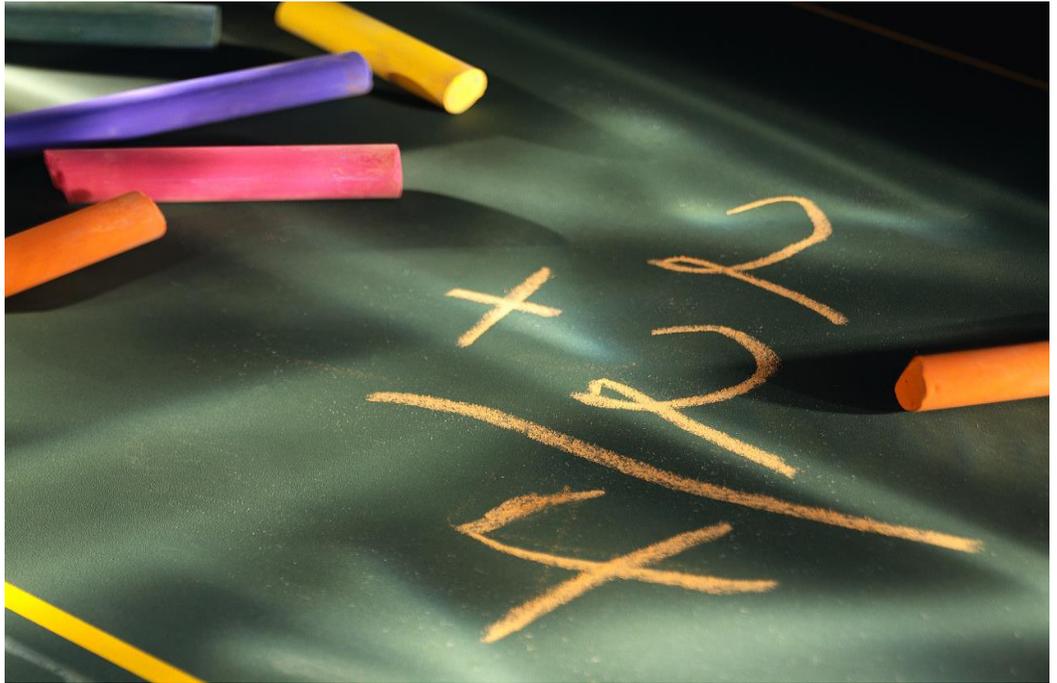


Local Consolidated Plan (LCP)

2024-2025



2024-2025

LCP Application Reference Guide

Assurances Due: June 7, 2024

Application Due: September 30, 2024

<https://apps.ksde.org/authentication/login.aspx>

An Equal Employment/Educational Opportunity Agency

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 SW Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201

LCP Web Application Reference Guide

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Page 67-69 **District Checklist – Before submittal to KSDE, please review this checklist to eliminate any outstanding issues that the web program does not check for accuracy and/or completion.**

HEADS UP Technical and Program Notes

Technical Notes:

Browser Requirements	<p>For the LCP Application, KSDE supports the following internet browsers:</p> <ul style="list-style-type: none"> • Microsoft Edge (version 18 or newer) • Apple Safari (version 12.1 or newer) • Google Chrome (version 76 or newer) • Mozilla Firefox (version 68 or newer) <p>If you are having issues viewing the LCP Application, please contact the KSDE IT Help Desk at (785) 296-7935 or send an e-mail to the LCP Help inbox at LCPHelp@ksde.org. Please include the type of computer and browser version you are using.</p>
Session Time Out	After 45 minutes of inactivity (no <i>Save</i> or <i>Calculate Totals</i>), you may need to log in again.
Set Up Bookmarks	<p>It is a good idea to set up bookmarks for the following LCP Application sites.</p> <ol style="list-style-type: none"> 1. LCP System login screen: https://apps.ksde.org/authentication/login.aspx 2. LCP Application information page (due dates, help information, etc.): http://www.ksde.org/Default.aspx?tabid=676.

Program Notes:

Save Button	Data will be lost if the <i>Save All</i> button is not clicked before leaving each screen.
Indirect Cost Amount	<p>Budget Grids:</p> <ol style="list-style-type: none"> a. Taking Indirect Cost – Budget for everything except indirect cost amount and the remaining amount will automatically appear in the budget grid under <i>Indirect Cost</i> column. b. Not taking Indirect Cost – Budget entire amount in the grid and no amount will show up under <i>Indirect Cost</i> column. <p>Allowable Activities for Title IIA, Title III, Immigrant, Title IVA, Migrant:</p> <ol style="list-style-type: none"> a. Use of the indirect cost is optional. b. If Indirect Cost is taken for any of these programs, <u>be sure to include that amount in calculating the Public and Non-Public Funding Amounts.</u>
Error Messages	<p>For each page:</p> <p>Error checking will be done for each screen once the <i>Save All</i> button has been clicked. To view the errors, scroll to the bottom of the page and click the 'Show Details' link. If the 'Stop Submit' checkbox has a checkmark, this means the error must be corrected before the LCP Application can be submitted. Once any necessary changes are made, the <i>Save All</i> button must be clicked to re-run the error checking for the page.</p> <p>It is a good practice to periodically save and review any errors.</p> <p>Note: Error checking will be done for the Budget Grid when the <i>Calculate Totals and Save</i> button is clicked, but it may not run the error checking for the entire page.</p> <p>For the entire LCP Application:</p> <p>To review the error messages for the entire LCP Application, click on the 'Submit for Approval' menu link and the errors from all the pages will be listed. Click on the page link to be returned to the page that has the error.</p>
Building Allocations	<p>Buildings:</p> <p>The buildings will be pre-populated based on the information in the KSDE Directory. If any of this information is incorrect, or if a building is not listed, the <u>District must update the KSDE Directory</u> through the 'Directory Update' program in order to display the correct information.</p>

Local Consolidated Plan Web Application Basic Overview

There are five (5) basic steps to complete in order for the user to view, input, update and/or submit data. Following is a basic overview and directions for each screen.

If the user requires more in-depth directions, refer to the page number under the column, Screen Name, and view the screen and directions for completion of that screen.

Access the 2024-2025 Local Consolidated Plan Application from the 'LCP System' menu link at the following location: <https://apps.ksde.org/authentication/login.aspx>. You may want to bookmark this page or add it to your favorites. Note: To access the LCP Application for the previous years, go to the same location.

Before proceeding, it is important to know which version of your computer's web browser you are using. You can determine this by clicking "Help", and then click on "About Internet Explorer". For the LCP Application, KSDE supports the following internet browsers:

- Microsoft Edge (version 18 or newer)
- Apple Safari (version 12.1 or newer)
- Google Chrome (version 76 or newer)
- Mozilla Firefox (version 68 or newer)

Steps	Screen Name	Basic Directions
Step 1		<ol style="list-style-type: none"> 1. Enter a user ID/Password (LCP Contact / LEA district personnel/Consortium personnel). 2. Click the 'Login' button.
Step 2		<ol style="list-style-type: none"> 1. Click on the 'LCP System' menu link. 2. When the 'LCP System' menu opens, click on the 'LCP Application' menu link.
Step 3		<p>Note: The first time when the LCP Application is opened, click on the 'Open 2025 LCP Application' button.</p> <ol style="list-style-type: none"> 1. Choose 2024-2025 (or appropriate year) Cycle 1 – Click on the Select Cycle link, then click on the menu on the left-hand side for the desired screen. <i>Note: Make sure that the desired Year / Cycle displays in the header of the page.</i> 2. Cycle 1 = initial application Cycle 2 = first amendment (budget) Cycle 3 = second amendment (budget), etc. <p><i>Note: There is a limit of 5 Cycles.</i></p>
Step 4		<ol style="list-style-type: none"> 1. On the left side of the screen is a Menu listing for each screen. 2. First, review the District Information for accuracy. 3. Second, complete the Allocations page. 4. Proceed to the other screens. <p><i>Note: Screens where funds are retained will be required.</i></p>
Step 5		<ol style="list-style-type: none"> 1. Only the LEA personnel that have login identification as "District Submit" will have access to the Submit button. 2. This individual will sign off on the Assurances and verify accuracy and completion of the application.

Login Screen – Help

Step 1

Login Information



Common Authentication Login

User Name:

Password:

Login

[Forgot Your Password?](#)

KSDE applications support the following browsers: for Microsoft Windows - Internet Explorer (IE) 10, IE 11 when run in compatibility mode; for Macintosh - Firefox v27 to v44.0

[Need help?](#) Click on the help icon for a series of Flash tutorials about the User Login.

Registering



New User Registration

If you have not yet registered to have an individual login and password for accessing KSDE web applications, click here to register.

Register

Footer Information

System Maintenance Notices

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Teacher Licensure and Accreditation: (785) 296-2288
IT Help Desk: (785) 296-7935
900 SW Jackson, Suite 106
Topeka, KS 66612

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Login Information

If you have a User Name/Password on file with KSDE, complete the following steps to access your district's LCP in order to input, update and/or submit:

- Type in your USER NAME (a minimum of 8 characters and is case sensitive; must have at least one uppercase letter and one lowercase letter)
- Type in your PASSWORD (a maximum of 15 characters and is case sensitive)
- Use the mouse to click on the *Login* Button or hit ENTER.

Note: There is not a Public (Read-Only) Access point to the LCP System, so it will be necessary to have a User Name and Password.

The people that will need to register in order to access the 'LCP System' will be the district LCP Contact and other district-level personnel, the district superintendent, the Consortium personnel and KSDE Title Programs and Services Staff.

