

LEA Title Funds Transfer Request Form

Section 5103(b)(2) of ESSA – FY 2023 (7/1/22 – 9/30/24)



**Utah State
Board of
Education**

INSTRUCTIONS

Before completing this form, make sure you that you have waived funds from the program you are transferring funds **from** in the Utah Grants Management System. Then, **email** a completed and signed version of this document to the USBE grant manager for the program **from** which funds are being transferred. **DO NOT UPLOAD THIS FORM TO UTAH GRANTS.**

USBE Grant Program Managers:

Title II, Part A: Kami Dupree (kami.dupree@schools.utah.gov)

Title IV, Part A: Jodi Parker (jodi.parker@schools.utah.gov)

LEA CONTACT INFORMATION

LEA Name: _____

LEA Contact Name: _____ Title: _____

Email Address: _____ Phone: _____

LEA IDENTIFICATION OF PROGRAM(S) TRANSFERRING FUNDS

An LEA may transfer up to 100% of its Title II, Part A or Title IV, Part A, allocation for a given fiscal year into: Title I, Part A; Title I, Part C; Title I, Part D; Title II, Part A; Title III, Part A; Title IV, Part A; or Title V, Part B. A separate request is required for each program to and/or from which the division requests a transfer of funds.

Transfer Funds from program:

- Title II, Part A
- Title IV, Part A

Amount of Funds to be Transferred (this Request): _____

Amount of Cumulative Funds Transferred to Date: _____

LEA IDENTIFICATION OF PROGRAM(S) RECEIVING TRANSFERRED FUNDS

Note: Once funds have been transferred into a program, they may not be transferred out at a later time.

Funds should be transferred to:

- | | |
|---|---|
| <input type="checkbox"/> Title I, Part A | <input type="checkbox"/> Title II, Part A |
| <input type="checkbox"/> Title I, Part C | <input type="checkbox"/> Title IV, Part A |
| <input type="checkbox"/> Title I, Part D | <input type="checkbox"/> Title V, Part B |
| <input type="checkbox"/> Title II, Part A | |

PURPOSE OF TRANSFER

In 100 words or less, please describe why you are transferring title funds.

SIGNATURES

LEA Grant Program Manager (for *from* program)

Date

LEA Grant Program Manager (for *to* program)

Date

LEA Business Administrator

Date

USBE Grant Manager (for *from* program)

Date

USBE Grant Manager (for *to* program)

Date