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| logo_forms | Wisconsin Department of Public Instruction  **NTO GRANT APPLICATION**  **For Competitive Grants**  PI-1320 (Rev. 04-21)  For use with federal competitive funds only. | | | | | **INSTRUCTIONS:** Submit **as PDF**. Application must be received or postmarked no later than **MAY 31** at 11:59 p.m. Late applications will not be accepted. Return to:  [**NTOgrant@dpi.wi.gov**](mailto:NTOgrant@dpi.wi.gov)  **For best results, any PDF form should be downloaded and opened in Acrobat Reader rather than filled out in the browser. Not all PDF features will work as intended when opened in a browser.** | | | | | |
| *For questions regarding this grant, contact:*  ***Christine A. Lenske,*** [***Christine.lenske@dpi.wi.gov***](mailto:Christine.lenske@dpi.wi.gov) ***or 608-266-3922*** | | | | | |
|  | | | I. GENERAL INFORMATION | | | | |  | | | |
| Applicant Agency | | | | Mailing Address *Street, City, State, ZIP* | | | | | | | |
| Project Contact *First and Last Name* | | | | | Project Contact’s Title | | | | | | |
| Project Contact’s E-Mail Address | | | | | | | | | Fax *Area/No.* | | Phone *Area/No.* |
| Fiscal Contact *First and Last Name if other than project contact* | | | | | Fiscal Contact’s Title | | | | | | |
| Fiscal Contact’s E-Mail Address | | | | | | | | | | | Phone *Area/No.* |
| Fiscal Contact’s Mailing Address *Street, City, State, ZIP* | | | | | | | Grant Period | | | | |
| Beginning Date *Mo./Day/Yr.*  July 1, 2021 | | | Ending Date *Mo./Day/Yr.*  June 30, 2022 | |
| Total Funds Requested | | Local Match *If applicable* | |  | | | | | | | |
|  | | | II. OVERVIEW | | | | |  | | | |
| The Strengthening Career and Technical Education for the 21st Century Act (or Perkins V) requires the state to use a percentage of leadership funds to support education in nontraditional occupations (NTO) or fields [Sec 124(a)(1)(A)]. In turn, the Department of Public Instruction (DPI) will provide Perkins Regional Career Pathways Collaborative grant recipients, through a competitive grant process, funds for the purpose of addressing enrollment in NTO pathways with a focus on equity and access. Quality NTO education depends upon community and industry partnerships in order to close the skills and wage gap between traditionally underrepresented groups of gender in NTO (as well as students of color, and other [special populations](https://dpi.wi.gov/sites/default/files/imce/cte/CPA/2019_09_10_SpecialPopsPerkinsV.pdf) as defined in Perkins V). | | | | | | | | | | | |
|  | | | III. ABSTRACT | | | | |  | | | |
| Summarize the proposal and make sure to address the targeted population, the key needs, what the project ultimately seeks to implement. *Limit response space provided..* | | | | | | | | | | | |

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|  | IV. FEDERAL GENERAL ASSURANCES |  |

The Applicant understands and agrees that the following Certifications and Assurances are pre-award requirements generally imposed by federal and state law or regulation, and do not include all federal and state regulations that may apply to the Applicant or its project. Most requirements are posted to: Uniform Administrative Requirements. <https://www.gpo.gov/fdsys/pkg/FR-2013-12-26/pdf/2013-30465.pdf> or Educational Department of General Administrative Regulations (EDGAR): <http://www.ecfr.gov/cgi-bin/text-idx?node=34:1.1.1.1.23&rgn=div5> or the Wisconsin Uniform Financial Accounting Requirements (WUFAR): <http://dpi.wi.gov/sites/default/files/imce/sfs/pdf/Revision%20%2327%20revised%20.pdf>

**Each Applicant is ultimately responsible for compliance with the certifications and assurances selected on its behalf that apply to its project or award.**

# Instructions

Step 1—Read each assurance that follows.

Step 2—Sign and date the certification statement.

Step 3—Include signed certifications and assurances with your application materials.

Step 4—Keep a copy for your records.

# Assurance is hereby provided that:

1. **Applicant agrees** to comply with all terms and conditions set forth in the grant program’s Application Guidelines document provided with this application. Services provided under this grant will be used to address the needs set forth in the guidelines document. Applicant agrees to implement the activities within the prescribed timeline as outlined in their work plan section of their proposal. Applicant will provide fiscal information within the fiscal year timeline established for new and reapplying programs.