Note: *If you have problems logging in to the 'LCP System', contact the KSDE IT Help Desk at (785) 296-7935.*

Registering

If you do not have a User Name/Password for accessing the KSDE web applications, you will first need to register.

- Click on the *Register* button.
- Once you have registered your contact information, you will receive an e-mail confirming your registration. After your request has gone through the KSDE approval process, you will receive a confirmation e-mail, and you will be able to access the 'LCP System', which contains the LCP Application.

Footer Information

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

KSDE User Registration – Help

KSDE User Account Management

[Back to Login Page](#)

* Indicates required field.

Contact Information

Manage KSDE User Account for User Name nicoleadawn

First Name:*

Last Name:*

Phone #:

Email Address:*

Access Information

Please select the applications that you would like to access:

Application Name	Application Access Level
<input type="checkbox"/> Accreditation System	KSDE Read Only KSDE Admin
<input checked="" type="checkbox"/> AMOSS - Academic Measures of Student Success	KSDE Internal
<input type="checkbox"/> Annual Statistical Report(10E)	KSDE Internal KSDE Consultant (Read Only)
<input type="checkbox"/> Assessment and Accountability Communications	KSDE Internal KSDE Consultant
<input type="checkbox"/> Auditor App 2016	State Update State Admin
<input type="checkbox"/> Auditor App 2017	State Update State Admin
<input type="checkbox"/> Auditor File Exchange	State Auditor Entry KSDE Admin
<input type="checkbox"/> Auditor Files	KSDE User KSDE Admin
<input checked="" type="checkbox"/> ACP System	Auditor Read Only KSDE User
<input type="checkbox"/> ACP Forms	KSDE
<input type="checkbox"/> License Application	KSDE
<input type="checkbox"/> Measurable Objectives	KSDE Internal KSDE Consultant (Read Only)
<input type="checkbox"/> Migrant2	KSDE Admin KSDE Auditor View Only
<input type="checkbox"/> NIAPS	KSDE Admin
<input checked="" type="checkbox"/> Neglected or Delinquent	State Admin State Audit

Login Information

Please enter a login ID and password.

Login ID:*

Change Your Password (Optional):

New Password:

Please reenter your new password:

Please enter a password that contains at least 8 characters and at least one uppercase letter, one lowercase letter, and one number or special character.

Password Reminders

IN CASE YOU FORGET YOUR PASSWORD:

Enter your birthdate, then choose a question to which only you know the answer and which has nothing to do with your password. If you forget your password, we'll verify your identity by asking you to enter your birthdate and the answer to this question.

Birthdate (MM/DD/YYYY):*

Question:*

What is my dog's name?

Answer (this field is case-sensitive):*

Submit

Footer Information

Contact Information

In the 'Contact Information' section, enter the following information:

1. Enter the contact person's First Name
2. Enter the contact person's Last Name
3. Enter the contact person's Phone Number
4. Enter the contact person's Email Address
5. In the 'Organizations' section, enter the District information, and
6. Enter 'All Buildings' in the drop-down list since this is a district-level report.

Access Information

In the 'Application Access' section, select the following information:

1. Click on 'LCP System' in the Application Name column
2. Highlight either the 'District Update' or the 'District Submit' selection in the Application Access Level column

Note: 'District Update' – Access to enter and print all report data, but does not have Submit permissions. 'District Submit' – Access to enter and print all report data and has access to submit the report.

Login Information

In the new login information section, enter the following information:

1. Enter a Login ID (case-sensitive)
2. Enter a Password, then re-enter your Password for verification (case-sensitive)

Passwords will need to contain the following:

- At least 8 characters
- At least one uppercase letter
- At least one lowercase letter
- At least one number or special character

Password Reminders

In the 'In Case You Forgot Your Password' section, enter the following information to allow KSDE to provide you with the saved information:

1. Enter the contact person's birth date
2. Enter a 'Hint' question
3. Enter the answer to the 'Hint' question

Footer Information

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Once each of these sections has been completed, click the **Submit** button.

You will be notified by e-mail from KSDE once your registration has been approved and completed, and at that point you will be able to access the LCP System.

Login Screen - Help

Login Information

Forgotten Password

Footer Information

Common Authentication Login

User Name:

Password:

Login

[Forgot Your Password?](#)

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[Need help?](#) Click on the help icon for a series of Flash tutorials about the User Login.

New User Registration

If you have not yet registered to have an individual login and password for accessing KSDE web applications, click here to register.

Register

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KSDE General Counsel
900 SW Jackson
Topeka, KS 66612
785-296-3201

Login Information

If you have a User Name/Password on file with KSDE (including all KSDE web applications), complete the following steps to access your district's LCP System in order to input, update and/or submit.

