



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: June 26, 2024

TO: NexSys Authorized Officials and Consolidated Application Main Contacts

FROM: Dr. Corinne E. Edwards, Director
Office of Educational Supports 

SUBJECT: 2024-25 Estimated Allocations; Consolidated Application; Important Submission Deadlines; OES Calendar; and MILOGIN Information

The Office of Educational Supports (OES) announces the release of the fiscal year 2025 Consolidated Application along with other important information needed to help all local education agencies (LEAs), including public school academies (PSAs), meet the diverse needs of Michigan students.

Estimated Allocations

Allocations for 2024-25 are published on the [OES Website](#) under Tools & Resources, Program Allocations, for the following programs:

- Title I, Part A – Improving Basic Programs and Programs in Facilities for Neglected Children and Youth
- Title I, Part C – Education of Migratory Children (Regular School Year)
- Title I, Part D – Delinquent Institutions
- Title II, Part A – Supporting Effective Instruction
- Title III, Part A – Language Instruction for English Learners
- Title IV, Part A – Student Support and Academic Enrichment.

Allocations for the 2024-25 programs below will be loaded this fall. Information is available on the [OES Website](#) for the following programs for which estimated allocations have *not* been provided:

- Title I, Part D – State Agencies
- Title III, Part A – Language Instruction for Immigrant Students.
- Title V, Part B – Rural and Low-Income School Program.

OES will notify eligible LEAs in October when the FINAL program allocations are available in the 2024-25 Consolidated Application.

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2024-25 Consolidated Application

The Consolidated Application is now available in NexSys. Guidance materials to support the completion of the application are available on the [2024 Regional Spring Planning Workshops website](#).

Obligation Date Options

To receive a **July 1, 2024**, obligation date, LEAs must submit the application in substantially approvable form no later than Thursday, August 29, 2024. LEAs will be required to budget 100% of available funds for each applicable grant program.

For LEAs that submit their applications after Thursday, August 29, 2024, the obligation date for fiscal year 2024-25 available funding sources will be the date of submission. LEAs are required to submit an initial application no later than Thursday, November 21, 2024.

Important Submission Deadlines

| Application/ Form | Submission Location | Submission Deadline |
|--|--|--|
| FY'24 Consolidated Application | NexSys | <ul style="list-style-type: none">Initial application is due on 08/29/2024 for a July 1, 2024, obligation date |
| Request to Relinquish Funds Form | Submit to the Email provided on the form | <ul style="list-style-type: none">11/30/2024 |

Title I Targeted and Schoolwide Program Requirements Template

A [template document is available](#) to support LEAs in meeting all federal requirements for Targeted Assistance and Schoolwide programs.

For the 2024-25 Consolidated Application in NexSys, a completed copy of the template must be uploaded to the Title I, Part A attachments page for each Title I school building by the final amendment window in January 2025. LEAs may retain all support documents locally for review during an on-site monitoring visit.

Program Descriptions

State and federal program descriptions are available on the [OES Website](#) under Programs.

OES Calendar

The 2024-25 OES Applications Schedule is posted on the [OES Website](#) under Current Topics.

Title I Targeted Assistance Programs: End-of-year MSDS Reporting Requirements

For districts running a Title I, Part A Targeted Assistance program, you must submit additional end-of-school-year student data. On an annual basis, districts are required to report the

Program Participation characteristic Title I Targeted Assistance Program code 6010 as defined in the MSDS Collection Manual for each student who participated in targeted assistance school programs during the 2023-24 school year if the school received Title I Targeted Assistance program funding. For local support, please contact your district-level Pupil Accounting Representative to ensure the district is meeting its annual reporting requirements for Targeted Assistance programs.

| Code | Text | Description |
|-------------|-------------------------------------|---|
| 6010 | Title I Targeted Assistance Program | Student currently participates in a targeted assistance school program or has participated in a TAS program during the current school year. This is not for students in Title I school-wide programs. |

Michigan Department of Education (MDE) must report district counts to the U.S. Department of Education under the federal Every Student Succeeds Act statute. District program administrators are expected to contact their assigned Regional Education Consultant if they need verification of whether the district's school-level programs are identified as Targeted Assistance or Schoolwide.

