United States Department of the Interior
BUREAU OF INDIAN EDUCATION
Albuquerque Service Center
Division of Performance and Accountability
1011 Indian School Road, NW, Suite 332
Albuquerque, New Mexico 87104

OCT 14 2010

Memorandum

To: Education Line Officers
School Administrators/Principals

From: Associate Deputy Director

Subject: Education Jobs Fund

In August, 2010, Congress passed and the President signed legislation that provides essential resources to assist local school districts in saving or creating education jobs during the 2010-2011 school year. This $10 billion program will enable schools to keep an estimated 160,000 or more education jobs. The Bureau of Indian Education's (BIE) portion of $50 million will help ensure that students attending Bureau-funded schools are prepared to succeed in college and careers.

The Education Jobs Fund program requires that schools use the funds to pay the salaries and benefits of teachers, school administrators, and other essential staff. The funds can be used to recall or rehire former employees, retain existing employees, and hire new employees to ensure that students receive vital educational and related services. Schools are encouraged to use these funds for reading and math instructional coaches, school counselors, librarians. These funds may not be used for general administrative expenses, overhead, or other support services. All BIE-funded schools must maintain records that separately track and account for the Education Jobs funds. Tribally controlled (grant and contract) schools must fulfill reporting requirements under section 1512 of ARRA beginning December 1, 2010, in the FederalReporting.gov web site.

The BIE will distribute the Education Jobs funds by formula to all Bureau-funded schools receiving Title I, Part A funds. The Education Jobs funds must be used only for obligations made on or after August 10, 2010. Schools may use these funds through September 30, 2012. Schools must submit **no later than October 29, 2010**, a signed application consisting of assurances and a budget plan for how these funds will be spent in accordance with the law.

For schools opting not to take the Education Jobs funds, please complete the attached statement declaring such with the signatures of the school official and the school board chairperson no later than October 29, 2010. You may return the signed form via fax, at 505-563-5281, or e-mail a PDF file of this form to BIE's ARRA Education Specialist, Marie2.Sandoval@bie.edu

On **Friday, October 15, 2010**, all Bureau-funded schools are invited to join a WebEx Session on the topic of allowable uses of the Education Jobs Fund. Three WebEx Sessions will be held for each of the ADD Regions within the BIE:

ADD East – 11a.m.-12p.m. (EDT); 10-11a.m. (CDT); 9-10a.m. (MDT)
ADD Navajo – 11 a.m.-12 p.m. (MDT)

ADD West – 1-2 p.m. (MDT); 12-1 p.m. (MST); 2-3p.m. (PDT)

*EDT (Eastern Daylight Time); CDT (Central Daylight Time); MDT (Mountain Daylight Time; MST (Mountain Standard Time); PDT (Pacific Daylight Time)

In order to minimize disruptions to our children's education, we have developed a streamlined application process that allows schools to access their funds quickly while ensuring accountability for the use of these funds. Accompanying this letter are the application and initial program guidance, which will assist you in understanding how these funds may be used most effectively to keep teachers and other essential staff in our classrooms. To facilitate local planning, I strongly urge you to make publicly available as soon as possible the amount of Education Jobs funds that your school will receive.

I am excited that we are able to provide these essential funds quickly to help ensure that students have the teachers and support they need to succeed in school this year.

cc: Associate Deputy Directors, East, West, Navajo