June 1, 2018

Superintendent or Title Coordinator Name

Address

**RE: NYS CONSOLDATED GRANT APPLICATION & FEDERAL NCLB TITLE FUNDS**

Dear

Under regulations issued by the U.S. Department of Education Office of Nonpublic Schools and

The New York State Education Department, as part of the **New York State Consolidated Application,** nonpublic schools wishing to participate in common activities may direct local public school districts to purchase services from a common provider. The provider of services for the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Catholic School, in the district of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_for the 2018-2019 year is the New York State Coalition for Independent and Religious Schools (NYSCIRS) PO Box 338, Troy, NY 12182. NYSCIRS charges up to a 5% service fee of the total Title IIA allocation, per USDOE guidance this fee may not come from the private school allocation.

Per the requirements of the Consolidated Application ongoing consultation must occur between representatives of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School District, and myself, Principal of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or my representative. At this consultation we will discuss the professional development needs of the faculty and staff of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School, how the funds are being calculated, our participation with NYSCIRS, requirements by \_\_\_\_\_\_\_\_\_\_\_\_\_\_ School District for use of funds, and ease of facilitation of the program.

At the completion of services, (periodically throughout the 2018-2019 school year), NYSCIRS will provide the LEA with a description of services with an invoice for reimbursement of professional development programming provided for faculty and staff at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School. Additonally, if \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_School District requires a contract be signed with NYSCIRS, please forward to NYSCIRS at PO Box 338, Troy, NY 12182 as soon as possible.

Thank you for your cooperation, please contact me should you have any questions.

Sincerely,

Principal Name and Contact Information

Cc: Carol Geddis