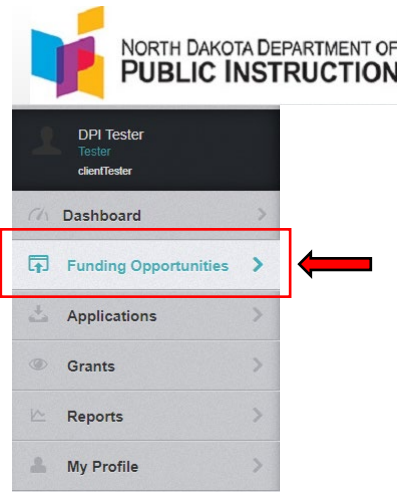
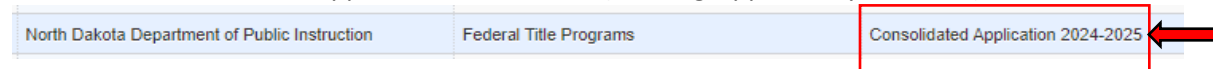


Intent to Apply Instructions

- Log in to [WebGrants](#)
- Click “Funding Opportunities”



- Select “Consolidated Application 2024-2025” (Funding Opportunity ID 46405)



- Click “Start New Application”



Application Creation Wizard – Step 1

- Enter an “Application Title”
 - NDDPI recommends the following naming convention:
District Name, Fiscal Year (e.g., NDDPI, 2024-2025)
- Select a “Primary Contact” from the drop-down list of approved WebGrants users associated with your district
- Click “Save Form Information”

The screenshot shows the 'Application Creation Wizard - Step 1' form. The 'Application Title' field is filled with 'NDDPI 2024-2025'. The 'Primary Contact' dropdown is set to 'Lauri Nord'. The 'Save Form Information' button is highlighted with a red box and a red arrow pointing to it.

Application Creation Wizard – Step 2

- Select the “Organization” submitting this application
- Click “Save Form Information”

Application Creation Wizard - Step: 2

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

Application - General 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: 46464

Program Area: Federal Title Programs

Funding Opportunity: 46405-Consolidated Application 2024-2025

Application Stage: Pre-Application

Application Status: Editing

Application Title: NDDPI 2024-2025

Primary Contact: Lauri Nord

Organization: ND Department of Public Instruction (NDDPI) ▼

Save Form Information

Application Creation Wizard – Step 3

- *Optional:* Select any “Additional Contacts” who will need to have access to the application from the drop-down list of approved WebGrants users associated with your district
- Click “Save Form Information”

Application Creation Wizard - Step: 3

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

Application - General 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: 46464

Program Area: Federal Title Programs

Funding Opportunity: 46405-Consolidated Application 2024-2025

Application Stage: Pre-Application

Application Status: Editing

Application Title: NDDPI 2024-2025

Primary Contact: Lauri Nord

Organization: ND Department of Public Instruction (NDDPI)

Select any additional contacts within your organization that will receive message this grant.

Additional Contacts:

Save Form Information

- The application is saved in Editing status. You are now able to preview your application, ask a question to NDDPI, withdraw your application, or complete the Intent.
- Click on “Intent to Apply, Assurances, and Certifications 24-25” to begin completing the application.

46464 - NDDPI 2024-2025

Status: **Editing**

Stage: Pre-Application

Pre-Application Due Date: May 20, 2024 5:00 PM

Program Area: Federal Title Programs

Funding Opportunity: 46405-Consolidated Application 2024-2025

Organization: ND Department of Public Instruction (NDDPI)

Requested Total:

Application Preview | Attachments | Alert History | Map

Application Details

Application cannot be Submitted Currently
• Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Apr 16, 2024 11:11 AM - DPI Tester
Intent to Apply, Assurances, and Certifications 24-25		-

Preview Application | Ask a Question | Withdraw

Title I Section (All districts must complete this section)

Select Yes, No, or N/A from the dropdown to signify the district’s intent regarding the acceptance of Title I funds.

- If selecting “Yes”, complete all other fields in the Title I section (Title I authorized representative, position, date, email, and phone)
- If selecting "No", then no other fields need to be completed
- If this program area does not apply to your district, select “N/A”
- "Mark As Complete" must be checked before the Intent to Apply can be submitted
- Click “Save Form” and continue to scroll to finish completing the rest of the form

Title I

When **Estimated Allocations** are released, they will be posted for review.

Yes: If selecting "Yes", the district signifies its intent to accept Title I funds. All other fields must be completed.

No: If selecting "No", then no other fields need to be completed.

N/A: If this program area does not apply to your district, then select N/A.