2. **Statutes and Regulations:** The Applicant shall comply with all appli­cable statutory and regulatory requirements. These requirements include, but are not limited to, applicable provisions of—

a. Title VI of the Civil Rights Act of 1964 [45 U.S.C. 2000d through 2000d-4]

b. Title IX of the Education Amendments of 1972 [20 U.S.C. 1681-1683]

c. Section 504 of the Rehabilitation Act of 1973 [29 U.S.C.794]

d. The Age Discrimination Act [42 U.S.C. 6101 et seq.]

3. **Allowable Costs:** Costs incurred shall be allowable under the principles established in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule [2 CFR Subpart E-Cost Principles].

4. **Budget Modifications:** The Applicant will obtain an approved budget amendment when it is anticipated that claimed expenditures will vary significantly from the amount in the current approved budget. A significant variance is an increase of 10 percent (summary of all line items) of the current total approved budget [2 CFR § 200.308(e)]. This applies to all grants unless there are more restric­tive or specific requirements of the grant award which may be the case with discre­tionary grants.

5. **Confidentiality:** The Applicant shall comply with provisions regarding confidentiality of student information [WI Statute § 118.125, pupil records].

6. **Conflict of Interest:** No board or staff member of an LEA or CESA may use his or her position to obtain financial gain or anything of substantial value for the private benefit of himself or herself or his or her immediate family, or for an organization with which he or she is associated, such as a royalty, commission, contingent fee, brokerage fee, consultant fee, or other benefit [Wis. Stat. 19.59 (1) (a)] [2 CFR § 200.112].

7. **Contracts and Procurement:** The Applicant will use its own procure­ment procedures that reflect applicable state and local laws and regulations, provided the procurements conform to applicable federal law and the standards in [2 CFR §§ 200.318-200.326] Procurement Standards.

8. **Debarred and Suspended Parties:** A contract (see 2 CFR §180.220) must not be made to parties listed on the government wide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p 189) and 12689 (3 CFR Part 1989 Comp., p. 235),”Debarment and Sus­pension.” The Excluded Parties List in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

9. **Cooperation with Evaluation:** The Applicant shall cooper­ate with the performance of any evaluation of the program by the WDPI or USDE of by their contractors [2 CFR §200.328(1)].

10. **Copyright, Acknowledgement, and Publications:** The Applicant/ Recipient will comply with all copyright and materials acknowledge­ment requirements as addressed in the projects’ grant guidelines. The U.S. Department of Education and the WDPI reserve royalty-free, nonexclusive, and irrevocable licenses to reproduce, publish or otherwise use, and to authorize others to use, for their purposes. The copyright in any work developed under this subgrant or contract under this subgrant; and any rights of copyright to which the Applicant or a contractor purchases ownership with grant support.

The content of any grant-funded publication or product may be reprinted in whole or in part, with credit to the USDE and WDPI acknowledged. However, reproduction of this product in whole or in part for resale must be authorized by the WDPI. When issuing state­ments, press releases, and other documents describing projects or programs funded in whole or in part with federal grant funds, the grant award recipient shall clearly acknowledge the receipt of federal funds in a statement.

11. **Fiscal Control:** The Applicant will use fiscal control and fund accounting procedures and will ensure proper disbursement of, and accounting for, federal funds received and distributed under this program [2 CFR §328(1)].

12. **Indirect Costs**: If the fiscal agent intends to claim indirect costs, the total amount budgeted for indirect costs is limited to and cannot exceed the negotiated indirect rate established with the WDPI. Indirect costs cannot be charged against capital objects.

13. **Legal and Regulatory Compliance:** Administration of the program, activities, and services covered by this application will be in accord­ance with all applicable state and federal statutes, regulations and the approved application [34 CFR §76.700].

14. **OMB Standard Form 424B:** The Applicant will comply with all applicable assurances in OMB standard Form 424B (Assurances for Non-Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; merit systems; nondiscrimination; Hatch Act provisions; labor standards; flood insurance; environmental standards wild and scenic river systems; historic preservation; protection of human subjects; animal welfare; lead-based paint; Single Audit Act; and general agree­ment to comply with all applicable federal laws, execu­tive orders and regulations.