- Type in your USER NAME (case-sensitive)
- Type in your PASSWORD (case-sensitive)
- Use mouse to click on the *Login* button or hit the ENTER key

Password on file –

- This information has been submitted and is on file with the Kansas Department of Education.
- Depending on the submitted User Name designation, users will be able to input/update data and submit/approve the LCP Application.

Forgotten Password

Forgot Your Password?: If you have a User Name/Password on file, but have forgotten your password:

- Click on the [Forgot Your Password?](#) link
- From the 'Forgot Your Password' screen, enter your Username (case-sensitive) and click the *Submit* button
- Enter your birth date, answer the question you set up (case-sensitive) and then type a new password.
- Click the *Submit* button

Footer Information

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Application Menu - Help

Menu Options

Account Links

Footer Information

Leadership and support for student learning
Kansas
state department of
Education

Kansas State Department of Education
KSDE Web Applications

Click a link below.

- 1. ARRA LCP System
- 2. LCP System
- Manage My Account
- Logoff

System Maintenance Notices

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Help Desk: (785) 296-7935
Front Desk: (785) 296-3201
FAX: (785) 296-7933
120 SE 10th Avenue
Topeka, KS 66612-1182

All sessions with this server are subject to the [KSDE Use Policy](#) and will be monitored and logged. Disconnect now if you do not consent to having your actions monitored and logged, or if you do not agree to comply with the [KSDE Use Policy](#).

Menu Options

This area will include the name(s) of the web reports the user has access to.

Directions:

1. On the 'KSDE Web Applications' menu, click on the LCP System link.

Note: If the 'LCP System' link is grayed out, it is pending approval from your district's superintendent.

