

Agency Nam	e (Grantee)	Grantee Contact Person			Telephone Number	Cell Phone Number	
Mailing Address		City	State	ZIP	Code Code	Budget/Project Period (
						From	То
Adult Education		itle I itle I Program Improvement tate Funding	☐ Refugee ☐ STEEP ☐ Title III – LEP ☐ Title III – IMM ☐ Title IV			☐ Title II A ☐ Title II B ☐ Title VI ☐ Other:	
Object Code		Amounts of Funds Requested	Amounts Approved		pproved	Comments	
110 Certified Personnel Salary							
	rtified personnel Salary						
200 Employ	vee Benefits						
	sed Professional & ical Services						
400 Purcha	sed Property Services						
500 Other Purchased Services							
600 Supplies & Materials							
700 Property & Equipment							
800 Other C							
900 Other Use of Funds							
950 Unobligated							
	Subtotal						
Administration (Not available with all grants)							
Grand Total							
Object/ID			Object/II	D			
Code		ample s for certified personnel including	Code		Example		
110	Certified Personnel – Salaries for certified personnel including teachers, substitute teachers, stipends to staff for attending workshops held after regular school hours.		400		Purchased Property Services – Repair of Equipment		
120	Non-certified Personnel – Salaries for non-certified personnel including aides, paraprofessionals, bus drivers, secretaries.		500		Other Purchased Services – Expenditures for staff travel, including mileage, airline tickets, taxi fares, meals, lodging		
200	Employee Benefits – Payments that are not part of gross salary made on behalf of employees; i.e., insurance, Social Security, retirement, unemployment compensation, Workers Compensation, annual leave, sick leave. School districts paying stipends to staff must pay benefits for those stipends.		600		Materials & Supplies – Expendable items that are consumed, worn out, or deteriorated in use; freight, books, school supplies, periodicals/subscriptions, software, software applications		
300	Purchased Professional & Technical Services – Purchased services for which the district has a contract on file including: speaker fees, professional development on site, auditors, consultants, etc.				Property & Equipment – Includes items such as document cameras, iPods, iPads, computers, printers. These items must be tagged as being purchased with Title I funds.		
			800		Other Objects – Dues, Memberships, Registration Fees (includes license fees)		
Name of Loca	l Authorized Representative	Title	Signature			,	Date
FOR DEPARTMENT USE ONLY							
Date Receive	ed	Amount Approved	Approved ☐ Yes ☐ No				Date Approved
Signature-Coordinator						Date	
Signature-Director							Date