

Louisiana Believes

<Insert Agency Name>

2013 – 2014

Education Excellence Fund (EEF)

Expenditure Plan Application

Request for Funds

Authorized under Louisiana Revised Statute (LRS): 39:98.1-98.5

John White
State Superintendent of Education
Summer 2013

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5th BESE District

Ms. Heather Cope
Executive Director

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Expenditure Plan Application must be received no later than
September 16, 2013 at 4:30 p.m. CST via email:

DOEState.BudgetsRevisions@LA.GOV

or

Mail (1) original and (2) copies to:

Louisiana Department of Education
Grants Management Unit
1201 North Third Street, Suite 5-264
Baton Rouge, LA 70802

For more information, contact:

Programmatic

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I. OVERVIEW

Introduction:

The Louisiana Department of Education is accepting applications for the Education Excellence Fund to support education opportunities for at-risk students, as authorized by the Louisiana Legislature Millennium Trust of 1999.

Background

In 1999, the Louisiana State Legislature created the Millennium Trust to provide for the disposition of proceeds from the tobacco settlement. The same legislation that created the Millennium Trust, Louisiana Revised Statute (LRS):39:98.1-98.5, also established the Education Excellence Fund (EEF) as a component of the Millennium Trust. The Louisiana Department of Education (LDOE) is responsible for providing the appropriations and oversight of monies from the Education Excellence Fund with the specific purpose of ensuring that all expenditures are used to support “excellence in educational practice.”

Purpose

The State is committed to providing resources and to building district systems around four focus areas: 1) school leader and teacher goal-setting; 2) assessment and curriculum; 3) school and teacher collaboration; and, 4) observation and feedback. To support the four focus areas, LDOE developed [Louisiana's Technology Footprint](#). Districts and schools can use this tool to analyze their current technology readiness status and to create, implement and evaluate their strategic efforts related to technology devices, infrastructure, bandwidth and support. Districts may consider using Education Excellence Funds to support the four focus areas through technology or other teacher-driven initiatives, such as PARCC preparation and implementation.

Louisiana recognizes that our greatest investment lies with our youngest learners. We know that early childhood experiences can have a lasting effect on future educational success and that in order to ensure future learning, it is critical to provide a framework for this achievement at a very early age. Every child deserves the opportunity to learn and grow in an environment conducive to kindergarten readiness so that they have a competitive footing to start. Early childhood is something that cannot be overlooked and should receive careful consideration when planning for the school year.

In planning for your upcoming year, the Louisiana Department of Education encourages you to reflect on these four focus areas, the investment in Early Childhood Development, and the specific role technology plays in achieving these goals to support excellence in educational practice.

EDUCATION EXCELLENCE FUND (EEF) APPLICATION INSTRUCTIONS

Instructions: Please review and follow all instructions carefully when completing this application. If you have any questions or need technical assistance during the application process, contact Tikera Chisley White at 225-342-3488 or toll-free at 1-877-453-2721.

- Use 12-point font and double space.
- Complete the appropriate budgets forms (see appendix).

Application and accompanying documents must be received no later than **September 16, 2013** at 4:30 p.m.

II. EDUCATION EXCELLENCE FUND (EEF) APPLICATION

Application for Project Funds

Official Program Title:	Education Excellence Fund Grant
CFDA#: (If Federal Funds)	Not Applicable
Awarding Agency:	State of Louisiana
Project Number:	2712EE-
Funding Amount Applied for:	
Funding Period:	July 1, 2013 – June 30, 2014

Agency Information:		
Recipient Organization:		
Project Director:		
Fiscal Agent:		
Mailing Address:		
Street Address:		
City:	State:	Zip Code:
Program Contact Information:		
Name/Position:		
Telephone Number:		
	(Area Code) (Number)	(Extension)
Fax Number:		
	(Area Code) (Number)	
Email Address:		

I hereby assure and certify that this agency will comply with the regulations, policies, guidelines and requirements, as they relate to the application, acceptance and use of funds for the federally assisted or state assisted project.

APPROVED (For State Agency Use Only):

 Program Division Director/Designee Date

 Approved Representative of the Applicant Agency Date

 Division of Education Finance Designee

“An Equal Opportunity Employer”

Expenditure Plan - Narrative:

Describe how EFF funds will be used by to support the following focus areas: Instructional Technology, School Leader and Teacher goal-setting. Assessment and Curriculum, School and Teacher Collaboration, and Observation and Feedback. (To be completed by Districts only)

List the activities that will be implemented to support the four focus areas.

