

Reporting Instr

LEA

Reporting Instructions

State Agency

Reporting Instructions

**ND Survey
Document/
Certification**

**Optional
Feedback on
workbook**

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October 2026: Use the LEA worksheet to report the number of neglected or delinquent children in local institutions and adult correctional institutions by local educational agency (LEA).

1. ED provided the State and LEA codes in columns A:C of the LEA worksheet. If an LEA does not appear on the list of LEAs provided and you are uncertain how to report those counts, please reach out to NDAnnualCount@ed.gov for guidance on how to include those counts within the existing list of LEAs.
2. Report the number of children, ages 5-17 who, for at least one day during a 30 consecutive day period, at least one day of which falls within the month of October 2026, lived in:
 - a. local institutions for neglected children in column E.
 - b. local institutions for delinquent children, including children in local adult correctional institutions, in column G.
3. Double check the total for each LEA in column I and the grand total for the State in cell I5.
4. Data Quality Review - Review any reported counts flagged for a data check in column K and either confirm that the reported information is correct by providing a brief explanation, or, if necessary, revise the appropriate count in the LEA worksheet.

One Date in Calendar Year 2026: Use the State N or D worksheet to report the number of children enrolled in a regular program of instruction in State-operated institutions for neglected or delinquent children, community day programs for neglected or delinquent children, or adult correctional institutions.

1. State Agency - Report the name of the State agency eligible to receive a Title I, Part D, Subpart 1 (Title I, Part D) subgrant in column A. "State agency" means an agency of State government responsible for the free public education of children in institutions for neglected or delinquent children, attending community day programs for neglected or delinquent children, or in adult correctional institutions.
2. Gather the number of children enrolled in the educational programs of State-operated or supported institutions for neglected or delinquent children, community day programs for neglected or delinquent children, or adult correctional institutions **on a date** during calendar year 2026 selected by the State agency.

To be eligible to be counted as enrolled, a child must be:

- (1) Under 21 years of age;
- (2) One for whom a State agency is providing a free public education; and
- (3) Enrolled in a regular program of instruction supported by non-Federal funds for at least:
 - 20 hours per week if in an institution for neglected or delinquent children or a community day program for neglected or delinquent children; or
 - 15 hours per week if in an adult correctional institution.

A "regular program of instruction" means an educational program (not beyond grade 12) in an institution or a community day program for neglected or delinquent children that consists of classroom instruction in basic school subjects such as reading, mathematics, and vocationally oriented subjects, and that is supported by non-Federal funds. Neither the manufacture of goods within the institution nor activities related to institutional maintenance are considered classroom instruction.

Title I, Part D funds generated by eligible children in an institution or community day program for neglected or delinquent children or in an adult correctional institution must supplement the number of hours of instruction they receive from State resources. If these children participate in other programs funded from Federal sources, Title I, Part D funds must be accounted for separately but should be coordinated with other Federal funds to avoid duplication. If an institution operates an institution wide project, however, Title I, Part D funds may be used to upgrade the entire educational program of the institution.

3. Adjust enrollment to reflect the relative length of the State agency's annual program - For each institution, multiply the enrollment of children eligible to be counted by the number of days in the year the institution operates an educational program and divide that number by 180.

4. State total - Double check the State total for all State agencies.

5. Data Quality Review - Review any reported counts flagged for a data check in column E and either confirm that the reported information is correct by providing a brief explanation, or, if necessary, revise the appropriate count in the State N or D worksheet.

Please complete the **certification** portion of the 1b ND Survey document. The document must be signed by the appropriate official in the State educational agency (SEA) to certify that the information reported is complete and accurate and returned with this workbook. The SEA is only required to submit a single certification that covers both the local and State counts. The information provided is subject to audit, and the SEA should maintain documentation.

If you have any feedback that you would like to share on this workbook or instructions, please include that information below.