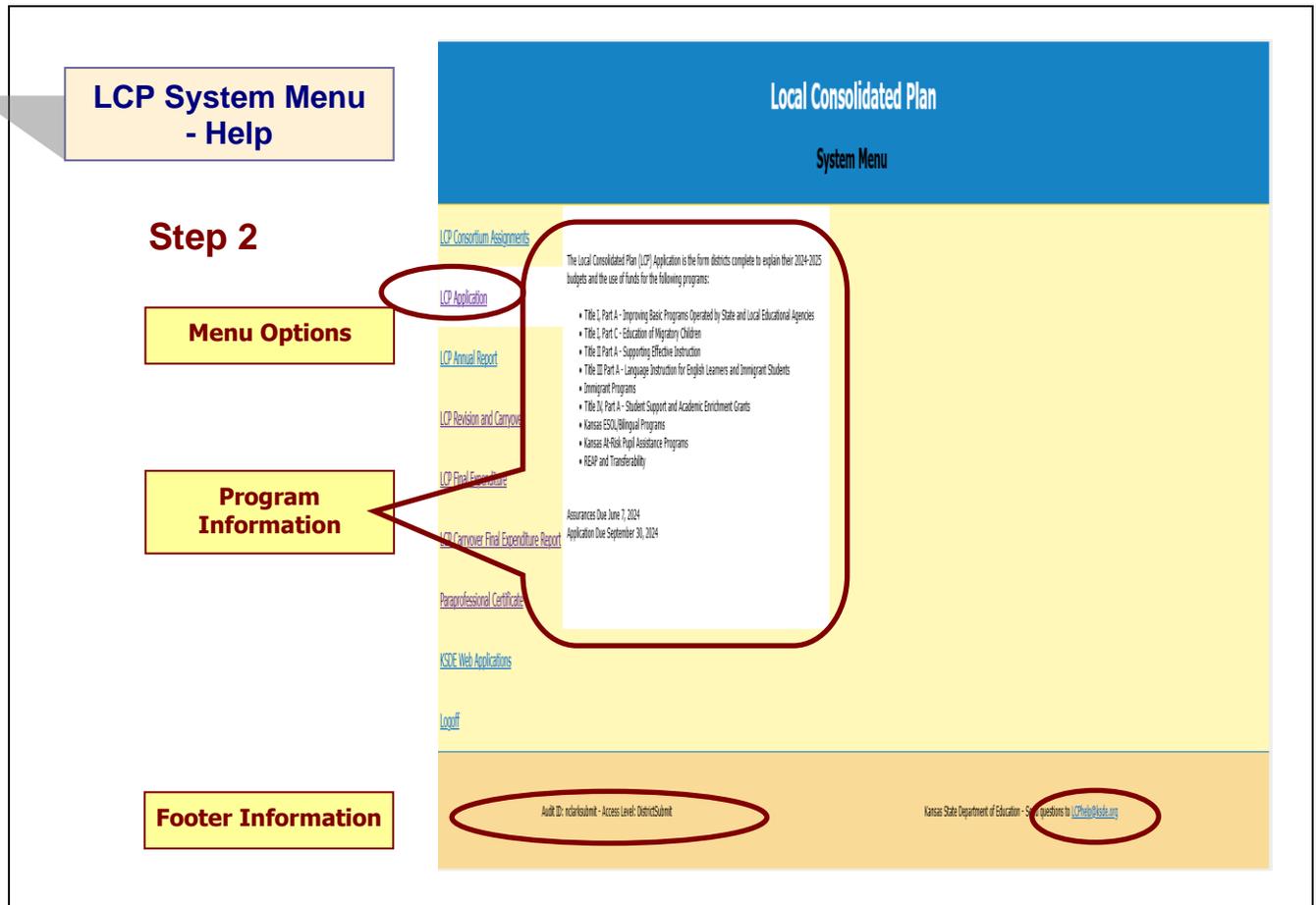
Account Links

Manage My Account link: This link will open the 'Manage KSDE User Account' page, where the user's information can be updated.

Logoff link: This link will open 'KSDE User Login' page, and the user will be logged out of the KSDE system.

Footer Information

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.



Menu Options

The following menu options will be available in the LCP System:

- **LCP Consortium Assignments** – this program is where Districts indicate whether they are retaining or relinquishing their program funds for the upcoming school year. If relinquishing funds, they will specify where their funds will be relinquished to.
- **LCP Application** – this program is where Districts budget their allocated program funds for the current school year.
- **LCP Annual Report** – this program is where Districts enter data for the number of students served with program funds for the past school year.
- **LCP Revision & Carryover** – this program is where Districts enter any revised budget information and request to carry over funds in to the next fiscal year.
- **LCP Final Expenditure Report** – this program is where Districts enter any final expenditure information.
- **LCP Carryover Final Expenditure Report** – this program is where Districts enter any carryover final expenditure information.
- **KSDE Web Applications** – This selection will take the user to the KSDE Authentication system while still logged in. The available KSDE applications for the user will be displayed.
- **Logout** – This selection will log the user out of the KSDE Authentication system.

The different menu options can be accessed without having to log out of the KSDE Authentication system.

Program Information

When any of the selections for the 'LCP System' is highlighted with the mouse pointer, an information section will open to the right which will list general information for the program, along with the current Due Date.

Footer Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

Select Cycle / Year - Help

Help Information

Header Information

Step 3

Application Menu

Cycle Links

Footer Information

The screenshot shows the LCP Application interface. At the top, there is a header with the LCP Application logo and navigation links. Below the header, there is a table of cycles with columns for Select Year, District, Cycle, Status, Submit Date, Approval Date, Disapproval Date, Edit by, and Edit Date. The table lists various cycles from 2007-2008 to 2023-2024. A navigation menu on the left side of the screen lists various options such as Home, Select Year / Cycle, LCP System Menu, Logout, Application, Allocations, District Information, Federal, Title I, Building Allocations, Step 1, Step 2, Step 3, Parent Involvement, Homeless, Title IIA, Title III, Immigrant, Title I/A, Migrant, School Readiness, English Language Arts (ELA) and Mathematics, Graduation/Completion of a High School Diploma, Non-Instructional Support Services, Non-Public Information, Amendment Revisions, Program Budget Summary, Comments, Reports, GEPA, Assurances, and Submit for Approval. The footer contains contact information for the Kansas State Department of Education and a link to the LCP Application help page.

