



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF STATE SUPPORT

Date

First Last
Street Address 1
Street Address 2
City, ST 00000

Dear First Last:

The U.S. Department of Education (ED) is conducting its annual survey on district use of funds under the *ESEA* Title II, Part A “*Supporting Effective Instruction – Subgrants to LEAs*” program for 2018-19. The data collected in this survey will provide ED with information needed for the annual budget deliberations in Congress and will also be used to report on ED’s Title II, Part A program performance indicators, as required by the Government Performance and Results Act. Findings from previous cycles of this survey are posted on ED’s website:
<http://www.ed.gov/programs/teacherqual/resources.html>.

The districts surveyed in your state will be asked about their use of funds under Title II, Part A. In order to verify the amount of these funds reported by each district, please complete the allocations request for these districts, which asks you to provide the dollar amount of Title II, Part A funds allocated to each of these districts in federal fiscal year 2018-19, and, if available, contact information for the district’s Title II, Part A coordinator.

Your participation is essential in ensuring that we are able to produce valid and reliable findings. **Please provide your districts’ allocation information by DUE DATE.** The allocations request can be completed online at <https://www.title2afunds.org> with the following login information:

Username: SAMPLE **Password:** SAMPLE

If you have any questions, please call Darcy Pietryka at Westat's toll free number -- (800) 937-8281, extension 4895. You can also e-mail him at darcypietryka@westat.com. She will provide you with any assistance you may need.

We appreciate your taking the time to provide this allocation information, and we thank you in advance for your cooperation.

Sincerely,

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www.ed.gov

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The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.