<http://www.grants.gov/web/grants/forms/sf-424-family.html#sortby=1>

15. **Programmatic Changes:** The Applicant will obtain the prior approval of the WDPI whenever any of the following actions is anticipated:

a. Any revision of the scope or objectives of the project;

b. Changes in key persons where specified in the application or grant award;

c. A disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director;

d. Contracting out or otherwise obtaining services of a third party to perform activities central to the purpose of the award;

e. Changes in the amount of approved cost-sharing or matching provided by the subrecipient [2 CFR §200.308©(1,2,3,6,7)].

16. **Record Retention:** In accordance with 2 CFR §200.333(b), this is written notification to the subrecipient that WDPI requires an exten­sion to the record retention period for grants addressed in the *Wisconsin Records Retention Schedule for School Districts*.

<https://publicrecordsboard.wi.gov/Documents/DPI%20GS-APPROVED%20June%202015%20v8.1.pdf>

All applicants will ensure records are main­tained for a period of at least three years after the end of the project year (2 CFR §200.333). If any litigation, claim, negotiation, audit, or other action involving the records starts before the end of the period, the records will be retained until completion of the action and resolution of all issues.

17. **Reporting:** The Applicant will ensure all required financial and pro­gram data is reported to the WDPI timely on a schedule established by the WDPI. The Applicant will report to WDPI using the accounts in the Wisconsin Uniform Financial Accounting Requirements (WUFAR) [2 CFR §200.302(b)(2)].

18. **Grant Evaluation:** The Applicant shall ensure that all grant evalua­tion reporting will be timely on a schedule established by the WDPI. Grant evaluation information provided to the WDPI staff shall accurately assess the completeness of grant goals, activities, bench­marks, and target dates [2 CFR §300.328(b)(1)].

19. **Single Audit:** Any entity that expends in total (all sources) $750,000 or more in federal funds during a fiscal year (July 1–June 30) is required to conduct a single audit. If a single audit is required, a copy of the audit is to be submitted to DPI School Financial Services auditor [2 CFR §200.501].

20. **Text Messaging and E-Mailing While Driving:** The Applicant/ Recipient and their grant personnel are prohibited from text messag­ing while driving a government-owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or e-mail when driving [Executive Order 13513, “Federal Leadership on Reducing Text Messaging While Driving October1, 2009].

<http://edocket.access.gpo.gov/2009/pdf/E9-24203.pdf>

21. **Time and Effort Supporting Documentation:** For costs to be allowable, compensation for personal services must adhere to the Standards for Documentation of Personnel Expenses as identified in 2 CFR §200.430(i)(1). The subrecipient must retain records that accu­rately reflect the work performed and be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated.

22. **Trafficking in Persons:** The grant condition specified in 2 CFR §175.10 includes the following language: “I. Trafficking in persons. 1. You as the recipient, your employees, subrecipients under this award, and subrecipients’ employees may not i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect; ii. Procure a commercial sex act during the period of time that the award is in effect; or iii. Use forced labor in the performance of the award or subawards under the award.” A sub­recipient is required to inform the federal agency immediately of any information received from any source alleging a violation of this condition. The federal agency may unilaterally terminate this award, without penalty, if a subrecipient is determined to have violated this condition.

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|  | V. PROGRAM SPECIFIC ASSURANCES |  |

# Assurance is further provided that:

Not Applicable

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|  | VI. CERTIFICATION/SIGNATURE | |  | |
| **I, THE UNDERSIGNED, CERTIFY** that the information contained in this application is complete and accurate to the best of my knowledge; that the necessary assurances of compliance with applicable state and federal statutes, rules, and regulations will be met; that I am authorized by the agency designated in this application to bind the agency to the certifications and assurances contained in this application; and, that the indicated agency designated in this application is authorized to administer this grant.  **I FURTHER CERTIFY** that the assurances listed above have been satisfied and that all facts, figures, and representation in this application are correct to the best of my knowledge. | | | | |
| Name of Applicant Agency Authorizer | | Title of Individual Signing | | | |
| Signature of Applicant Agency Authorizer  ⮚ | | | | Date Signed *Mo./Day/Yr.* |

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|  | CERTIFICATION REGARDING LOBBYING | |  | | |
| **Certification for Contracts, Grants, Loans, and Cooperative Agreements**  The undersigned states, to the best of his or her knowledge and belief, that:  (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.  (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or coop­erative agreement, the undersigned shall complete and submit Standard Form-LLL, ''Disclosure of Lobbying Activities,'' in accord­ance with its instructions.  (3) The undersigned shall require that the language of this certifica­tion be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. | | This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.  **Statement for Loan Guarantees and Loan Insurance**  The undersigned states, to the best of his or her knowledge and belief, that:  If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions. Submis­sion of this statement is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure. | | | |
| Name of Applicant Agency Authorizer | | Title of Applicant Agency Authorizer | | | |
| Signature of Applicant Agency Authorizer  ⮚ | | | | Date Signed *Mo./Day/Yr.* |

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|  | **VII. CONSORTIUM VERIFICATION** *Copy as many pages as needed.* |  |

Check only if no consortium is being formed.