Mark As Complete: "Mark As Complete" must be checked in each section before the Intent to Apply can be submitted.

Title I Intent to Apply:

By accepting federal funds, the district signifies its intent to accept Title I funds. 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.

a. Parent's Right to Know – 1) individual school building request, it must provide parents with this information. 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(e)

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 the 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 such services on the same basis as other children who 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 the 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. (§1119)

Test | test | 03/30/2022

Title I Authorized Representative Signature | Position | Date

tester@email.com | 701-555-5555

Email | Phone

Save Form

Schoolwide Comingling Section (If applicable)

If the district is not comingling, then this section does not need to be completed.

- Only approved Title I schoolwide programs have the option to comingle funds
- Districts that comingle funds are not eligible to transfer funds
- Large districts that must complete Title I Rank and Serve are not eligible to comingle
- Use the dropdown to select each program that will be comingled (combined) into one budget.
- Complete the Intent and Purpose narrative boxes for all applicable comingling programs (e.g., Title II and Title IV)
- "Mark As Complete" must be checked before the Intent to Apply can be submitted
- Click "Save Form" and continue to scroll to finish completing the rest of the form

Schoolwide Comingling

NDDPI is transitioning the "Intent and Purpose for Schoolwide Programs Comingling Funds" form into the Intent to Apply, and transitioning away from the paper form being uploaded in Cognia. We recognize this information may be duplicated for this year if already submitted in Cognia. Only approved Title I schoolwide programs have the option to comingle funds from all the federal programs whose intent and purpose will be a part of their schoolwide plan.

If a district is requesting to comingle funds, this section must be completed.
Districts that elect to comingle funds are not eligible to Transfer funds.
Large school districts that must complete the Targeting Report are not eligible to comingle.
Mark As Complete: "Mark As Complete" must be checked in each section before the Intent to Apply can be submitted.

Please select each program that you will be comingling into one budget. (When comingling funds, schoolwide programs DO NOT have to track how each program's dollars are spent; instead, the school would combine all the dollars into one account to be used for all schoolwide program operations. All federal funds used to support the schoolwide plan should be put into one account at the local site. Federal funds should not go into the general fund, as schools will still need to submit financial reports tracking the expenditure of the federal funds as a whole.)

Within the schoolwide plan, schools must identify how the intent and purpose of the program meets schoolwide goals and activities.

Title II, Part A - Supporting Effective Instruction

- To increase student achievement consistent with the goal
- To improve the quality and effectiveness of teachers, principals and other school leaders by supporting professional development using evidence-based strategies in the following areas:
- To increase the number of teachers, principals and other school leaders in schools, such as improving teacher and principal quality grounded on evidence-based research and increasing the number of highly qualified teachers in schools

Provide a description of how the school will meet the intent and purpose of Title II:

Title II Intent and Purpose:

2500 character(s) left

Within the schoolwide plan, schools must identify how the intent and purpose of the program meets schoolwide goals and activities.

Title IV, Part A - Student Support and Academic Enrichment Grants The intent and purpose of the program is to coordinate and integrate the program through strategies and activities to support one of the three areas:

- Providing students with a well-rounded education (e.g. STEM, arts, civics, AP, health, and physical education)
- Supporting safe and healthy students (e.g., school mental health, drug and violence prevention, training on trauma-informed practices, health, and physical education)
- Supporting the effective use of technology (e.g., professional development, blended learning, technology devices)

Provide a description of how the school will meet the intent and purpose of Title IV:

Title IV Intent and Purpose:

2500 character(s) left

Participation in Transfer Flexibility Section (If applicable)

The district must ensure that consultation with stakeholders occurred before making the decision to transfer. *If the district is not participating in the Transferability option, then this section does not need to be completed.*

- Click "Edit Form"
- Click "Save Form"
- Click "Add Row"
- Use the dropdown to select a program that you will transfer from
- Use the dropdown to select a program that you will transfer to
- Type in the estimated transfer amount (must wait until USED releases estimated allocations)
- Click "Yes" or "No" assuring consultation has occurred
- Click "Save Row" then continue to scroll to finish completing the rest of the form
- Repeat for each program transferring from
- "Mark As Complete" must be checked before the Intent to Apply can be submitted

Participation in the Transfer Flexibility

The Transfer Program allows districts to take their Title II or Title IV funding and repurpose it toward other Title program priorities in which allocations are generated. These are not additional funds. If the district wants to maximize its federal Title program flexibility, the NDDPI highly encourages **eligible districts** to transfer all funds to Title V. This will enable the district to utilize funds for any federal program intent/purpose, allow funds to be tracked in one budget, and simplify your monitoring requirements. Districts that elect to Transfer funds are not eligible to comingle funds.

