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**California Department of Education  
Official Letter**

September 1, 2016

Dear County and District Superintendents and Charter School Administrators:

**COLLEGE READINESS BLOCK GRANT**

Governor Brown signed Senate Bill 828 into law in June 2016. SB 828 authorizes the allocation of a \$200 million College Readiness Block Grant (CRBG), in the 2016–17 fiscal year (FY), to provide California’s high school pupils, particularly unduplicated pupils, as defined in *Education Code* sections 42238.01 and 42238.02, additional supports to increase the number of students that enroll at institutions of higher education and complete an undergraduate degree within four years.

The purpose of this letter is to notify local educational agencies (LEAs) that the preliminary entitlements of the CRBG have been posted. The CRBG funding is available to county offices of education, school districts, and charter schools that reported unduplicated pupils in grades nine through twelve during the 2015–16 FY. Eligible LEAs must be currently accredited, or in the process of obtaining accreditation from the Accrediting Commission for Schools, Western Association of Schools and Colleges. No LEA serving at least one unduplicated pupil in grades nine through twelve during the 2015–16 FY shall receive a total allocation of less than \$75,000.

The California Department of Education will apportion CRBG funds in two installments. The first apportionment reflecting approximately 50 percent of each LEA’s entitlement will be released in October 2016. Remaining funds will be released in spring 2017. Funds are available for expenditure or encumbrance through the 2018–19 FY. The CRBG details may be accessed on the CRBG Web page at <http://www.cde.ca.gov/ci/gs/ps/collegereadiness.asp>. Enclosed is a copy of the CRBG Summary Table for reference to timelines and responsibilities.

For allocation questions, please contact Thi Huynh, Education Fiscal Services Consultant, in the School Fiscal Services Division, by phone at 916-324-4555 or by e-mail at [thuynh@cde.ca.gov](mailto:thuynh@cde.ca.gov). For program questions, please contact Jose Ortega, Education Programs Consultant, in the College Preparation and Postsecondary Programs Office, by phone at 916-323-6398 or by e-mail at [CRBG@cde.ca.gov](mailto:CRBG@cde.ca.gov).

Sincerely,

Tom Torlakson

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## Attachment

California Department of Education

September 1, 2016

Attachment

**College Readiness Block Grant Summary**

**NOTE:** Please refer to *Education Code* Section 41580 for the language of the College Readiness Block Grant (CRBG). This document is only provided as a summary of the CRBG and may not contain all relevant statutory language.

Item/Responsibility/Timeline	Notes
<p>Item: First Apportionment of CRBG Funds (approximately \$100 million)</p> <p>Responsibility: California Department of Education (CDE)</p> <p>Timeline: Fall 2016</p>	<ul style="list-style-type: none"> <li>■ The CDE will send out the first apportionment based on preliminary allocations to local educational agencies (LEAs), including school districts, county offices of education, and charter schools (both local and direct funded) that reported at least one unduplicated pupil in grades nine through twelve in the 2015–16 fiscal year (FY).</li> <li>■ Each eligible LEA will receive a minimum of \$75,000 of funding, based upon the number of unduplicated pupils, as identified in <i>Education Code</i> sections 42238.01 and 42238.02.</li> <li>■ Schools must be accredited or in the process of obtaining accreditation from the Accrediting Commission for Schools, Western Association of Colleges (WASC).</li> <li>■ Funds are available for expenditure/encumbrance through the 2018–19 FY.</li> </ul>
<p>Item: Develop and Approve Local Plan for CRBG Funds</p> <p>Responsibility: LEA</p> <p>Timeline: Fall 2016</p>	<ul style="list-style-type: none"> <li>■ As a condition for receiving funds, an LEA shall develop a plan describing how the funds will increase or improve services for unduplicated pupils to ensure college readiness.</li> <li>■ Plans shall be aligned with the LEAs local control and accountability plan.</li> <li>■ Plans shall be discussed at a regularly scheduled meeting by the governing board of the LEA and adopted at a subsequent regularly scheduled meeting.</li> </ul>

<p>Item: Required Report</p> <p>Responsibility: LEA</p> <p>Timeline: Due on January 1, 2017</p>	<ul style="list-style-type: none"> <li>■ The CDE will post a link to a brief online report to collect information on how the LEA will measure the impact of CRBG funds and if any school is not accredited or in the process of being accredited by WASC.</li> <li>■ The report is required as a condition of funding. The LEAs that do not submit the required report will be billed for return of funds paid in the first apportionment.</li> </ul>
<p>Item: Second Apportionment of CRBG Funds (approximately \$100 million)</p> <p>Responsibility: CDE</p> <p>Timeline: Spring 2017</p>	<ul style="list-style-type: none"> <li>■ The CDE will calculate final entitlements and send out the balance of remaining funds to eligible LEAs, adjusted for closed charter schools, LEAs that did not submit the required report, and schools that are not WASC accredited.</li> </ul>

Last Reviewed: Friday, October 21, 2016

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