

**MEMORANDUM OF UNDERSTANDING
For Consortiums**

ESEA TITLE III Congressional Act
as
Re-Authorized in ESSA 2015: Re-enforcing the Joint Civil Rights Law
from the Departments of Justice and Education

This Memorandum of Understanding represents the responsibility of each LEA in a consortium to provide an evidence-based program for Language Education Services for students learning English. Consortium membership is open to any LEA with a Title III Allocation of less than \$10,000.

Eligibility for membership to a consortium is determined by the following:

1. Attendance at the USBE Annual Consortium Virtual Training before August 15 of each year;
2. A fiscal agent from one LEA in each consortium approved by USBE;
3. The MOU signed by the Fiscal Agent with a list of all members and their signatures by **June 1st of each year.**

The Fiscal Agent will serve in that role until the funds are expended during the grant period. There is no carryover from one grant period to the next.

For the Fiscal Agent: Please initial the following assurances before sending the completed MOU to the USBE Title III Specialist.

The Fiscal Agent will:

____ Attend the mandatory training.

____ Remind each member to send invoices for quarterly reimbursements from USBE.

____ Ensure that the invoices are for ONLY allowable expenditures and do not supplant state funds as required by federal Civil Rights law.

____ Email the consortium MOU to USBE, Title III Specialist, with a list of each LEA and the name of the LEA's Business Administrator and/or Title III Program Manager (See below for list template).

____ Ensure that all documents are sent by the June 1st deadline at 5:00 p.m. to the

USBE Title III Specialist and the Title III Fiscal Manager.

If the deadline is not met then all funds will be reallocated to all eligible LEAs in the state.

CLARIFICATIONS:

1. Whether an LEA signs the MOU or not each LEA is accountable for ensuring the Civil Rights of each student learning English and their parents for equitable access to every educational opportunity available to native English speakers.
2. Title III funds must be used based on each school's plans to support the academic achievement of their students learning English and not be sent back to the United States Treasury. Consistent late reimbursement requests now jeopardize the LEAs risk assessment in the Utah Grants System.

LIST OF CONSORTIUM MEMBERS

LEA	AMOUNT	BA or TITLE III CONTACT EMAIL	Y (accepted MOU) N (Waived or no response)

***FISCAL AGENT:**

Print Name: _____ **Position:** _____

Signature: _____ **Date:** _____

Name of LEA: _____

RECEIVED BY USBE: _____ **Date:** _____