

# Release from Equitable Services Obligation

*The Elementary and Secondary Education Act of 2015 (ESEA) requires an LEA to obligate the funds allocated for equitable services under all applicable programs in the year for which they are appropriated. Under 34 CFR §76.707, certain funding purposes govern when an obligation of federal funds by an LEA must occur. The purpose of this form is to document the efforts a school division took under meaningful consultation and efforts to fulfill equitable services obligations. **In the event obligations are unable to be fully expended, a school division must submit to the Department a request for release from equitable services obligations before being allowed to transfer the remaining value of services back into the program.***

**Indicate the program impacted by the release:**

- Title I, Part A                       Title II, Part A                       Title III, Part A  
 Title IV, Part A                       Title V, Part B

#1 School Division Information			
<b>School Division</b>		<b>Contact Person</b>	
<b>Contact Email</b>		<b>Contact Telephone</b>	
#2 Private School Information			
<b>Private School Name</b>		<b>Contact Person</b>	
<b>Street Address</b>		<b>Contact Telephone</b>	
<b>City/Town, Zip Code</b>		<b>Contact Email</b>	
#3 Provide information about the obligations of Funds:			
<b>Federal award year</b>			
<b>Date the Division notified Private School of Obligation</b>			
<b>Original amount for private school</b>			
<b>Remaining amount for equitable service</b>			
#4 Indicate the reason(s) equitable services could not be fulfilled.			
<input type="checkbox"/> <i>Private school submitted written statement that remaining value of services will not be requested. Attach copy of statement from private school. (It is not necessary to complete sections 5 and 6 of this form.)</i>			
<input type="checkbox"/> <i>Private school closed. Indicate date of closure: _____ (It is not necessary to complete Sections 5 and 6 of this form.)</i>			
<input type="checkbox"/> <i>Unable to get agreement of services signed</i>			
<input type="checkbox"/> <i>Private school can no longer participate</i>			
<input type="checkbox"/> <i>No response from private school</i>			
<input type="checkbox"/> <i>Other. Please describe:</i>			

**#5 Indicate how private schools in the division were notified of the availability of equitable services and obligations funded by program.**

Type of Communication	Dates of communication
<input type="checkbox"/> <i>Regular Mail</i>	
<input type="checkbox"/> <i>Certified Mail</i>	
<input type="checkbox"/> <i>Email</i>	
<input type="checkbox"/> <i>Meetings</i>	
<input type="checkbox"/> <i>Visits to the Private School</i>	
<input type="checkbox"/> <i>Telephone Calls (Phone Logs)</i>	
<input type="checkbox"/> <i>Other (Please specify)</i>	

**#6 Please describe the issue(s), including a timeline and any steps you have taken to engage in consultation, including a list of the people you have contacted to resolve the issue and the responses received. Please attach any supporting documentation.**

**Certification by School Division Official of Meaningful Consultation**

- YES** The division confirms timely and meaningful consultation did occur for the program design and was equitable with respect to eligible private schools.

\_\_\_\_\_  
Signature of Authorized Division Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email

\_\_\_\_\_  
Phone #

*Note: This form must be submitted and approved by the Department before amending application.*