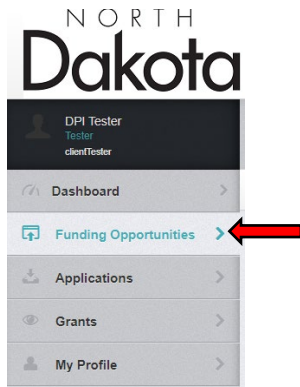


Intent to Apply Instructions

- Click “Funding Opportunities”
- Select “Consolidated Application 2021-2022”



- Click “Start New Application”



- Enter an “Application Title”
 - NDDPI recommends “District Name, Fiscal Year (i.e., 2021-2022)”
- Select a “Primary Contact”
- Click “Save Form Information”

The screenshot shows the 'Application Creation Wizard - Step: 1' form. The title is 'Application - General Information'. A red arrow points to the 'Save Form Information' button in the top right. Below the title, there is a blue box with instructions: 'The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application. Select the organization, if you belong to more than one, for which you will be submitting this application.' Below this, there are three input fields: 'Application Title:' (with a red arrow pointing to it), 'Primary Contact:' (a dropdown menu showing 'DPI Tester'), and 'Organization:' (a dropdown menu). There is also an 'Additional Applicants:' section.

- Select the “Organization” that will be submitting this application

The screenshot shows the 'Application Creation Wizard - Step: 2' form. The title is 'Application - General Information'. A red arrow points to the 'Save Form Information' button in the top right. Below the title, there is a blue box with instructions: 'The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application. Select the organization, if you belong to more than one, for which you will be submitting this application.' Below this, there are several fields: 'Application ID:' (10856), 'Program Area:' (Federal Title Programs), 'Funding Opportunity:' (9687-Form Building Con App), 'Application Stage:' (Pre-Application), 'Application Status:' (Editing), and 'Application Title:' (NDDPI Test LN 4-20-2021). At the bottom, there are two dropdown menus: 'Primary Contact:' (DPI Tester) and 'Organization:' (North Dakota Department of Public Instruction), with a red arrow pointing to the 'Organization' dropdown. There is also an 'Additional Applicants:' section.

- **Optional:** Select any “Additional Contacts” who will need to have access

Application Creation Wizard - Step: 3

- The Application creation process is a short wizard.
- Step 1: Enter your Application title and select your primary contact.
- Step 2: Select the Organization for which you will be submitting this Application.
- Step 3: This is an optional step. Select any additional contacts with which you would like to share your Application.

Application - General Information [Save Form Information](#)

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application. Select the organization, if you belong to more than one, for which you will be submitting this application.

Application ID*: 10656
 Program Area*: Federal Title Programs
 Funding Opportunity*: 9857-Form Building Con App
 Application Stage*: Pre-Application
 Application Status*: Editing
 Application Title*:
 Primary Contact*: DPI Tester
 Organization*: North Dakota Department of Public Instruction

Select any additional contacts within your organization that will also manage this grant.

Additional Applicants:

- Click on “Intent to Apply”

Application Preview | Alert History | Map

Application Details [Preview Application](#) [Ask a Question](#) [Withdraw](#)

Application cannot be Submitted Currently
 • Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Apr 20, 2021 1:23 PM - DPI Tester
Intent to Apply		

- From the drop-down list of programs (Title I, Title II, Title III, Title IV), select **all** programs for which the district intends to apply
- Either click “Save Form” or continue to scroll to finish completing the rest of the form

10613 - NDDPI Test 2021-2022

Status: Editing
 Stage: Pre-Application
 Pre-Application Due Date: May 25, 2021 11:59 PM
 Program Area: Federal Title Programs
 Funding Opportunity: 9857-Form Building Con App
 Organization: North Dakota Department of Public Instruction
 Requested Total:

Intent to Apply and General Assurances [Save Form](#)

Our district intends to accept the following federal funds based on eligibility of each federal program. Estimated Allocations have been posted for review.