Amendments

The window for LEAs to apply for amendments to the Consolidated Application begins when the 2024-25 final allocations have been loaded and the LEA's 2023-24 Final Expenditure Reports (FERs) have been certified in NexSys Accounting. The window for amendments will end in January 2025 (additional information regarding the amendment process and final submission deadline will be shared in the fall of 2024). During this amendment period, all LEAs are expected to make fiscal adjustments for final allocations, make program adjustments, and apply for all available carryovers within all applicable funding sources.

Pre-approval to add or delete staff or add a new function code to a previously approved budget is required from a Regional Education Consultant.

For additional information related to completing the 2024-25 Consolidated Application, please refer to the addendums of this memo. If you have other program questions, please contact your OES Regional Education Consultant at 517-241-6970.

ADDENDUM 1

Equitable Services for Private Schools

The Elementary and Secondary Education Act of 1965 (ESEA) requires local educational agencies (LEAs) and other eligible entities to provide for the equitable participation of private school students, teachers, other educational personnel, and families, if applicable. For additional information on federal requirements, The U.S. Department of Education published [ESEA Title I, Part A Equitable Services Updated Non-Regulatory Guidance](#) in May 2023 and [ESEA Title VIII Equitable Services Non-Regulatory Guidance](#) in July 2023.

On an annual basis, Michigan LEAs must facilitate timely and meaningful consultation with appropriate private school officials during the design and development of the LEA's Consolidated Application. Also, consultation must be ongoing throughout the school year to help ensure effective implementation, service delivery, and assessment of equitable services. Additional OES resources are available on the [Technical Assistance for Working with Private Schools page](#).

During the final amendment window in January 2025, LEAs will be required to submit the following documentation in GEMS/MARS to demonstrate compliance with federal equitable services requirements:

- Private school intent to participate letters and response forms.
- Equitable services consultation forms with handwritten signatures from the LEA **and** each participating private school.
- Please note: LEAs will receive additional guidance on the submission process in GEMS/MARS this fall.

For additional support related to Equitable Services for Private Schools, please contact Dr. Chanel F. DeGuzman at DeGuzmanC@michigan.gov.

Participating Private Schools' Equitable Services Calculation Worksheet (if applicable)

For all Basic Programs, Equitable Services will be calculated as part of the 2024-25 Consolidated Application in NexSys. The Equitable Services Estimation Worksheet for LEAs participating in a Title III Consortium is found on the [2024 Regional Spring Planning Workshop website](#).

Title I, Part A – Neglected and Title I, Part D, Subpart 2 – Delinquent Application and Formal Agreement

Title I, Part A – Neglected and Title I, Part D, Subpart 2 – Delinquent Application and Formal Agreement will be posted on the [OES Website](#) under Workshops & Training, 2024 Regional Spring Planning Workshops; and under Programs, Title I, Part D – Neglected & Delinquent. Questions regarding the 2024-25 application should be directed to Dawn Carmody CarmodyD1@michigan.gov or 517-243-0018.

Title I, Part A Homeless Set Aside Guidance

[Section 1113\(c\)\(3\) of the ESEA](#) requires all LEAs to reserve funds to ensure comparable services for children and youth experiencing homelessness and, as determined by a needs assessment, reserve funds to provide children and youth experiencing homelessness with services not ordinarily provided to other students, including (but not limited to), funding for a Homeless Education Liaison who has the capacity to carry out the required duties, and funding for transportation related to the school of origin. Last year, in 2023, OES released updated guidance for the Title I, Part A Homeless Set Aside that included a [worksheet](#) that supports LEAs to establish local processes for determining needs and considering possible funding sources. Beginning with the 2024-25 Consolidated Application, LEAs must select one of the following methods of demonstrating sufficiency:

Option A: LEAs whose annual Title I, Part A Homeless Set Aside is greater than \$100 per student experiencing homelessness will continue their current processes and Set Aside amounts. LEAs must continue to reserve at least \$100 per student experiencing homelessness.

