

## **Information About Applying for Title II Funds for LEA Convocation and Membership**

Title II funds may be available to support membership in LEA and attendance at the LEA Convocation. These are distributed to private schools through local education agencies. While national guidelines exist regarding the use of these title funds for teacher professional development, your local education agency (public school district), determines the distribution of these funds. This can vary widely from state to state and district to district.

### **Eligible Activities and Expenditures**

The local education agency/school district may reimburse a private school teacher or school administrator for pre-approved professional development expenditures: registration, mileage, meals, and hotel costs.

The cost of an LEA membership may also be reimbursed if the membership/subscription is in alignment with the Title II Local Uses of Funds in the ESSA (20 USC Section 6613[b]) and provides educational PD related material for teachers, principals, and other school leaders.

Eligible conference expenses are paid through the school district's regular process.

The following items would be helpful when applying for Title funds:

- A copy of the Convocation schedule which follows.
- A listing of faculty members attending along with their sectional choices.
- Total cost of the Convocation registration including hotel, meals, and transportation. (Please note that some districts might not approve all these expenses)
- To request funding for an LEA membership, highlight the following professional resources provided:
  - What Works for Me-a podcast talking with teachers about “what works” in classrooms today.
  - Shaping the Future-a monthly in-depth magazine article written by experts in the education field.
  - LEAven-a weekly blog written by members of the LEA community.
  - LEAnews-a weekly email with ideas for educators and administrators of all grade levels.
  - Networks-curated “best of the web” lists for educators sent directly to members’ inboxes.