<Optional feedback from the SEA for the U.S. Department of Education on new worksheet or instructions>

Number of neglected or delinquent children, ages 5-17, inclusive, in local institutions by LEA
Name of State: XXXXXX

				State Provides	
State	State Code	LEA Code	Name of Local Educational Agency (LEA)	Neglected Caseload Count for October 2026	Neglected Caseload Count for October 2025
TOTAL FOR STATE				0	100
State name	#	#####	School District 1		0
State name	#	#####	School District 2		5
State name	#	#####	School District 3		0
State name	#	#####	School District 4		0
State name	#	#####	School District 5		0
State name	#	#####	School District 6		0
State name	#	#####	School District 7		50
State name	#	#####	School District 8		0
State name	#	#####	School District 9		0
State name	#	#####	School District 10		0
State name	#	#####	School District 11		0
State name	#	#####	School District 12		20
State name	#	#####	School District 13		0
State name	#	#####	School District 14		0
State name	#	#####	School District 15		0
State name	#	#####	School District 16		10
State name	#	#####	School District 17		15
State name	#	#####	School District 18		0

Data Check: Review year

State Provides		
Delinquent Caseload Count for October 2026	Delinquent Caseload Count for October 2025	Total October 2026
0	100	0
	0	0
	0	0
	0	0
	5	0
	0	0
	0	0
	0	0
	0	0
	0	0
	5	0
	0	0
	0	0
	0	0
	65	0
	0	0
	0	0
	0	0
	15	0
	10	0
	0	0

[illegible]

to year changes and provide a brief explanation for large changes flagged in column K after the State has e

State Provides			
State Explanation for Change (Please respond for each row where column K has a flag for a data quality check.)	Neglected Caseload Count Change October 2025 to 2026	Neglected Caseload Percent Change October 2025 to 2026	Delinquent Caseload Count Change October 2025 to 2026
	100	100%	100
counts.	0	0%	0
counts.	5	100%	0
counts.	0	0%	0
counts.	0	0%	5
counts.	0	0%	0
counts.	0	0%	0
counts.	50	100%	0
counts.	0	0%	0
counts.	0	0%	5
counts.	0	0%	0
counts.	0	0%	0
counts.	20	100%	65
counts.	0	0%	0
counts.	0	0%	0
counts.	0	0%	0
counts.	10	100%	15
counts.	15	100%	10
counts.	0	0%	0

ntered all current data.

Delinquent Caseload Percent Change October 2025 to 2026
100%
0%
0%
0%
100%
0%
0%
0%
0%
100%
0%
0%
100%
0%
0%
0%
100%
100%
0%

Name of State: XXXXXX

PART II--Number of children under 21 years enrolled in a regular program of instruction in State-Operated or supported institutions for neglected or delinquent children, community day programs for neglected or delinquent children, or adult correctional institutions. Enrollments must be adjusted to reflect the relative length of the State Agency's annual program.

Name of State Agency	
TOTAL FOR STATE	
State agency 1	
State agency 2	
State agency 3	
State agency 4	

State Provides	
2026: Enrollment in a Regular Program of Instruction (Adjusted to Reflect the Relative Length of the State Agency's Annual Educational Program)	2025: Enrollment in a Regular Program of Instruction (Adjusted to Reflect the Relative Length of the State Agency's Annual Educational Program)
0	275
	40
	160
	45
	30

Data Check Flagged (Year to Year Change of 25 students and 25%)
Please enter current year
Please enter current year
Please enter current year
Please enter current year
Please enter current year

to year changes and provide a brief explanation for large changes flagged in column E after the State has ent

State Provides		
State Explanation for Change (Please respond for each row where column E has a flag for a data quality check.)	Enrollment in a Regular Program of Instruction Count Change	Enrollment in a Regular Program of Instruction Percent Change
	275	100%
counts.	40	100%
counts.	160	100%
counts.	45	100%
counts.	30	100%
counts.	0	0%

ered all current data.