**Each of the undersigned certifies** that the information contained in this application is complete and accurate, that the local educational agency they represent has authorized them to enter into a consortium agreement, and to provide the necessary assurances of compliance with applicable state and federal statutes, rules, and regulations.

The administering agency shall be the fiscal agent and shall thereby incur and record all expenditures of funds available per applicable program provisions, rules, and regulations.

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|  | | ADMINISTERING AGENCY | | |  | | | | |
| Administering Agency | | | Name of Applicant Agency Authorizer | | | Title of Applicant Agency Authorizer | | | |
| Signature of Applicant Agency Authorizer  ⮚ | | | | | | | | Date Signed *Mo./Day/Yr.* | |
|  | CONSORTIUM PARTICIPANTS / LEA / ORGANIZATION | | | | | |  | | |
| 1. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 2. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 3. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 4. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 5. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 6. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 7. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 8. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 9. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |
| 10. LEA/Organization | | | | | | | | | Date Signed *Mo./Day/Yr.* |
| District Administrator | | | | Signature  ⮚ | | | | | |

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|  | VIII. PLAN |  |
| Identify the need(s) to be addressed with grant funds. Applicants must have an organized and systematic approach to use data for meaningful analysis. Data analysis includes an assessment of the gaps being experienced by the target population. *Limit each response* to *space provided*.  **1. Demonstration of Need**  Applicants must have an organized and systematic approach to use data for meaningful analysis. Data analysis includes an assessment of the gaps being experienced by the target population. | | |
| a. Identify the overall need(s) to be addressed by the grant project. Identify the supporting data that is being used to determine the need. | | |
| **2. Student Outcome Priority Statement—student outcomes identified within a needs assessment.**  A student outcome priority statement identifies the need(s) of the target population for this grant project. It includes specific supporting data (e.g., interim and summative student data, including disaggregated data for relevant student subgroups; qualitative data, educator practice data, formative assessment data, etc.) used to determine need. It is possible for an applicant to identify up to **two** student outcome priority statements.  *Example “Based on the region student concentrator data, NTO CTE concentrators make up only 5% of total CTE concentrators.”* | | |
| a. What is your student outcome priority statement(s) for this grant project? | | |
| b. What is the likely root cause(s) (or factors) contributing to the student outcome priority statement(s) that this proposal will address? | | |
| **3. Practice Priority Statement—adult practices identified with a needs assessment**  A practice priority statement explains what the applicant hopes to accomplish (based on needs assessment). This may include adult practices and/or system changes. It is possible to identify up to **two** practice priority statements. Practice priority statements use a format such as “we believe we can improve…..if we…..” *Limit each response* to *space provided*.  *Example: We believe we can begin to close the gap between Non-NTO and NTO if we create a consistent framework in which to share NTO information within the region and its stakeholders. This will be created with input from NTO business and industry partners, district and postsecondary leadership, promising practices through NAPE professional development.* | | |
| a. What is the practice priority statement(s) for this grant project? Limit each priority statement to 1-3 sentences. | | |
| b. What are the resource inequities contributing to the needs identified in the student outcome and practice priority statements? | | |

