



Survey on the Use of Funds Under Title II, Part A

Allocations Request

[FAQs](#) [Contact Us](#) [Instructions](#) [Log Out](#)

Please log in using your username and password.

Login

User Login:

Password:

The Study of Title II-A Use of Funds examines how states and districts are using their Title II, Part A funds provided through the Elementary and Secondary Education Act (ESEA). The study includes surveys of officials from all State Educational Agencies and from a representative sample of school districts from each state. The purpose of this survey is for the U.S. Department of Education to gain a better understanding of how school Local Educational Agencies are using their Title II, Part A funds. The U.S. Department of Education, Office of Elementary and Secondary Education (OESE) is sponsoring this study. While participation in the local educational agency (LEA) survey is not mandatory, it is strongly encouraged in order to provide the Title II, Part A program office with important information that OESE can use to benefit to the program. The study is being conducted by American Institutes for Research.

PRA Disclosure Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1810-0618. This information collection is for the SEA allocation request, which will provide the Department of Education with a description of how districts use Title II, Part A funds. The time required to complete this information collection is estimated to average 1 hour per response, including the time to review instructions, search existing data resources, gather the data needed, to review and complete the information collection. This information collection is required so that the Title II, Part A funds will meet the reporting requirements under Section 2104(b). If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to U.S. Department of Education, 400 Maryland Ave. SW, Washington, DC 20210-4537 or email ICDocketMgr@ed.gov, referencing OMB control number 1810-0618.

Notice of Confidentiality

The information collected for this study comes under the confidentiality and data protection requirements of the Institute of Education Sciences (Education Sciences Reform Act of 2002, Title I, Part E, Section 183). Responses to this data collection will be used only for statistical purposes, except as required by law.

While individual information will typically not be disclosed outside of the U.S. Department of Education, there may be circumstances where information may be shared with a third party, such as a Freedom of Information Act request, court orders or subpoena, or if a breach or security incident occurs that affects information collected through this survey, etc. Failure to provide your contact information may limit the ability of the Department to contact you with questions.



Survey on the Use of Funds Under Title II, Part A

Allocations Request

[FAQs](#)[Contact Us](#)[Instructions](#)[Log Out](#)

List of Sections

This page contains links to all survey questions. Click on a link below to work on a specific question. When a question has been completed a blue checkmark will appear next to the title. Orange arrows will appear next to questions that have not yet been completed.

✓ = Completed → = Incomplete

Please review the [instructions](#) before completing the survey.

- Section 1: [Contact Information](#)
- ✓ Section 2: [Allocations to LEAs](#)
- Section 3: [Total allocated to your state in 2024-25](#)

After you have completed all questions, please print or save a copy of the allocations request for your records by clicking on the link below. To submit your completed survey, please remember to click **Submit Completed survey below.**

You cannot modify your responses to the allocations request after submission. If you need to modify your responses, please contact the toll-free survey hotline at (888) 862-1694, or send an e-mail to titletwo@air.org.

[Print Completed Survey for Your Records](#)[Submit Completed Survey](#)



Survey on the Use of Funds Under Allocations Request

[FAQs](#)[Contact Us](#)[Instructions](#)

Section 1: Contact Information

Please provide the following contact information for the individual completing the survey.

*=required

***First Name:**

***Last Name:**

Position:

***Phone:** **Extension:**

***Email address:**

If you need more time, you can click **Save and Continue Later** to return to the List of Questions. Otherwise, if you feel your entries are complete and accurate, you can click **Submit as Final**.



Survey on the Use of Funds Under Title II, Part A

Allocations Request

[FAQs](#)[Contact Us](#)[Instructions](#)[Log Out](#)

Instructions

Navigate through the survey by answering each section and clicking the **Save and Continue Later** button or the **Submit as Final** button.

