

**ANNUAL REPORT OF CHILDREN IN INSTITUTIONS FOR NEGLECTED  
OR DELINQUENT CHILDREN, ADULT CORRECTIONAL INSTITUTIONS, AND  
COMMUNITY DAY PROGRAMS FOR NEGLECTED OR  
DELINQUENT CHILDREN**

FORM APPROVED:  
OMB NO. 1810-0060  
EXPIRATION DATE:

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**PURPOSE:** The purpose of this annual report is to provide the U.S. Department of Education with data required by Title I, Parts A and D, of the Elementary and Secondary Education Act (ESEA), for use in the computation of grants to local educational agencies (LEAs) and State agencies responsible for providing free public education for children in institutions or community day programs for neglected or delinquent children.

**REQUIREMENTS:** This report is required annually for all State educational agencies. -No sampling or estimating is to be used in preparing this report. Since these data will generate Federal funds, they are subject to audit and must be supportable from documented records.

**INSTRUCTIONS**

**SECTION A - FORMULA DATA AND REPORTING FORMAT SHEET REPORTING FORMULA DATA**

Refer to the "Instructions" worksheet of the provided workbook for information on how to report (a) the number of neglected or delinquent children in local institutions and adult correctional institutions by local educational agency and (b) 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. For any questions or issues with the workbook, please email NDAnnualCount@ed.gov.  
State educational agency—Enter name.

**PART I INSTRUCTIONS (LOCAL INSTITUTIONS): REPORTING THE NUMBER OF NEGLECTED OR DELINQUENT CHILDREN IN LOCAL INSTITUTIONS AND ADULT CORRECTIONAL INSTITUTIONS BY LOCAL EDUCATIONAL AGENCY (LEA)**

1. State and LEA codes—Identify the State code and LEA code. This information is required for data processing purposes. A spreadsheet that lists the State code and LEA codes is attached.

2. October 2023 caseload data—Enter separately the number of children, ages 5-17, inclusive, who live in (1) local institutions for neglected children and (2) local institutions for delinquent children, including children in local adult correctional institutions, for at least one day during a 30 consecutive day period, at least one day of which falls within the month of October 2023.

Please furnish a total for each LEA only and provide a grand total for the State. It is not necessary to furnish data for each individual institution.

**PART II INSTRUCTIONS (STATE OPERATED OR STATE SUPPORTED INSTITUTIONS): REPORTING THE ENROLLMENT OF CHILDREN 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—Furnish the name of the State agency eligible to receive a Title I, Part D, Subpart 1 (Title I, Part D) subgrant. "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. Enrollment—Report 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 2023 selected by the State agency.

**Commented [PR1]:** Note for reviewers: This document is the currently approved information collection. The track changes show the updates we are proposing. All of the information deleted from here has been added to the Excel file, which is where the SEA provides the information. No substantive changes are proposed for this information collection.

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~~Provide only a total for each State agency. It is not necessary to furnish data for each institution or community day program or to separate the data by category of children.~~

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**PART II INSTRUCTIONS (STATE-OPERATED OR STATE-SUPPORTED INSTITUTIONS) CONTINUED**

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

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~~(1) Under 21 years of age;~~

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~~(2) One for whom a State agency is providing a free public education; and~~

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~~(3) Enrolled in a regular program of instruction supported by non-Federal funds for at least:~~

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~~➤ 20 hours per week if in an institution for neglected or delinquent children or a community day program for neglected or delinquent children; or~~

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~~➤ 15 hours per week if in an adult correctional institution.~~

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~~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.~~

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~~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.~~

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~~3. Adjustment in 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.~~

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~~4. State total — Provide a State total for all State agencies.~~

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**SECTION B - CERTIFICATION BY STATE EDUCATIONAL AGENCY**

~~Complete the certification portion of the report.~~ This report must be signed by the appropriate official in the State educational agency (SEA) to certify that the information reported is complete and accurate. The information provided is subject to audit, and the SEA should maintain documentation.

**~~SUBMITTAL PROCEDURE~~**

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Please submit the ~~information workbook and, including~~ a signed certification page, by e-mail to: [NDAnnualCount@ed.gov](mailto:NDAnnualCount@ed.gov). The information for this survey is due by January 15, 2024.

**Annual Report of Children in Institutions for Neglected or Delinquent Children, Adult Correctional Institutions, and Community Day Programs for Neglected or Delinquent Children**

**NOTICE:** This report is required by sections 1124, 1402, 1411, and 1412 of the ESEA. The completion of this report is required to obtain or retain benefits. Failure to submit the report will result in the inability of the U.S. Department of Education to carry out legislative requirements and the loss of funds to State and local educational agencies to provide compensatory education services for children in institutions and community day programs for neglected or delinquent children.

**SECTION A – FORMULA DATA AND REPORTING FORMAT SHEET**

Children in Locally Operated Institutions for Neglected or Delinquent Children and Adult Correctional Institutions;  
 Children in State-Operated Institutions for Neglected or Delinquent Children, and Community Day Programs for Neglected or Delinquent Children, and Adult Correctional Institutions

State educational agency \_\_\_\_\_  
 \_\_\_\_\_  
 (Name)

**PART I**— Number of neglected or delinquent children, ages 5–17, inclusive, in local institutions by LEA

State Code	LEA Code	Name of Local Educational Agency (LEA)	Neglected Caseload Count for October 2023*	Delinquent Caseload Count for October 2023**	Total
<b>Total for the State</b>					

\* Count children residing in institutions for neglected children in this column.  
 \*\* Count children residing in institutions for delinquent children and adult correctional institutions in this column.

~~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.~~

<del>_____ Name of State Agency</del>	<del>_____ 2023 _____ Enrollment _____ In A Regular Program of Instruction _____ (Adjusted to Reflect the Relative _____ Length of the State Agency's _____ Annual Educational Program)</del>
<del>— Total for the State</del>	

**~~SECTION B – CERTIFICATION BY STATE EDUCATIONAL AGENCY~~**

I certify that the State educational agency has implemented a system of internal controls and taken the steps necessary to ensure that the data provided in Parts I and II meet the requirements of Title I of the ESEA and are, to the best of my knowledge, valid and reliable. I understand that any knowingly and willingly submitted false statement provided herein that I have made is subject to fine or imprisonment pursuant to 18 U.S.C. 1001.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Typed name and title