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|  | | | IX. DO (ACTION PLAN) | | |  | | |
| Develop an action plan to implement the proposed grant program and Student Outcome Priority Statement. The plan must include a SMART (Specific, Measurable, Attainable, Relevant and Timely) goal that align with the student outcome priority statement(s). Applicants may have more than one SMART goal for the same student outcome priority statement.  For each SMART goal listed, include the action step(s) (i.e., activities to be implemented) to achieve the goal. Action steps may include evidence-based strategies (e.g., activity, strategy, or intervention that demonstrates a positive effect on improving student outcomes and/or adult practices) or other activities to achieve the goal. Applicants may have more than one action step for each goal.  For each action step, list the planned completion date, evidence of completion (description of how the applicant will know the action is complete), and the personnel responsible for completing the action. | | | | | | | | |
| **Action Plan—Example** | | | | | |
| **Student Outcome Priority Statement (refer to statement indicated in Section VIII)**  ***Example:*** *We believe we can begin to close the gap between Non-NTO and NTO if we create a consistent framework in which to share NTO information within the region and its stakeholders. This will be created with input from NTO business and industry partners, district and postsecondary leadership, promising practices through NAPE professional development.* | | | | | |
| **SMART Goal to Address Student Outcome Priority Statement**  ***Example:*** *Increase the number of NTO participants in FY2021-2022 to 20% and increase the number of NTO Concentrators to 15% of all CTE concentrators.* | | | | | |
| **Action Step** | | **Timeline/Planned  Completion Date** | **Evidence of Completion** | | **Personnel Responsible** |
| *Develop an NTO Communication Plan* | | *August 2021* | *Documented and approved by stakeholders* | | *RCP Coordinator* |
| *Align resources to communication plan* | | *August 2021* | *Resources approved by stakeholders* | | *RCP Coordinator* |
| *Plan and carryout professional development on NTO student and community engagement, and sharing best practices to occur monthly.* | | *September 2021 – May 2022* | *Stakeholder feedback on the effectiveness of professional learning. Collection of promising practices. Determine additional professional learning need. NTO course enrollment data.* | | *RCP Coordinator* |
| *Create promotional materials including train the trainer modules focusing on NTO opportunities and promising practices for engaging students.* | | *June 2022* | *Promotional materials shared with RCP stakeholders to use with local stakeholders. Publish train the trainer modules.* | | *RCP Coordinator* |
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| **Student Outcome Priority Statement** | | | |
| **SMART Goal to Address Student Outcome Priority Statement** | | | |
| **Action Step** | **Timeline/Planned  Completion Date** | **Evidence of Completion** | **Personnel Responsible** |
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|  | X. STUDY/CHECK |  | |
| Describe the continuous improvement process the project will employ to refine, improve and strengthen the project. *Limit each response space provided.*  **1. Evaluation** | | |
| 1. What is the process used to collect and analyze grant-specific data. | | |
| b. Should the data indicate a need for change, what is the process for changing or making improvements to the action steps? | | |

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|  | XI. READINESS |  |
| In this section, describe the stakeholders and communication structures in place to ensure successful implementation of grant project. *Limit each response to space provided*.  **1. Stakeholders**  Stakeholders include the population to be served, families, community partners, school staff and administrators, as well as agency administrators. Be sure to include stakeholders who demographically represent the target population(s). | | |
| a. Who are the stakeholders identified for this grant project? | | |
| b. What are the roles of each stakeholder or stakeholder group in the implementation of this grant project? | | |
| **2. Communication Structure and Protocols**  Procedures for communicating the grant project within and across the RCP collaboratives must be in place. *Limit response to space provided.*  a. What are the protocols for ongoing communication about the grant project (e.g., grant program/project goals, progress toward goals, etc.) with internal and external stakeholders? | | |

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|  | | XIII-a. BUDGET DETAIL |  | | |
| Date of Request *Mo./Day/Yr.* | Applicant Agency | | | Project No. For revisions only |

# 1. Personnel Summary (100s-200s)

All staff must hold the appropriate license.

List all employees to be paid from this project. Do not include contracted personnel employed by other agencies in this section. If a vacancy exists which will be filled, indicate “vacant”.

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| a. WUFAR  Function Code  **Only Required  for LEAs** *Indicate for each  position listed* | b.      Name | c.      Position/Title | d.     Project  FTE | e.     Date(s) Service to be Provided | f.      Total Cost | |
| Salary | Fringe |

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| **Total Salary and Fringe** *All project totals must equal salary and fringe totals on budget summary page.* | | | | | $0 | | $0 | |

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|  | | XIII-a. BUDGET DETAIL (cont’d) |  | |
| Date of Request *Mo./Day/Yr*. | Applicant Agency | | | Project No. *For revisions only* |

# 2. Purchased Services Summary (300s)

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| a. WUFAR  Function Code  **Only Required  for LEAs** | b.   Type of Service Purchased | c.   Date(s) Service to be Provided | d.   Specify Agency/Vendor or Supplier  *If known* | e.    Cost |

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| **Total** *Must agree with Purchase Services Total on Budget Summary* | | | | $0 |