If the district IS participating in the Transferability option: Click "Add a Row" for each program transferring from.
If the district IS NOT participating in the Transferability option: This section does not need to be completed.
Mark As Complete: "Mark As Complete" must be checked in each section before the Intent to Apply can be submitted.

Programs the District will Transfer From:

None selected

☐ Title II Part A

☐ Title IV Part A

Programs the District will Transfer To:

None selected

☐ Transfer Title I Part A

☐ Transfer Title II Part A

☐ Transfer Title III Part A

☐ Transfer Title IV Part A

☐ Transfer Title V

Estimated Transfer Amount: \$0

The district assures consultation with stakeholders occurred before making the decision to transfer:

Save Form

Title II Section (All districts must complete this section)

Select Yes, Yes-Transfer, Yes-Comingle, No, or N/A from the dropdown to signify the district's intent regarding the acceptance of Title II funds.

- If selecting "Yes", the district signifies its intent to accept Title II funds. All other fields must be completed
- If selecting "Yes-Transfer", the district signifies its intent to transfer Title II funds and no other fields need to be completed
- If selecting "Yes-Comingle", the district signifies its intent to comingle Title II funds and no other fields need to be completed
- If selecting "No", then no other fields need to be completed
- If this program area does not apply to your district, then select N/A
- "Mark As Complete" must be checked before the Intent to Apply can be submitted
- Click "Save Form" and continue to scroll to finish completing the rest of the form

Title II

When **Estimated Allocations** are released, they will be posted for review.

Yes: If selecting "Yes", the district signifies its intent to accept Title II funds. All other fields must be completed.

Yes-Transfer: If selecting "Yes-Transfer", the district signifies its intent to transfer Title II funds and no other fields need to be completed.

Yes-Comingle: If selecting "Yes-Comingle", the district signifies its intent to comingle Title II funds and no other fields need to be completed.

No: If selecting "No", then no other fields need to be completed.

N/A: If this program area does not apply to your district, then select N/A.

Mark As Complete: "Mark As Complete" must be checked in each section before the Intent to Apply can be submitted.

Title II Intent to Apply:

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

a. Ensure that professional development activities for paraprofessionals, and coordinated with professional development activities provided through other Federal, State, and local programs. §2103(F).

b. System of professional growth and improvement, consistent with the requirements of §2102(b)(2)(B), and opportunities for building the capacity of teachers and opportunities to develop meaningful teacher leadership is established.

Test **test** **04/18/2022**

Title II Authorized Representative Signature Position Date

tester@email.com **701-555-5555**

Email Phone

Save Form

Title III Section (All districts must complete this section)

Select Yes or No from the dropdown to signify the district's intent regarding the acceptance of Title III funds.

- If selecting "Yes", the district signifies its intent to accept Title III funds; all other fields must be completed
- If selecting "No", then no other fields need to be completed
- "Mark As Complete" must be checked before the Intent to Apply can be submitted
- Click "Save Form" and continue to scroll to finish completing the rest of the form

The screenshot shows the 'Title III' section of a form. At the top, a blue banner contains instructions: 'When Estimated Allocations are released, they will be posted for review. All districts must complete this section. Yes: If selecting "Yes", the district signifies its intent to accept Title III funds. All other fields must be completed. No: If selecting "No", then no other fields need to be completed. Mark As Complete: "Mark As Complete" must be checked in each section before the Intent to Apply can be submitted.' A red arrow points to a 'Save Form' button in the top right corner. Below the banner, a dropdown menu for 'Title III Intent to Apply (All districts must complete):' is shown with 'Yes' selected. A red arrow points to this dropdown. The main form area is enclosed in a red box. It contains several questions with 'Yes' and 'No' buttons: 'Are you the fiscal agent for a Title III grant?', 'If no, do you currently participate in or do you wish to participate in a Title III consortium/co-op?', and 'If yes, with which Title III consortium/co-op do you currently participate, or do you wish to participate?'. A dropdown menu for the consortium is open, showing options like 'CREA-Bismarck', 'RRVEC-Grafton', 'GN/VEC-McKenzie County', 'SEEC-Mapleton', and 'RESP-Belfield'. Below these are fields for 'Title III Authorized Representative Signature', 'Position', 'Date', 'Email', and 'Phone'. A red arrow points to the 'Save Form' button in the bottom right corner.

Title IV Section (All districts must complete this section)

Select Yes or No from the dropdown to signify the district's intent regarding the acceptance of Title IV funds.

