



September 17, 2014

Dear LEA Representatives:

This is a notification regarding the availability of the **Federal Fiscal Year (FFY) 2014 Substantial Increase in Immigrant Children and Youth Enrollment [3114(d)] Grant amounting to \$66,732.40**. This grant provides funding to eligible local education agencies (LEAs) in the District of Columbia that have experienced a substantial increase in the percentage or number of **immigrant children and youth*** enrollment.

**The term “immigrant children and youth” refers to individuals who:*

- a. are aged 3 through 21;*
- b. were not born in any State; and*
- c. have not been attending one or more schools in any one or more States for more than three full academic years.*

A **substantial increase** is determined by comparing the “*average of two preceding fiscal years, in the percentage or number of immigrant children and youth, who are enrolled, during the fiscal year preceding the fiscal year for which the subgrant is made*” [(3114(d)(1))]. For example, to determine whether an LEA is eligible to apply for the FFY2014 3114(d) grant, the LEA should compare the average of its FFY2011 and FFY2012 enrollment counts to the FFY2013 enrollment count of immigrant children and youth.

OSSE uses the following criteria to determine substantial increase:

Table 1: LEA Category and Substantial Increase Criteria

LEA CATEGORY: <i>If LEA’s immigrant student enrollment is...</i>	SUBSTANTIAL INCREASE CRITERIA: <i>Then, the substantial increase is...</i>
1 to 249 students	22 or more students
250 to 999 students	44 or more students
1,000 and more students	6% of total enrollment

The Table 2 on the next page is an example of how significant increase is calculated.

Table 2: Data and Determination

Substantial Increase in Immigrant Children and Youth Enrollment			
	FFY 2011	FFY 2012	FFY 2013
Immigrant Student Enrollment	76	197	217
Formula: $FFY\ 2013 - (FFY\ 2011 + FFY\ 2012)/2$			
Computation = $217 - (76 + 197)/2$			
= $217 - 273/2$			
= $217 - 136.5$			
Enrollment Increase = <u>80.5</u>			
LEA Category: 1 - 249 students			
Substantial Increase Criteria: 44 or more students			
DETERMINATION:			
Yes, the LEA has a substantial increase in immigrant children and youth enrollment and qualifies to apply for ESEA Title III, Part A, 3114(d) grant.			

This link provides a fillable form of the [Letter of Intent to Apply or Not Apply \(LOI\)](#). On the second page of the attached LOI, you will find a blank **Table 2: Data and Determination** for your use. **If you determined that your LEA has a substantial increase in immigrant children and youth enrollment**, please send the completed LOI to osse.title3@dc.gov no later than **September 30, 2014**, close of business. Please be advised that your LEA is required to retain the enrollment documentation for future monitoring purposes.

Please click on the following links for additional information:

- [Frequently Asked Questions \(FAQs\)](#)
- [Application Guidance](#)
- [Application Template](#)
- [Scoring Rubric](#)

Please note that the application template is for reference purposes only. All applications must be completed through [EGMS](#).

For questions, please contact me at Bryan.Sebobo@dc.gov or at 202.478.9220.

Sincerely,



Bryan Sebobo
ESEA Title III Program Analyst
Elementary and Secondary Education (ELSEC) Division
Office of the State Superintendent of Education (OSSE)
Government of the District of Columbia
810 First Street, NE, 5th Floor
Washington, DC 20002
202.724.7870 (d)
202.714.6127 (m)
Bryan.Sebobo@dc.gov