Select Year	District	Cycle	Status	Submit Date	Approval Date	Disapproval Date	Edit by	Edit Date
Select Cycle 2023-2024	00323	1	Open	10/17/2023 6:45:17 PM	11/15/2023 3:31:05 PM		ncarkesubmit3	7/25/2024 2:23:00 PM
Select Cycle 2022-2023	00323	1	Approved	6/5/2023 9:07:06 PM	11/17/2023 12:52:23 PM		ttocedman	11/15/2023 3:31:05 PM
Select Cycle 2021-2022	00323	1	Approved	9/30/2021 9:09:31 PM	10/23/2021 11:03:50 AM		ttocedman	10/23/2021 11:03:50 AM
Select Cycle 2020-2021	00323	1	Approved	10/20/2020 1:36:18 PM	10/27/2020 11:38:45 AM		ttocedman	10/27/2020 11:38:45 AM
Select Cycle 2019-2020	00323	1	Approved	9/29/2019 6:27:14 PM	10/2/2019 2:14:51 PM		scoll	10/2/2019 2:14:51 PM
Select Cycle 2018-2019	00323	1	Approved	9/28/2018 3:11:30 PM	10/26/2018 2:39:49 PM		swilbur	10/26/2018 2:39:49 PM
Select Cycle 2017-2018	00323	1	Approved	9/29/2017 6:09:40 PM	10/4/2017 3:58:57 PM		aldisidge	10/4/2017 3:58:57 PM
Select Cycle 2016-2017	00323	2	Approved	5/19/2017 6:09:18 PM	6/6/2017 11:17:24 AM		jhrlr	6/6/2017 11:17:24 AM
Select Cycle 2016-2017	00323	1	Approved	11/15/2016 6:15:49 PM	11/17/2016 4:41:20 PM		jhrlr	11/17/2016 4:41:20 PM
Select Cycle 2015-2016	00323	1	Approved	10/28/2015 12:42:50 PM	11/3/2015 3:47:33 PM		jnswaton	11/3/2015 3:47:33 PM
Select Cycle 2014-2015	00323	1	Approved	9/30/2014 6:27:50 PM	10/7/2014 7:59:29 AM		jmesshell	10/7/2014 7:59:29 AM
Select Cycle 2013-2014	00323	1	Approved	10/15/2013 6:41:39 PM	11/5/2013 9:26:18 AM		lguess	11/5/2013 9:26:18 AM
Select Cycle 2012-2013	00323	2	Approved	11/6/2012 2:42:26 PM	11/7/2012 8:27:30 AM		lguess	11/7/2012 8:27:30 AM
Select Cycle 2012-2013	00323	1	Approved	11/2/2012 9:48:31 AM	11/2/2012 2:03:28 PM		lguess	11/2/2012 2:03:28 PM
Select Cycle 2011-2012	00323	2	Approved	3/9/2012 10:22:22 AM	3/21/2012 10:44:48 AM		lguess	3/21/2012 10:44:48 AM
Select Cycle 2011-2012	00323	1	Approved	10/27/2011 12:00:39 PM	10/27/2011 2:45:04 PM		lguess	10/27/2011 2:45:04 PM
Select Cycle 2010-2011	00323	1	Approved	10/12/2010 12:11:27 PM	11/12/2010 1:15:58 PM		lguess	11/12/2010 1:15:58 PM
Select Cycle 2009-2010	00323	2	Approved	6/30/2010 3:20:55 PM	7/1/2010 10:12:10 AM		cmacy	7/1/2010 10:12:10 AM
Select Cycle 2009-2010	00323	1	Approved	9/22/2009 12:04:28 PM	9/23/2009 9:54:54 AM		cmacy	9/23/2009 9:54:54 AM
Select Cycle 2008-2009	00323	1	Approved	11/3/2008 11:08:14 AM	11/3/2008 11:19:31 AM		cb Bradley	11/3/2008 11:19:31 AM
Select Cycle 2007-2008	00323	1	Approved	1/30/2008 9:11:22 AM	2/6/2008 11:32:15 AM		cb Bradley	2/6/2008 11:32:15 AM

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Cycle Links

Select Cycle:

The 'Select Year / Cycle' grid will display each of the Cycles starting with year 2007-2008 with the most recent Cycle listed first.

Directions:

- Click on the 'Select Cycle' link to access the desired Cycle. The menu on the left-hand side will display the options for the Cycle selected.
 - Cycle 1 is the initial Application.
 - Cycle 2 is the first Budget Amendment.
 - Cycle 3 is the second Budget Amendment, etc.

Note: There is a limit of 5 Cycles for the LCP Application.
- Click on the desired page link from the menu on the left-hand side.

Note: The first time the LCP application is accessed for the school year, click on the 'Open 2025 LCP Application' button.

Note: Make sure the information for the desired Cycle is displayed at the top of the page.

To create a Budget Amendment:

- Click the *Budget Amendment* button, which will be visible and located above the 'Year / Cycle' table after a Cycle has been approved. A new row will be added to the 'year/cycle' table and the next Cycle number will display in the 'Cycle' field. The approved budget will now be open for changes.
- Once changes have been made, go to the 'Submit for Approval' screen to resubmit the application.

Note: Only click on the 'Budget Amendment' button if there is a change that needs to be made to the current Cycle, which will then be submitted to KSDE for review and approval. A new Cycle will be created and the data that was submitted in the earlier Cycle will be saved and retained.

Status:

The 'Status' link will display the current status of the Cycle.

1. Click on the 'Status' link in order to 'expand' the history for the Cycle, which will list the most current activity first. Each history entry will show the User ID, Status and Date/Time of the activity.

Click on the 'Status' link again in order to 'collapse' the history for the Cycle.

Application Menu

The Application Menu will be listed on the left-hand side of each of the screens for the LCP Application. All Program pages will be accessible, even if funds were not retained for the corresponding program.

