



# APPLICATION FOR 21<sup>ST</sup> CENTURY COMMUNITY LEARNING CENTER (CCLC) GRANTS

NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION

TITLE IV Part B

SFN 53515 (04/2018)

## Applicant Information

Applicant Name		Tax ID Number	
School District Name			
Name of Authorized Representative for Applicant		Title of Authorized Representative for Applicant	
Mailing Address		Telephone Number	
City		State	ZIP Code
E-mail Address		Fax Number	
Name of Project Director			
Address		Telephone Number	
City		State	ZIP Code
E-mail Address		Fax Number	
Type of Applicant (check only one)			
<input type="checkbox"/> Local Education Agency <input type="checkbox"/> Faith Based Organization <input type="checkbox"/> Community Based Organization			
<input type="checkbox"/> Regional Education Program <input type="checkbox"/> Consortium <input type="checkbox"/> Other (specify)			

**Authorized Representative Signature:** The authorized representative is the individual authorized to sign all 21<sup>st</sup> CCLC documents, as well as Request for Funds.

I hereby certify that all data in this application are true and correct. The document has been duly authorized by the governing body of the applicant. The applicant will comply with the attached assurances if assistance is rewarded.

Authorized Representative's Printed Name	Authorized Representative's Signature	Date

**Program Abstract**

Descriptive Title of Applicant's Project
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Proposed Project Dates (All projects must start on July 1)

Start Date July 1,	End Date June 30,	Estimated Funding
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Program	Funding Amount
Federal	\$
Applicant	\$
State	\$
Local	\$
Other	\$
Program Income	\$
<b>Total Funding</b>	<b>\$</b>

Student Populations Served (check all that apply)  
 Elementary School     Middle School     High School

Types of Community Partners (check all that apply)

<input type="checkbox"/> National Organizations (e.g., Boys & Girls Clubs, YMCA/YWCA, Big Brothers/Big Sisters)	<input type="checkbox"/> Libraries or Museums
<input type="checkbox"/> Community-Based Organizations (local nonprofits or foundations)	<input type="checkbox"/> Businesses
<input type="checkbox"/> County or Municipal Agencies (e.g., police, parks & recreation, Social Services)	<input type="checkbox"/> Colleges or Universities
<input type="checkbox"/> Faith-Based Organizations	<input type="checkbox"/> Hospitals/Clinics/Health Providers
<input type="checkbox"/> Other	

List the name of each partner with the 21<sup>st</sup> Century Community Learning Center.

Program Summary and Abstract Services (check all that apply)

<input type="checkbox"/> Reading or Literacy	<input type="checkbox"/> Mathematics	<input type="checkbox"/> Youth Development	<input type="checkbox"/> Art, Music, Dance, Theater	<input type="checkbox"/> Sports or Recreation
<input type="checkbox"/> Community Service	<input type="checkbox"/> Science	<input type="checkbox"/> Health, Nutrition	<input type="checkbox"/> Technology, Video or Media	<input type="checkbox"/> Services for Adults
<input type="checkbox"/> Cultural Activities, Social Studies	<input type="checkbox"/> Other			

Operating Hours (check all that apply)

<input type="checkbox"/> After school	<input type="checkbox"/> Weekend	<input type="checkbox"/> Summer	<input type="checkbox"/> Before School
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**Program Abstract (continued)**

Briefly, describe and provide an update of the programs' goals, services and activities, and planned participants.



**Budget**

Name of Applicant
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Object Number		Amounts of Funds Requested
110	Professional	
120	Non Professional Salaries	
200	Employee Benefits	
300	Purchased Professional and Technical Services	
400	Maintenance of Equipment	
580	Travel	
600	Materials and Supplies	
730	Equipment (items of \$750 value or more)	
800	Dues, Memberships, Registration Fees	
	Administration – (5% of awarded grant)	
	<b>Grand Total of Funds Requested</b>	

