



July 2024

Dear State Education Chief,

I am writing to request your assistance with school district boundary updates that will affect your state's federal allocation under Title I, Part A (Title I) of the Elementary and Secondary Education Act of 1965 (ESEA), as amended. Title I requires the U.S. Department of Education to allocate funds to states based on annually updated school district population and poverty estimates of school-age children developed by the U.S. Census Bureau. The Census Bureau relies on updated school district boundaries reported by states to create these estimates. Participation in the boundary review is voluntary, but more than \$17 billion of Title I funds are allocated to states based on estimates developed from these boundaries, so your attention is strongly encouraged.

The National Center for Education Statistics (NCES) and the Census Bureau request that you designate a mapping coordinator within one week of receiving this letter. The designated coordinator will review current school district boundary information for your state through the Census Bureau's School District Review Program (SDRP). The mapping coordinator will provide the SDRP with updates and corrections to Local Education Agency (LEA) names, federal identification numbers, boundaries, grade ranges, and geographic relationships in your state. The state Title I Coordinator is responsible for overseeing the SDRP, reviewing all materials, and returning updates to the Census Bureau. Please consider the responsibilities detailed in the addendum of this letter when selecting the mapping coordinator.

The Census Bureau requires the mapping coordinator's name, business address, phone number, e-mail address, and permission to post this contact information on the SDRP website. In addition, please provide the name and e-mail address of your state's Title I Coordinator. The Census Bureau requests this information be sent by e-mail to geo.school@census.gov within one week of receiving this letter. SDRP materials will be provided to the mapping coordinator in September 2024. The SDRP requests updates to the school district information as it will exist on January 1, 2025 (for School Year 2024 - 2025). For more information on the SDRP please see: <https://www.census.gov/programs-surveys/sdrp.html>.

If you have any questions about the SDRP, please contact the SDRP team at the Census Bureau by telephone at 301-763-1099 or by email at geo.school@census.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Peggy Carr".

Peggy G. Carr, Ph.D.
Commissioner, National Center for Education Statistics

Addendum: Responsibilities of Mapping Coordinator

Cc: 2024 SDRP Mapping Coordinator, 2024 State Title I Coordinator,
Common Core of Data – Non-fiscal and Fiscal Coordinators

Addendum:**Responsibilities of Mapping Coordinator**

- Determine the best source for school district boundary and data updates.
- Initiate and maintain contact with all local school district officials to ensure the timely review and submission of any school district updates/corrections to boundaries, names, codes, grade ranges, levels or relationship to other geographic entities.
- Act as liaison between local superintendents, the state Department of Education, and the Geography Division (GEO) of the Census Bureau.
- Review submissions from state or local education officials for accuracy, validity, and completeness before delivery to the Census Bureau.
- Adjudicate boundary discrepancies between school districts.
- Provide detailed boundary update submissions via digital map files.
- Provide updates to school district inventory, county coverage, and relationship files as necessary.

We estimate that participating in the School District Review Program will take 40 hours on average. Email comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, using Paperwork Reduction Project 0607-0987 as the subject, to geo.school@census.gov. This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number that appears at the upper right of this document confirms this approval. If this number were not displayed, we could not conduct this program. The Census Bureau's legal authority for conducting activities in this document comes from Title 13 United States Code, Sections 16, 141, and 193. The NCES' legal authority for conducting activities in this document comes from Title I, Part A of the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act of 2015, Public Law (P.L.) 114-95.