

ASSURANCES

(Taken from pages 6-7 of the Vocational-Technical Education Enhancement Grant Planning Guide and Administrative Manual.)

The applicant must assure that:

- A. Fiscal and property management control, and fund accounting procedures are in place and operational.
- B. Funds from local sources will be allocated and expended for instructional equipment for occupational career education programs as described in the grant proposal in an amount equal to or greater than twenty-five percent (25%) of the grant expenditure for this purpose.
- C. Funds from local sources will be allocated and expended for allowable purposes other than instructional equipment as delineated in the grant proposal in an amount equal to or greater than fifty percent (50%) of the grant expenditure for these purposes.
- D. Expenditure of grant funding shall align with the budget approved by the Department of Elementary and Secondary Education, or subsequent state-approved budget revisions.
- E. An advisory committee meeting the requirements of 5 CSR 20-200 (2)(B) has been established and the names and affiliation of each member is available for review at the local level.
- F. The grant recipient will comply with all reporting requirements of the Department relating to this grant award program.
- G. Secondary student performance standards have been or will be established within the district that lead to or qualify students for graduation, and these standards will be revised to meet or exceed the Missouri Learning Standards adopted by the State Board of Education.
- H. Prior to the close of the fiscal year of the grant award, a plan will be developed, with the assistance of the prescribed advisory committee, to ensure that graduates proceed to a college or a high wage job with work place skill development opportunities (applies only to local education agencies and/or institutions of postsecondary education that have not previously received grant funds).
- I. Prior to the close of the fiscal year of the grant award, a report will be forwarded to the Department describing the accomplishments made toward the implementation of the plan to ensure that graduates proceed to a college or a high wage job with work place skill development opportunities and any modifications to the initial plan (applies only to local education agencies that have previously received grant funds).
- J. Funds for facility improvement must be detailed in the request for grant funding and approved by appropriate personnel at the Department. Any facility improvement or renovation expenditure charged to grant funds, in total or in part must be directly tied to improved instruction and learning, and must comply with grant guidelines for allowed and disallowed costs, as detailed on page eight (8) of this 6 guide, and all federal, state, and local building codes, and with the accessibility requirements specified by the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973.

K. All equipment and non-consumable supply purchases must be physically located in the instructional area approved in the grant application unless explicit approval is obtained from appropriate Department personnel, or disposed of under Department regulations regarding equipment disposition.

L. Records for this grant should be kept for a period of three years and provide such information as may be necessary for the fiscal program auditing and for program evaluation; and the grantee shall provide the Department, or its designee any information it may need to carry out monitoring, auditing, or evaluative responsibilities under the programs.

M. All expenditure of funds awarded through this grant shall be in accordance with fiscal allowances and limitations identified within this document.

N. Electronic, online submission of an application for Vocational-Technical Education Enhancement Grant funding shall be considered as bearing the electronic signature of chief administrator of the school or community college district, and such action indicates full acceptance of all assurances by the applicant.

O. All grant funds must be incurred and expended, not merely encumbered, prior to March 31, 2019, and all requests for reimbursement of expenditures with grant funding shall be submitted by the grantee no later than that same date.

P. All grant awardees must submit a Final Expenditure Report (FER) not later than March 31, 2019. Failure to do so may cause that grant recipient to be ineligible for a grant award the following year