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**NORTH DAKOTA DEPARTMENT OF
PUBLIC INSTRUCTION**

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To: District Administrators and Elementary School Principals
From: Ann Ellefson, Director
Office of Academic Support
Date: September 10, 2019
RE: UPDATE Music Education Grant Process

In August, all North Dakota school districts received information regarding the \$800,000 provided to the North Dakota Department of Public Instruction (NDDPI) for the purpose of providing Music Education Grants to school districts during the 2019-2021 biennium. The purpose of this memo is to outline changes impacting the funding distribution process.

Letter of Intent

The NDDPI has received numerous letters of intent indicating whether the district intends to accept Music Education Grant funding. Attached, please find a copy of the Letter of Intent and a report outlining each district's submission status. Please ensure your district's Letter of Intent is completed and submitted to the department by **September 13, 2019**, if you intend on receiving the funds.

Districts electing not to receive funds will forfeit this grant opportunity.

Final Allocations

Once all Letters of Intent are submitted, the NDDPI will generate final allocations. Funds not claimed from districts responding NO to the Letter of Intent will be redistributed through the final allocation process. Final allocations will be updated based on Spring 2019 K-5 average daily membership numbers. It is estimated final allocations will be available by September 30, 2019.

Receipt of Funds

The NDDPI will NOT be collecting budget applications for funds or budget narratives, as previously indicated. Rather, each district will receive direct payment based on the final allocation. If a district indicated it is part of a consortium, the district will receive direct payment. The consortium will not receive payment from NDDPI.

Reporting Requirements

It is important to note the requirement in statute for grant recipients to report outcomes, including how the district's investment in kindergarten through grade five music education impacted student behavior and mental health. Each district receiving funds is required to report on grant outcomes; this report is due by June 30, 2021.

Consortium Clarification

The department welcomes districts to submit applications individually or as part of a consortium. Grant payment will be provided to each participating district. The consortium will not receive payment from NDDPI allowing for consortium details to be managed locally after funds have been dispersed to districts. Each district receiving funds is required to report on grant outcomes; this report is due by June 30, 2021.

Questions

If you have questions regarding this grant opportunity, please contact [Ann Ellefson](#), Office of Academic Support Director, at (701) 328-2488, or [Jane Gratz](#), Academic Support Fiscal Officer, at (701) 328-2292.