# 3. Non-Capital Objects Summary (400s)

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| a.  WUFAR  Function Code  **Only Required  for LEAs** *Indicate for each item listed in column c.* | b.       Quantity | c.      Item Name  *Include all items budgeted* | d.       Total Costs |

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| **Total** *Must agree with Non-Capital Objects total on Budget Summary* | | | | | | | $0 | |
|  | | | | XIII-a. BUDGET DETAIL (cont’d) |  | | | | |
| Date of Request *Mo./Day/Yr.* | | Applicant Agency | | | | Project No. *For revisions only* | | | |
| **4. Capital Objects Summary (500s)** | | | | | | | | | |
| a.  WUFAR  Function Code  **Only Required  for LEAs** *Indicate for each item listed in column c.* | b.       Quantity | | c.      Item Name  *Include all items budgeted* | | | | | d.       Total Costs | |

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| **Total** *Must agree with Capital Objects total on Budget Summary* | | | $0 | |

# 5. Other Objects Summary (900s)

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| a.  WUFAR  Function Code  **Only Required  for LEAs** *Indicate for each item listed in column c.* | b.       Quantity | c.      Item Name  *Include all items budgeted* | d.       Total Costs |

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| **Total** *Must agree with Other Objects total on Budget Summary* | | | | | | | | | $0 | | |
|  | | | XIII-b. BUDGET SUMMARY | | | |  | | | | | | |
| Applicant Agency | | | | Grant Period | | **Date Submitted** | | | | |
|  | | | | Beginning Date | Ending Date | Initial Request | | First Revision | | Second Revision | | |
| Project Number ***For DPI Use Only*** | | | |

**Budget Revisions:** Submit a copy of this page, with appropriate revisions included. (Attach this to a brief letter of justification.) **Note:** Submit request at least **30 days** prior to expenditure of grant monies.

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| **WUFAR Function** | **WUFAR Object** | **Amount Requested** | **First Revision** | | | **Second Revision** | |
| **Instruction (100 000 Series)**  Activities dealing directly with the interaction between instructional staff and students. | a. Salaries (100s) |  |  | |  | |
| b. Fringe Benefits (200s) |  |  | |  | |
| c1. Purchased Services (300s) |  |  | |  | |
| c2. Purchased Services (300s) Any single contract over $25,000 |  |  | |  | |
| d. Non-Capital Objects (400s) |  |  | |  | |
| e. Capital Objects (500s) |  |  | |  | |
| f. Other Objects (e.g., fees) (900s) |  |  | |  | |
| **TOTAL Instruction** | $0 | $0 | | $0 | |
| **Support Services—Pupil and Instructional Staff Services  (in 210 000 and 220 000 Series)**  Support services are those which facilitate and enhance instructional or other components of the grant. This category includes staff development, supervision, and coordination of grant activities. | a. Salaries (100s) |  |  | |  | |
| b. Fringe Benefits (200s) |  |  | |  | |
| c1. Purchased Services (300s) |  |  | |  | |
| c2. Purchased Services (300s) Any single contract over $25,000 |  |  | |  | |
| d. Non-Capital Objects (400s) |  |  | |  | |
| e. Capital Objects (500s) |  |  | |  | |
| f. Other Objects (e.g., fees) (900s) |  |  | |  | |
| **TOTAL Support Services—Pupil/Instructional Staff Services** | $0 | $0 | | $0 | |
| **Support Services—Administration**  (Associated with functions in 230 000 series and above.) Includes general; building; business; central service administration, and insurances. | a. Salaries (100s) |  |  | |  | |
| b. Fringe Benefits (200s) |  |  | |  | |
| c1. Purchased Services (300s) |  |  | |  | |
| c2. Purchased Services (300s) Any single contract over $25,000 |  |  | |  | |
| d. Non-Capital Objects (400s) |  |  | |  | |
| e. Capital Objects (500s) |  |  | |  | |
| f. Insurance (700s) |  |  | |  | |
| g. Other Objects (e.g., fees) (900s) |  |  | |  | |
| **TOTAL Support Services—Admin.** | $0 | $0 | | $0 | |
| **Indirect Cost** *Up to Approved Rate Approved rate should not be used for single contracts over $25,000* | Approved Rate     % | $0.00 | $0.00 | | $0.00 | |
| **TOTAL BUDGET** | $0.00 | $0.00 | | $0.00 | |
| ***DPI Approval*** | Signature of DPI Reviewer  ⮚ | | | Date Signed *Mo./Day/Yr.* | | | |