1. Click on a menu item to open the corresponding page.

Note: *When the LCP Application is first opened, it may not display all of the menu listings. Once a Year / Cycle is selected, all of the menu options will be available.*

Note: *The solid 'triangle' symbols in the menu can be clicked on to expand or collapse the menu. If the solid 'triangle' is pointing down, this means the menu has been expanded; clicking on the triangle will collapse the menu. If the solid 'triangle' is pointing to the right, this means the menu has been collapsed; clicking on the triangle will expand the menu.*

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

District Information - Help

Help Information

Header Information

Step 4

Contact Information

Save Information

Comments

Footer Information

LCP Application Kansas State Department of Education

Application Help
Bottom of Page

03/24/2025 10:16 Golden Plains School Year: 2024-2025 Cycle: 1 In-Process Audit ID: rdarksblm2 Access Level: DistrictSubmit

District Information (Primary Contact)

[District Information Help](#)

- Home
 - Select Year / Cycle
 - LCP System Menu
 - Logout
- Application
 - Allocations
 - District Information
 - Federal
 - Title I
 - Building Allocations
 - Step 1
 - Step 2
 - Step 3
 - Parent Involvement
 - Homeless
 - Title IA
 - Title III
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 - Title IVA
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 - School Readiness
 - English Language Arts (ELA) and Mathematics
 - Graduation/Completion of a High School Diploma
 - Non-Instructional Support Services
 - Non-Public Information
 - Amendment Revisions
 - Program Budget Summary
 - Comments
 - Reports
 - CEPA
 - Assurances
 - Submit for Approval

Name: Nicole Clark
Title: Public Service Executive
Work Telephone Number: (785)296-4925 Ext:
Mailing Address: 900 SW Jackson St
City: Topeka State: KS Zip: 66612
Email Address: nclark@ksde.org
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Additional Contact Name 1: Dina Patel
Additional Contact Email 1: dpatel@ksde.org
Additional Contact Name 2: Dentee Davis
Additional Contact Email 2: ddavis@ksde.org

School District Comments (1000 character limit)
KSDE Comments (1000 character limit)

Show Details... No errors found. Show Details...

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Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

District Information Help: This link will open the 'District Information Help' page, which will give an overview of how to complete the District Information page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Contact Information

This section identifies the primary contact information for the Local Consolidated Plan. This information has been pre-populated based on data collected by KSDE in the most recently completed component of the LCP System. The listed individual will be sent a confirmation notice via email when the LCP Application has been submitted by the district and reviewed by KSDE staff. Therefore, it is very important to provide the correct email address.

Directions:

1. Review all of the LCP Contact information that was pre-populated.
2. Make any necessary changes to the information.
Note: The hyperlink for the LCP Contact's e-mail address will update once the 'Save' button has been clicked.
3. Once all LCP Contact information has been updated, click the 'Save' button.

Save Information

1. Click the Save button in order to save any changes made to the 'LCP Contact Information'.
2. Scroll to the bottom of the page and review any error messages by clicking on the 'Show Details' link.
3. Correct any information and click the Save button.
4. Re-check for error messages.

Note: For a list of the error messages and resolutions, consult the online Help pages.

Comments

Enter any necessary comments in the 'School District Comments' box and click the 'Save' button.

Note: There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Allocations - Help

Help Information

Header Information

Pre-loaded Original Allocations

Pre-loaded Allocations relinquished to a Consortium

Transferability

REAP

Save Information

Comments

Footer Information

The screenshot shows the 'Allocations' page in the LCP Application. The page header includes the 'LCP Application' logo, 'Application Help', and 'Bottom of Page' buttons. The breadcrumb trail shows 'District: 00216 Golden Plains School Year: 2024-2025 Cycle: 1 In-Process' and 'Audit ID: ndarksubmit2 Access Level: DistrictSubmit'. The main content area is titled 'Allocations' and features a sidebar with navigation options like 'Home', 'Application', and 'Migrant'. The main table displays 'Original Allocation' and 'Consortium' data. A 'Transferability' table shows values for Title I, Title IIA, Title IID, Title III, Immigrant, Title IVA, Title V, Migrant, % Transfer, and Total Transfer. A 'REAP' table shows values for Title I, Title IIA, Title IID, Title III, Immigrant, Title IVA, Title V, Migrant, and Total REAP. A 'Calculate Totals and Save' button is located below the tables. Two text input fields for 'School District Comments' and 'KSDE Comments' are present. The footer contains copyright information for the Kansas State Department of Education, contact details, and a disclaimer.

Application Help

Bottom of Page

District: 00216 Golden Plains School Year: 2024-2025 Cycle: 1 In-Process Audit ID: ndarksubmit2 Access Level: DistrictSubmit

Allocations

Allocations Help

REAP Participant

	Title I	Title IIA	Title IID	Title III	Immigrant	Title IVA	Title V	Migrant	Total
Original Allocation	31,700	21,000	0	35,000	15,000	19,000	0	12,000	0

	Title I	Title IIA	Title IID	Title III	Immigrant	Title IVA	Title V	Migrant	Total
Consortium Relinquished To +	0	0							
Consortium Relinquished To	0	0							
Fiscal Agent									
Consortium Adjusted Totals	31,700	21,000	0	35,000	15,000	19,000	0	12,000	0