Option B: LEAs whose annual Title I, Part A Homeless Set Aside is less than \$100 per student experiencing homelessness will increase to a Set Aside amount of at least \$100 per student experiencing homelessness.

Option C: LEAs who braid funding to meet the needs of students experiencing homelessness will demonstrate sufficiency, in the amount of at least \$100 per student experiencing homelessness, by completing the [Title I, Part A Homeless Set Aside Worksheet](#) provided by OES and attaching it to the Consolidated Application. The worksheet must include an explanation of the needs and the resources utilized to meet those needs.

Option D: LEAs who receive a Title I, Part A allocation of less than \$10,000 will demonstrate sufficiency by completing the [Title I, Part A Homeless Set Aside Worksheet](#) provided by OES and attaching it to the Consolidated Application. The worksheet must include an explanation of the needs and the resources utilized to meet those needs.

For more information, contact MDE's Homeless Education Team:

- o Email: McKinney-Vento@michigan.gov
- o Phone: 517-241-6977
- o Website: www.michigan.gov/homeless

Request to Relinquish Funds

If your LEA chooses **not** to apply for one or more of these 2024-25 federal programs, please complete the [Request to Relinquish Funds Form](#) posted on the OES website under "Current Topics" and submit per the instructions at the top of the form by November 21, 2024, to allow these funds to be reallocated to other eligible LEAs.

Title I, Part A Carryover Waiver Requests

If your LEA's 2023-24 Title I, Part A allocation was greater than \$50,000, and the amount of unspent funds will exceed the 15% carryover limitation, your LEA may be eligible to request a waiver to explain why the district was unable to spend at least 85% of its allocation. As defined in federal law, LEAs shall only request a waiver once every 3 years ([P.L. 107-110, Section 1127\(b\)](#)). An online form to request a Title I, Part A 15% Carryover Waiver is under development. LEAs will receive additional guidance on the new submission process this fall.

Other Important Contacts

Questions regarding allocations for Title I, Part A; Title I, Part D; Title II, Part A; Title IV, Part A; and Title V, Part B should be directed to Johnson Samuel at SamuelJ2@michigan.gov or 517-241-5388.

Questions regarding allocations for Title I, Part C; Title III, Part A Language Instruction for English Learners, and Title III, Part A Language Instruction for Immigrant Students should be directed to Tammy Franks FranksT1@michigan.gov or 517-599-1837.

ADDENDUM 2

NexSys

The Consolidated Application is available in NexSys. To access the application, users must link their MEIS account to MILogin. In addition to the information below, please visit the [MDE NexSys Website](#) for upcoming basic NexSys training information.

MILogin for Third Party Account

All users are required to create a MILogin for a third-party account to access NexSys. After a MILogin for Third Party account is created, users will need to link their MILogin for Third Party and MEIS accounts. Linking allows users' MEIS ID and NexSys accounts to be in sync so that users can ensure their appropriate access to NexSys.

What is MILogin?

MILogin Third Party is the state of Michigan Identity Management solution that allows users to access numerous state services and systems online, across multiple departments, using a single user ID and password. This means that not only can users access MDE systems, but they may also have access to other State of Michigan systems using one login and password. All systems to which users have access through MILogin Third Party will show up as links in one place.

MILogin Access

To access MILogin, follow the step-by-step instructions attached to this memo. Once users have successfully linked their MEIS and MILogin for third-party accounts, the process is complete.

For additional assistance with MILogin Third Party, please call 877-932-6424.

Questions and concerns about applications in NexSys can also be directed to: MDE-NexSys-Applications@michigan.gov.

Questions about the accounting system in NexSys should be referred to: MDE-NexSys-Accounting@michigan.gov.

To review additional information on the NexSys website, users may visit: Michigan.gov/MDE-NexSys.