- You may enter or change answers to sections any time prior to submission, even if a question is marked as complete.
- You do not have to complete the survey all at once. You may return later to complete it.
- All respondents must complete Questions 1 and 2, but you do not need to respond to the questions in order.
- Clicking the **Save and Continue Later** button saves your responses and navigates you back to the **List of Sections** page. Note: selecting **Save and Continue Later** does not finalize your answers.
- The **Submit as Final** button designates the section as complete and navigates you back to the **List of Sections page**.

Once you have completed all sections, **please be sure to click on the “Submit Completed Survey” button.**



Survey on the Use of Funds Under Title II, Part A

Allocations Request

[FAQs](#)[Contact Us](#)[Instructions](#)[Log Out](#)

Section 2: Allocation of Title II, Part A Funds

Below is a link to download an Excel template. The template contains a list of the local educational agencies (LEAs) participating in a survey regarding their use of funds under Title II, Part A for the federal fiscal year 2024-25. Your cooperation in accurately reporting the amount of these funds utilized by each LEA is essential. Please follow the steps outlined below.

Step 1. Download Excel template for editing

The Excel template is provided for entering each LEA's contact information and allocated dollar amount of Title II, Part A funds for each LEA in federal fiscal year 2024-25.

1. Click the "Download Excel Template" link below to download the template for your survey.
2. Open the Excel template (the downloaded file will go to your download folder on your desktop).
3. After downloading, you can proceed with Step 2.

[Download Excel Template](#)

Step 2. Report Requested Data in Excel Template

For each LEA listed in the template, Enter the following information for each LEA listed in the template:

- **Funds Allocated:** Enter the dollar amount allocated to each LEA. Please exclude dollar signs (\$) and commas and provide the amount to the nearest cent (e.g., 99123.45). Do not include carryover funds.
- **Coordinator Name:** Enter the first and last name of the Title II, Part A coordinator for each LEA (e.g., John Smith).
- **Coordinator Email:** Provide the valid email address of the Title II, Part A coordinator (e.g., jsmith@LEA.gov).
- **Superintendent Name:** Enter the first and last name of the superintendent for each LEA (e.g., Jane Smith).
- **Superintendent Email:** Provide the valid email address of the superintendent (e.g., jsmith@LEA.gov).

Ensure that you **do not modify the column names or structure of the template, as doing so will prevent data upload.**

Please provide, as accurately as possible, the contact information for each LEA's Title II, Part A coordinator and superintendent. If you do not have this information, you may leave those cells blank.

If an LEA is no longer operational, please enter 0 (zero) for the funds allocated to that LEA, enter "CLOSED" for the coordinator name, and leave the e-mail cell blank.

Step 3. Upload and Review Your Input

After completing the Excel file, follow these steps:

1. **Review all entered information** for each LEA in the Excel template.

2. **Click on “Choose File”** to select the completed template. Please **do not rename the Excel file**, as doing so will prevent the file from being uploaded.
3. **Click “Upload file”** to upload the data.
4. **Review the table** that will populate below **after your upload**.
5. **Important:** Be aware that uploading a new file will **overwrite all existing data that was uploaded previously**.

If there are errors in the format of any of the cells, an error message will appear under the Upload File button describing the error. Please make changes in the Excel file and upload it again.

Browse...

Upload File

Contents of most recent successful upload:

NCES ID	LEA ID	State	District Name	Funds Allocated	Coordinator Name	Coordinator Email	Superintendent Name	Superintendent Email
Empty table body content								



Survey on the Use of Funds Under Title II, Part A

Allocations Request

[FAQs](#)[Contact Us](#)[Instructions](#)[Log Out](#)

Section 3: Total allocated to your state in 2024-25

Please provide the total Title II, Part A funds allocated to your state in federal fiscal year 2024-25. Exclude dollar signs (\$) and provide the amount to the nearest cent (e.g., 99123.45).

\$

[Save and Continue Later](#)[Submit as Final](#)

Contact Us page



 **Survey on the Use of Funds Under Title II, Part A**

Allocations Request

FAQs Contact Us Instructions Log Out

Contact Us:

Survey Hotline: (888) 862-1694

Email: titledtwo@air.org