

AMENDMENTS

TBE/TPI

If your district needs to make an amendment in TBE/TPI please follow instructions below to create an amendment. Instructions #1, #2, #4, #5, #6 and #11 will help you make the necessary changes.

Title III

For those districts who submitted applications for Language Instruction Program for LEPS (LIPLEPS) or IEP (Immigrant Education Program) as part of their FY11 Consolidated application, please know you may have additional funds allocated. Please check the Allotments against your budget and submit an amendment if you have not already done so.

Please note that Carryovers and Prepayments will only show up after an amendment is created. Please proceed as follows to create and submit Amendments.

1. Be sure to print out your current approved budget (budget details/summary) for your records

Select an application from the list(s) below and press one of the following buttons:

[Open Application](#) [Create Amendment](#) [Delete Application/Amendment](#) [Review Checklist](#) [Print All](#)

Print requests may take up to several hours depending on demand for conversion to a PDF. Printed Applications:

	Application / Amendment	Original Submit Date	ISBE Final Approval Date	Status	Status Date	Consult
2010-2011						
<input type="radio"/>	11-ELL-00 Original Application	06-16-2010	08-11-2010	Final Approved	08-11-2010	<input type="checkbox"/>

2. Go to the "Page Lock Control" tab and EXPAND ALL. Unlock ONLY the sections or pages that need changes

[Overview](#) | [Contact Information](#) | [Planning](#) | [Allotment](#) | [Assurance Pages](#) | [Submit](#) | [Application History](#) | [Page Lock Control](#)

The application has been submitted. No more updates will be saved for the application.

Page Review Status [Instructions](#)

Expand All

ELL-TBE/TPI and Title III	Page Status	Review Status of page		
		OK	Needs updates	Mark Final
ELL Consolidated	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Contact Information	OPEN	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Planning	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assurance Pages	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
TBE/TPI	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Program Specific	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Professional Development	LOCKED	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parent Advisory Committee	LOCKED	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Attendance Center Information	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Budget Pages	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cooperative Member Budget	LOCKED	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Total Program Costs	LOCKED	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Budget Detail	LOCKED	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Page_Lock Control	LOCKED	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Title III Consolidated	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LIPLEPS	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
IEP	Apply to Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

start | Inbox - Micr... | FW: Amend... | ISBE Web S... | Page Lock... | Grant Applic... | Microsoft E... | TITLE III A... | 1:31 PM

- If you are adding new activities or major equipment purchases, you will also need to add these to Program Activities page, Professional Development page and Research page (as appropriate).
- Go to "Budget Detail" and revise cells
- Add additional lines if necessary (there is a button below budget cells to "Create Additional Entries.")
- Make sure to justify additional funds and expenditures or explain any reductions

1000	100	ELL Teacher aide salary	\$3000
1000	100	Amendment 1 – adding funds to expand ELL teacher aide instruction (or "to expand portion of ELL teacher aide salary") Reduced supplies and materials by \$500	\$2500
2210	400	ELL Workshop supplies and materials (Amendment #1 – reducing by \$500 because it was not needed and adding to 1000-100)	\$1000

- Open the "Title III" section in the drop down box and add any new activities (including parent activities or teacher aides) in Program Activities and indicate whether they are being paid through Title III;
- Add any new Professional Activities;
- In the "Research Page" add related research for new material, indicate what will be offered for After School or Summer School, or research for equipment purchases.
- Go to Payment Schedule and revise ensuring that purchases or expenses are reflected in the month(s) in which the activities occur (e.g. summer school in May/June or July).
- Run Consistency Check and Submit. The District Superintendent will then have to make the submission to ISBE.

For assistance with **technical issues call (217) 558-3600**. Call your Principal Consultant with programmatic questions or the **Division of English Language Learning, (312) 814-3850**.