How will activities be evaluated to demonstrate the impact on student academic achievement?

REQUIREMENTS

Program Requirements:

1. Monies appropriate shall be restricted to expenditures for pre-kindergarten through twelfth grade instructional enhancements for students, including:
 - Early childhood education programs focused on enhancing the preparation of at-risk children for school.
 - Remedial instruction and assistance to children who fail to achieve the required scores on any tests, passage of which are required pursuant to state law or rule for advancement to a succeeding grade.
 - Other educational programs approved by the legislature.
2. The legislation prohibits the use of any monies from the Education Excellence Fund for the following purposes:
 - Expenditures for maintenance or renovation of buildings,
 - Capital improvements, and
 - Increases in employees' salaries.
3. Recipients are prohibited from using EEF funds to supplant any state general fund or locally generated revenue.

Reporting Requirements:

Each recipient school or school system will prepare and submit to the Louisiana Department of Education a prioritized plan for expenditure of funds it expects to receive in the coming year from the Education Excellence Fund. Recipients include Local Education Agencies (public school districts including "city" school districts); Louisiana Special Schools, Brumfield-Dodd approved non-public schools, dioceses, and Type 2 and Type 5 Charter Schools. The plan should include performance expectations to ensure accountability in the expenditure of such funds. LDOE will review such plans for compliance with the requirements of this subsection and assure that the expenditure plans will provide excellence in educational practice.

LEA Options Page

This page is only to be completed by Parish and City Schools Systems.

Please indicate which of the following options(s) your district has selected by completing this page; more than one option may be selected. Your district does not have to withdraw its total allocation about for the year.

TREASURY INVESTMENT OPTION:

1. The Expenditure Plan is to enter into a contract with the State of Louisiana through the State Treasury to invest all or a portion of the Education Excellence Fund. To enact R.S. 39:99, relative to tobacco settlement proceeds; to provide relative to the disposition of certain monies accruing to local school boards; to require the state treasurer to enter into contracts to invest such monies on behalf of such school boards; to provide for the obligations of the state treasurer; to provide for the required contractual inclusions; and to provide for Act 161 of the 2002 First Extraordinary Session authorizes the state treasurer to enter into contractual agreements with Local School Boards to invest schools boards' Tobacco Money. The Expenditure Plan is to invest through the AGREEMENT with the State Treasury. Indicate amount \$ _____

NOTE: Only districts with Bond Sale funds remaining are eligible to choose this option. See allocation schedule.

EXPENDITURE PLAN OPTIONS:

2. District chooses to withdraw funds from its Treasury Investment account. Expenditure plan details how the district will expend its EEF funds during the **current fiscal year** FY 2012-2013. Indicate amount \$ _____

3. District chooses to withdraw funds from its Treasury Investment account. Expenditure plan details how the district will expend its EEF funds during the **next fiscal year** FY 2013-2014. Indicate amount \$ _____

4. District chooses to withdraw funds from its Regular-EEF account. Expenditure plan details how the district will expend its EEF funds during the **current fiscal year** FY 2012-2013. Indicate amount \$ _____

5. District chooses to withdraw funds from its Regular-EEF account. Expenditure plan details how the district will expend its EEF funds during the **next fiscal year** FY 2013-2014. Indicate amount \$ _____

6. District chooses not to submit an expenditure plan at the current time. As indicated in the Attorney General's ruling, these funds "shall remain to the credit of each recipient entity at the close of each fiscal year" (Louisiana Revised Statute 39:98.3).

NOTE: Districts that choose this option will not be able to submit an EEF expenditure plan for approval until the next cycle of plan review and approval.

District Name:
Total for All Plans \$
Less: Carryover Cash On Hand \$
Total Request:

_____ Superintendent's Signature (in blue ink)	_____ Date
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Nonpublic Options Page

This page is only to be completed by Nonpublic Schools, Type 2/5 Charter Schools and Special School Districts.

Please indicate which of the following option(s) your district has selected by completing this page; more than one option may be selected. Your LEA does not have to withdraw its total allocation about for the year.

EXPENDITURE PLAN OPTIONS:

- 1. Expenditure Plan details how the School will expend its EEF funds during the current fiscal year FY 2012-2013. Indicate amount \$ _____

- 2. Expenditure Plan details how the School will expend its EEF funds during the next fiscal year FY 2013-2014. Indicate amount \$ _____

- 3. School chooses not to submit an expenditure plan at the current time. As indicated in the Attorney General's ruling, these funds "shall remain to the credit of each recipient entity at the close of each fiscal year (Louisiana Revised Statute 39:98.3). NOTE: Districts that choose this option will not be able to submit EEF expenditure plan for approval until the next cycle of plan review and approval.