Object/ID Code	Example	Object/ID Code	Example
110	Professional salaries – salaries paid to certified individuals; i.e., certified teachers.	400	Maintenance – repair of equipment.
120	Non-professional salaries – salaries paid to other staff that are not certificated; i.e., paraprofessionals, secretaries, teachers' aides, bus drivers.	580	Travel – 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 employee; i.e., insurance, Social Security, retirement, unemployment compensation, Workers Compensation, annual leave, sick leave.	600	Materials/Supplies – Expendable items that are consumed, worn out, or deteriorated in use; includes equipment that costs less than \$750, freight, books, school supplies.
300	Contracted services – services performed by those with specialized skills and knowledge; i.e., school management support activities, data processing, management consultants, auditors, accountants, lawyers.	730	Equipment – Includes equipment that costs more than \$750.
		800	Dues, Memberships, Registration Fee
Signature of Local Authorized Representative			Date

**For Department Use Only**

Signature- 21 <sup>st</sup> CCLC Program Administrator	Date
Signature- Office Director	Date



## CERTIFICATION AND ASSURANCES

### General Assurances

The Applicant assures it:

- Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application;
- Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain;
- Will initiate and complete the work within the applicable time frame after receipt of approval of the award;
- Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute (s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application;
- Will transport students only in vehicles that meet applicable safety standards;
- Developed the program and it will be carried out in active collaboration with the schools the students attend;
- Will assure students who attend are from schools eligible for Title I schoolwide programs or high poverty schools;
- Will use funds under the program to increase the level of State, local and other non-Federal funds that would, in the absence of the 21<sup>st</sup> Century Community Center Learning funds, be made available for authorized programs and activities, and will not supplant Federal, State, local, or non-Federal funds;
- Will after the submission, provide for public availability and review of the application and any waiver request;
- Developed the program and it will be carried out in active collaboration with the schools the students attend; If a public or private organization, other than an elementary, middle or secondary school.
- Will conduct the program in a safe and easily accessible facility that complies with all health, fire and safety requirements; facilities other than an elementary, middle, or secondary school must be at least as available and accessible to the participants as if the program were located in an elementary or secondary school;
- Complies with the requirements outlined in the publication "General Requirements for Federal Program" compiled by the Department of Public Instruction;
- Complies with state and federal laws and regulations applicable to use of federal title funds for these programs;

General Assurances (continued)

- Complies with Executive Order 12549 regarding debarment and suspension, which states that neither the applicant nor its principals, nor any proposed partner are presently debarred, suspend, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any transaction by any federal department or agency;
- Will coordinate and collaborate, to the extent, feasible and necessary as determined by the applicant, with other agencies providing services to children, youth, and families, including health and social services;
- Consults with and involves parents in planning for the education of children served by this programs;
- Has provided an opportunity to the qualified nonpublic schools and home-based education in its district to participate in this title program and has provided timely and meaningful consultation with nonpublic schools officials;
- Supplements rather than supplants existing local, state, or federal funds;
- Will control the funds and administer the funds and any property purchased with the funds to the extent required by the authorizing statutes;
- Will adopt and use proper methods of administering this program, including the enforcement of any obligations imposed by law for carrying out each program and correcting any deficiencies in program operations that may be identified through audits, monitoring, or evaluations;
- Will keep such records and provide such information to NDDPI as may be reasonably required for fiscal audit and individual program evaluation consistent with the responsibilities of NDDPI;
- Will cooperate in carrying out any evaluation of the programs conducted by or for the State Educational Agency, the Secretary of Education, or other federal officials;
- Will submit reports to the State Educational Agency and the Secretary of Education to enable them to perform their duties under this program and maintain records, provide information, and afford access to the records to enable them to carry out their duties;
- Afforded a reasonable opportunity for public comments, and considered such comments, before the Application was submitted to NDDPI, and that the Application and any waiver request is available for public review;
- Will or will continue to provide a drug-free workplace as required by law.
- Will conduct background checks including fingerprinting of **all** personnel (paid or volunteer) who will have direct contact/interaction with students involved in the program. NOTE: Certified teachers who hold a valid North Dakota Educators License and have completed the background check and fingerprinting as a requirement at licensure are exempt.
- Abides by all Federal and State regulations with regard to the collection of program fees.

The authorized representative of the above-named Applicant certifies that he or she has read and understands the assurances contained in this document and that the Applicant complies with these assurances.

Signature of Authorized Representative of Applicant	Date
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