indirect cost.
** Capital Outlay cannot be included in the indirect cost calculation.

Superintendent Name: Not calling IWAS Web Service

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PRA – ISBE Specific (Description)

- Questions 3.1-3.4 must reflect if a district was monitored in the past two years
  - If monitored, <mark>all questions regarding the CAP must be answered</mark>

PRA – ISBE Specific (Screenshot)

Reports and findings from audits performed

3.1 Has the organization been cited for corrective action for this program or comparable programs within the last two fiscal years?

○ Yes   ◉ No

If NO, 3.2 and 3.3 must be N/A.

3.2 Have all corrective actions for this program or comparable programs been implemented in the specified timeframe within the last two fiscal years?

○ Yes   ○ No   ◉ N/A

If NO, explain what was delayed and why:

3.3 Are there any corrective actions for this program or comparable programs that remain open within the last two fiscal years?

○ Yes   ○ No   ◉ N/A

If YES, explain what remains open and why:

3.4 Have there been findings regarding conflict of interest for this program or comparable programs within the last two fiscal years?

○ Yes   ◉ No

If YES, explain the conflict of interest finding and your response to the finding:

UGA -- Parts One, Two, and Three (Description)

- Auto-filled with information

- Must mark "Governmental" for 3.2

- Must mark assurances and save

UGA -- Parts One, Two, and Three (Screenshot)

3.2 Tax Identification Certification

Grantee certifies that: 366004361

is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person.

Grantee is doing business as a (check one):

○ Individual
○ Sole Proprietorship
○ Partnership
○ Corporation (includes Not For Profit)
○ Medical Corporation
○ Governmental Unit (includes school districts, ROEs, EFEs, IDEA joint agreements)
○ Estate or Trust

○ Pharmacy-Non Corporate
○ Pharmacy/Funeral Home/Cemetery Corp
○ Tax Exempt
○ Limited Liability Company (select applicable tax classification)
　　○ P = partnership
　　○ C = corporation
○ Grantee has not received payment from the State of Illinois in the last two years. Grantee must submit a W-9 tax form with this Agreement.

Uniform Grant Agreement

UGA - ARTICLES III (3.3-3.5) through XXII in this agreement include the below items.

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Review Checklist (Description)

- Useful if an application/amendment is sent back

- Check all comments

- Reach out to your assigned principal consultant with questions
  - The grant reviewer may not be your assigned principal consultant
  - Assigned Principal Consultant list was updated as of Jan. 1, 2025. Please check the list to see if your consultant has changed.

Review Checklist (Screenshot)

Resources

- [Title III Information](#)
- [Amendment Guidelines](#)
- [Assigned Principal Consultant List](#)

Questions?