District Name:
Total for All Plans \$
Less: Carryover Cash On Hand \$
Total Request:

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Superintendent's Signature (in blue ink)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Date
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LEA Assurances Page

(To be completed by all EEF applicants)

The enclosed expenditure plan is being submitted for grant funding from the Education Excellence Fund.

- It is hereby agreed that the Louisiana Department of Education, Office of the Legislative Auditor, and/or the Office of the Governor, the Division of Administration and any other agencies representing the state or federal government shall have the option of auditing all accounts or records of the grantee that relate to this award. All copies of required audits must be forwarded to the Louisiana Department of Education Internal Audit Section.
- I understand that if the appropriation for this award is reduced by the Louisiana Legislature, the veto or Executive Order of the Governor, or by any means provided in the Appropriations Act that prevents the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of this award, the award shall either be reduced or terminated.
- I understand that expenditures from the Education Excellence Fund shall be restricted to pre-kindergarten through twelfth grade instructional enhancement for students. Expenditures for maintenance or renovation of buildings, capital improvements, and increases in employee salaries are prohibited. By signing this assurances page, I affirm that the district will abide by the preceding conditions and accept that the performance expectation for the district is that all expenditures will comply with its approved application.
- I understand funds appropriated shall not displace, replace, or supplant appropriations from the general fund for elementary and secondary education, including implementing the Minimum Foundation Program. This paragraph shall mean that no appropriation for any fiscal year from the Education Excellence Fund shall be made for any purpose for which a general fund appropriation was made the previous year unless the total appropriations for the fiscal year from the state general fund for such purposes exceeds general fund appropriations for the previous year. For city or parish school systems, I understand that Education Excellence Funds allocated shall not displace, replace, or supplant locally generated revenue, meaning that no allocation to any city or parish school board from the investment earnings attributable to the Education Excellence Fund shall be expended for any purpose for which a local revenue source was expended the previous fiscal year unless the total of the local revenue amount expended that fiscal year exceeds the total of such local revenue amounts for the previous year.
- The information contained in this proposal is true and correct to the best of my knowledge and belief.

_____ Agency	
_____ Superintendent's Signature (in blue ink)	_____ Date

Sectarian Assurances

Applications for EEF funds made by sectarian schools must contain a written assurance that all funds will be spent in support of only nonsectarian purposes.

If your school sponsors religious activities, teaches religious values, promotes prayer, displays religious symbols, has religious affiliations, receives funding from a religious organization or promotes religion in other ways, it is probably a sectarian school. Allocations to sectarian schools must not be spent to support sectarian/religious programs. Items purchased with EEF funds must not be used in sectarian programs. In the event of an audit, sectarian schools should be able to identify equipment and account for its nonsectarian use.

<hr/> Signature of Agency Head (Please Sign in Blue Ink)	<hr/> Date
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CERTIFICATION STATEMENT

I, the undersigned, certify that _____ has abided by the LEA
(Typed Name of LEA)

Assurance conditions provided by the Louisiana Department of Education in accordance with the Education Excellence Fund (EEF) component of the Millennium Trust, Louisiana Revised Statute (LRS):39:98.1-98.5, and affirm that the performance expectation for the LEA was that all expenditures would comply with its approved application.

It is the understanding of _____ that it may receive Education
(Typed Name of LEA)

Excellence Fund (EEF) funding for the FY 2013-2014 only if the LEA submits an EEF Evaluation Report verifying how EEF resources received in FY 2012-2013 were used to impact student performance. I hereby assure and certify that the information contained in the EEF Evaluation Report is true and accurate, and this agency has complied with the regulations, policies, guidelines and requirements, as related to the approved application, acceptance and use of funds for the state assisted project

**Education Excellence Fund
Evaluation Report
To be completed for SY 2012 – 2013**

III Evaluation Report

Name of Recipient:	FY 2012 – 2013 Allocation Amount: \$
Number of Students Impacted by EEF funds:	Funding Period July 1, 2012 – June 30, 2013

Project Goal	Project Activity	Summary of the district's progress toward meeting the established goal.	Describe the process used to determine the progress toward the goal. Please provide supporting evidence.	If you did not accomplish your goal, how did you adjust your EEF narrative to ensure goals will be met for the 2013-2014 school year?

**Education Excellence Fund
Evaluation Report
To be completed for SY 2012 – 2013**

Name of school that received EEF Funds in 2012-2013	Grade levels impacted by EEF Funds