



Vermont Agency of Education  
219 North Main Street, Suite 402  
Barre, VT 05641

September 6, 2019

Dear CFP Team Leaders and Business Managers:

## TRANSFERABILITY OF CFP FUNDS

Under the Elementary and Secondary Education Act, an LEA is authorized to transfer all or some of its annual allocations of Title II Part A and/or Title IV Part A funds to the following programs: Title I Part A, Title I Part C, Title I Part D, Title II Part A, Title III Part A, Title IV Part A or Title V Part B [ESEA Section 5103(b)]. An LEA may not transfer funds into a program for which it did not receive an annual allocation.

Under this statute, an LEA must notify the Vermont Agency of Education of its intent to transfer funds **at least 30 days before submission** of the application or amendment in which the transfer first appears [ESEA Section 5103(d)]. This requirement does not apply to consolidating funds in a Title I Schoolwide Program pool, only to transfers.

Additionally, before an LEA may transfer funds from a program that is subject to equitable services requirements, it must engage in timely and meaningful consultation with appropriate private school officials [ESEA section 5103(e)(2)]. The LEA must provide private school students and teachers equitable services under the program(s) to which, and from which, the funds are transferred, based on the total amount of funds available to each program after the transfer.

Effective immediately, please send all transfer notifications electronically to [Karen Abbott](#), Grants Management Specialist, using the Notice of Transfer form. This form includes an assurance of consultation with private schools, as well as an assurance that local continuous improvement plans have been updated to reflect the unique need(s) that precipitated a transfer. Only transfers preceded by timely receipt of the Notice of Transfer will be maintained.

Please contact me with any questions.

Appreciatively,

A handwritten signature in black ink, appearing to read "Jesse Roy".

Jesse Roy  
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