



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF ELEMENTARY AND SECONDARY EDUCATION
WASHINGTON, DC 20202-6100

ESEA, TITLE I

PROGRAM GUIDANCE

SUBJECT Annual Report of Children in Institutions for Neglected or Delinquent Children, Adult Correctional Institutions, and Community Day Programs for Neglected or Delinquent Children Used to Allocate Title I, Part A and Title I, Part D, Subparts 1 and 2 Funds for Federal fiscal year (FY) 2023 (school year 2023-2024)	TYPE AND NUMBER OF DIRECTIVE OR GUIDANCE FM/ND-32
	DATE SIGNED September 7, 2023
	ISSUING OFFICE Office of School Support and Accountability
REFERENCE: Part A and Part D, Subparts 1 and 2, of Title I of the Elementary and Secondary Education Act of 1965, as amended, Sections 1124, 1402, 1411 and 1412	

TO: State Title I Coordinators

PURPOSE: Transmittal of ED Form 4376 Needed to Collect Information for the Annual Report on Neglected or Delinquent Children

The purpose of the annual report on ED Form 4376 (Attachment 1) is to provide the U.S. Department of Education (ED) with accurate information on (1) the location and number of children who live in local institutions for neglected or delinquent (N or D) children or who are in local adult correctional facilities; and (2) the number of children enrolled in a regular program of instruction in eligible State-operated institutions for N or D children, adult correctional institutions, and community day programs for N or D children. (A spreadsheet that contains a list of LEAs for your State and the caseload data that your State educational agency (SEA) submitted to us last year is attached.) ED needs this information to calculate for FY 2023:

- Allocations for the Grants to Local Educational Agencies (LEAs) program authorized by Title I, Part A of the Elementary and Secondary Education Act of 1965 (ESEA);
- State allocations for the State agency N or D program authorized by Title I, Part D, Subpart 1 of the ESEA; and
- The amount of Title I, Part A funds the ESEA requires SEAs to make available for LEAs to operate local programs for at-risk children authorized by Title I, Part D, Subpart 2 of the ESEA.

ED expects to announce final Title I FY 2023 allocations in June 2023. In order to meet this schedule, we must receive accurate data on the number of children in State and local N or D institutions **by January 17, 2023**. The attached ED Form 4376 and the instructions for completing that form are virtually identical to those used last year.

To assist you in completing this annual report, Attachment 2 provides information on how to identify eligible institutions and count children. This information is similar to that provided last year. Attachment 3 provides an optional worksheet that your SEA may use to collect enrollment data for the State agency N or D program. This worksheet is provided for your convenience. Although an SEA is not required to use this optional worksheet or to submit it to ED, the SEA may find that it is a useful tool to help ensure that it collects accurate data from a State agency.

The information provided on ED Form 4376 is subject to audit and must be certified for completeness and accuracy by the appropriate official in the SEA.

Please submit the information requested in the survey and the signed certification page by e-mail to:

NorD-DataFY2023@ed.gov

The due date for an SEA to submit the survey data to ED is January 17, 2023. This will give ED sufficient time to process these data and announce FY 2023 Title I allocations in June 2023.

Please contact Todd Stephenson of my staff with any questions about this survey. He can be reached at 202-205-1645 or NorD-DataFY2023@ed.gov. (When sending inquiries by e-mail, it is also helpful for an SEA to send a copy of its inquiry to: TitleI-D@ed.gov).

Sincerely,

/s/

Patrick Rooney
Director, School Support and Accountability

Attachments

Attachment 1 - ED Form 4376

Attachment 2 - Guidance on how to identify eligible institutions and count children

Attachment 3 - Optional worksheet that an SEA may use to collect State agency enrollment data for the State agency N or D program