Title I [Save Form](#)

Title II [Save Form](#)

Title III [Save Form](#)

Title IV [Save Form](#)

Assurances and Certifications [Save Form](#)

This form includes general assurances from the Every Student Succeeds Act (ESSA), as well as assurances required of all recipients of Federal funds. These are statutorily required assurances for the receipt of Federal funds under the specifically designated programs. In addition, recipients are required to fulfill all statutory, regulatory, and program plan requirements inherent in the application and approval process for each program. Recipients are subject to all state and federal assurances, program provisions and requirements, program non-regulatory guidance, and statutory guidelines established by Elementary and Secondary Education Act (ESEA), Uniform Grant Guidance (UGG), Education Department General Administrative Regulations (EDGAR), Code of Federal Regulations (CFR), United States Code (USC), North Dakota Century Code (NDCC), and North Dakota Administrative Code (NDAC).

Compliance with these assurances constitutes a condition of continued receipt of Federal financial assistance and is binding upon the district for the duration of the programs. In the event of failure to comply with these assurances, it is understood that funds can be terminated and the right to receive further assistance can be denied.

- For each program, select “Yes” or “No”
- If “Yes” is selected, complete the information requested for each program

Title I Assurances [Save Form](#)

By accepting federal funds, our district agrees to all of the General Assurances outlined in the Every Student Succeeds Act (ESSA) and the specific assurances applicable to the Title I program. The board approved Title I authorized representative certifies that he/she has read and understands the assurances contained in this document and that the School District complies with these assurances.

Title I*: Yes No

Title I Assurances (§1112), most notably the following criteria:

a. Parent’s Right to Know – (1) individual school building administrators must notify parents of all students that they may request information regarding the professional qualifications of instructional staff in their buildings; and if the school receives a request, it must provide parents with this information; and (2) schools must notify parents if students are taught for four consecutive weeks by a teacher who is authorized to teach in ND, but is currently teaching under an emergency or provisional license, or is taking coursework to meet licensing requirements. §1112(a)

b. Title I Policies – Title I programs must comply with the Dispute Resolution Policy, Parent and Family Engagement Policies and School-Parent Compact. These Policies must be updated annually, establish district’s expectations and objectives for meaningful parent and family involvement, and describe how it will involve parents and families in jointly developing the plan and integrating effective strategies.

c. Will ensure that migratory children and formerly migratory children who are eligible to receive services are selected to receive services. §1112(c)(1).

d. Collaborate with the State or local welfare agency to designate a foster care liaison, develop and implement written procedures governing transportation to maintain foster children in their school of origin when in their best interest. §1112(c)(5)(A, B).

e. Will, if funds are used to provide early childhood development services to low income children below the age of compulsory school attendance, comply with the performance standards established under Section 641A(a) of the Head Start Act (42 U.S.C. 9836a(a)). §1112(c)(7).

f. Will, regardless of whether it operates a Title I preschool program, carry out coordination of activities with Head Start agencies or other early learning programs that serve children who will attend schools of the district; this coordination must include a systematic procedure for receiving records, communication regarding early childhood programs, consultation with stakeholders, professional development, and collaboration with Head Start agencies. §1115)

Title I Authorized Representative Signature: Position: Date:

Email: Phone:

[Save Form](#)

- If “No” is selected, then no additional information will be requested, as the district does not intend to apply for funds in that title program
- When all sections are complete, click “Save Form”

- When the form is complete, click “Mark as Complete”

- Click on “Submit Application” to submit

Component	Complete?	Last Edited
General Information	✓	Apr 20, 2021 1:23 PM - DPI Tester
Intent to Apply	✓	Apr 20, 2021 1:36 PM - DPI Tester

- A “Please confirm” window will pop up, confirming your submission; click the red “Submit” button

- The status of the pre-application will be listed as “Submitted”