- If selecting "Yes", the district signifies its intent to accept Title IV funds; all other fields must be completed
- If selecting "Yes-Transfer", the district signifies its intent to transfer Title IV funds and no other fields need to be completed
- If selecting "Yes-Comingling", the district signifies its intent to comingling Title IV funds and no other fields need to be completed
- If selecting "No", then no other fields need to be completed
- If this program area does not apply to your district, then select N/A
- "Mark As Complete" must be checked before the Intent to Apply can be submitted.
- Click "Save Form" and continue to scroll to finish completing the rest of the form

Title IV

When **Estimated Allocations** are released, they will be posted for review.
 Yes: If selecting "Yes", the district signifies its intent to accept Title IV funds. All other fields must be completed.
 Yes-Transfer: If selecting "Yes-Transfer", the district signifies its intent to transfer Title IV funds and no other fields need to be completed.
 Yes-Comingle: If selecting "Yes-Comingle", the district signifies its intent to comingle Title IV funds and no other fields need to be completed.
 No: If selecting "No", then no other fields need to be completed.
 N/A: If this program area does not apply to your district, then select N/A.
 Mark As Complete: "Mark As Complete" must be checked in each section before the Intent to Apply can be submitted.

Title IV Intent to Apply:

- Yes
- Yes-Transfer
- Yes-Comingle
- No
- N/A

Title IV Authorized Representative Signature _____ Position _____ Date _____
 Email _____ Phone _____

Save Form

Nonpublic School Equitable Services and Participating Nonpublic Schools Section (If applicable)

If the district has no participating nonpublic schools for equitable services, then this section does not need to be completed.

- Click "Edit Form"
- Click "Save Form"
- Click "Add Row"
- "Add Row" for each participating nonpublic school building, the grade span, and program participation selections
- "Mark As Complete" must be checked before the Intent to Apply can be submitted
- Click "Save Form"

Nonpublic School Equitable Services and Participating Nonpublic Schools

Federal law requires districts to contact and inform area nonpublic schools of participation in available federally funded programs. The district assures each nonpublic school has been contacted with timely, meaningful consultation confirming their intent to participate in equitable services for federal Title IV programs. These are not additional funds. A proportionate share of the district's federal Title funds will be allocated and obligated for equitable services to participating nonpublic schools. If the district has participating nonpublic schools and intends to provide equitable services: Click "Add a Row" for each participating nonpublic school building, the grade span, and program participation selections. If the district has no participating nonpublic schools for equitable services: This section does not need to be completed.
 Mark As Complete: "Mark As Complete" must be checked in each section before the Intent to Apply can be submitted.

Name of Private School:

Program Participation (Check all that apply):

- ☐ PK
- ☐ K
- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5
- ☐ 6
- ☐ 7
- ☐ 8
- ☐ 9
- ☐ 10
- ☐ 11
- ☐ 12

Program Participation (Check all that apply):

- ☐ Title I
- ☐ Title II
- ☐ Title III
- ☐ Title IV
- ☐ Transfer

Save Form

- "Mark As Complete" must be checked before the Intent to Apply can be submitted

Intent to Apply, Assurances, and Certifications

Complete all applicable sections on this form. When **Estimated Allocations** are released, they will be posted for review.
 Yes: If selecting "Yes", the district signifies its intent to accept the federal funds based on the eligibility of each federal program, and all other fields for that program must be completed.
 No: If selecting "No" for any program area, then no other fields need to be completed for that program.
 N/A: If a program area does not apply to your district, then select N/A.
 Mark As Complete: "Mark As Complete" must be checked in each section before the Intent to Apply can be submitted.

Mark as Complete

- Verify there is a green check mark for each section in the "Complete" column
- Click on "Submit Application" when you are ready to submit the Intent to Apply

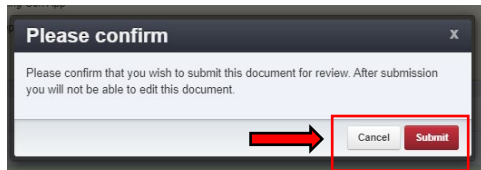
Application Details

Application is in compliance and is ready for Submission!

Component	Complete?	Last Edited
General Information	✓	Apr 16, 2024 11:11 AM - DPI Tester
Intent to Apply, Assurances, and Certifications 24-25	✓	Apr 16, 2024 2:39 PM - DPI Tester

Preview Application **Submit Application** **Ask a Question**

- A “Please confirm” window will pop up for you to verify you are ready to submit
- Click the red “Submit” button to submit your Intent to Apply
- If you are not ready to submit, click “Cancel” to go back to edit or submit later



- Once you have submitted the Intent to Apply, the status of the pre-application will be listed as “Submitted”

46464	Submitted	Pre-Application	NDDPI 2024-2025
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