Transferability	Title I	Title IIA	Title IID	Title III	Immigrant	Title IVA	Title V	Migrant	% Transfer	Total Transfer
Title IIA	0			0		0			0.000%	0
Title IVA	0	0		0					0.000%	0
Transfer Adjusted Totals	0	0	0	0	0	0	0	0		0

REAP	Title I	Title IIA	Title IID	Title III	Immigrant	Title IVA	Title V	Migrant	Total REAP
Title IIA	0			0		0			0
Title IVA	19000	0		0					19,000

Calculate Totals and Save

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

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Help Information

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Allocations Help: This link will open the 'Allocations Help' page, which will give an overview of how to complete the Allocations page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

REAP: If a district is eligible for REAP, the 'REAP Participant' checkbox will be editable. The district can use up to 100% of a program's funds for activities in another federal program. A district needs to have an average daily attendance (ADA) of 600 or less and a locale of 41, 42 or 43.

Directions:

1. Place a check in the 'REAP Participant' checkbox.
2. Enter the funds to be REAPed in the 'REAP' section of the 'Allocations' page

Pre-Loaded Original Allocations

The original allocations for each Federal program have been pre-populated.

Note: These fields are not editable.

Pre-Loaded Allocations Relinquished to a Consortium

1. This information was pre-populated based on the data collected by KSDE through the 'LCP Consortium Assignments' program.
2. If a district chooses to relinquish a program's funds, you need to relinquish **ALL** of that fund. **You may NOT retain part and relinquish part of a fund.**
3. If you are a **school district** relinquishing funds, you will have the following information on the screen:
 - a. **Relinquished to:** The original allocation amount that is being relinquished will appear on this line beneath the programs from which the funds are being relinquished.
 - b. **Fiscal Agent:** The consortium number to which the funds are relinquished will appear on this line for each of the programs from which the funds are being relinquished.
4. If you are a **consortium** receiving funds, you will have the following information on the screen:
 - a. **Relinquished In:** The total sum of all districts relinquishing funds to your consortium will appear on this line for each program. This information will be 'expandable' to display all of the districts that relinquished the program funds.

Transferability

Directions: Transferability: (editable cells)

1. A district may transfer up to 100% of its original Title IIA and/or Title IVA allocation into Title I, Title IIA, Title III, Title IVA, or Migrant. The district should draw down the amount to be transferred in the original account and have a line item indicating into which program it will be transferred.
2. The left column on the grid identifies the program **from** which funds will be transferred. [i.e. Title IIA (+)]
 - a. If the district is transferring \$1,000 **from** Title IIA **into** Title I, enter \$1,000 in the cell under the Title I column on the Title IIA line item.
*The computer will subtract \$1,000 from the Title IIA *Total Available* amount when you click on the *Calculate Totals and Save* button.

The 'Transfer Adjusted Totals' row:

1. This is equal to the Total *Original Allocation* amount plus or minus any amount transferred into another program.

REAP

Directions: REAP Flexibility: (editable cells)

1. Eligible districts have an average daily attendance less than 600 and a school locale of 41, 42, or 43.
2. REAP flexibility allows a district to use 100% or a portion of the original program's funds for activities in a different program.
 - a. **Bookkeeping:** if the district chooses to REAP its Title IIA funds for activities in Title I, draw down the funds in the original account and indicate by line item the program in which activities will be funded.
3. The left column on the grid identifies the program **from** which funds will be used for activities in another program [i.e. Title IIA]
 - a. If the district is REAPing \$1,000 **from** Title IIA for activities in Title I, enter \$1,000 in the cell under the Title I column on the Title IIA line item.
4. Title IIA program funds can be REAPed for activities in Title I, Title III, and Title IVA. Title IVA funds can be REAPed for activities in Title I, Title IIA, and Title III.

Save Information

Directions:

1. Click the *Calculate Totals and Save* button in order to save any changes made to the 'Allocations' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the 'Show Details' link.
3. Correct any information and click the *Calculate Totals and Save* button.
4. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Calculate Totals and Save* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: *There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.*

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Title I - Help

Help Information

Header Information

Budget Grid

Indirect Cost

FTEs

Title I Preschool

Content Areas

Delivery Systems

Save Information

Comments

Footer Information

LCP Application Application Help

School Year: 2024-2025 Cycle: I In-Process Audit ID: indrc0ubmt2 Access Level: DistrictSubmit

Title I Improving Basic Programs Operated by State and Local Educational Agencies Title I Tools

Total Title I Funds Available: **\$31,700** Restricted Indirect Cost Rate: **0.2511**
 Maximum Indirect Cost Funds: **\$6,362**
 Amount Available After Maximum Indirect Cost: **\$25,338**

	1000 Instructs	2100 Supt Svcs	2200 Supt Svcs Staff	2300 Supt Svcs Gen Adm	2400 Supt Svcs Sch Adm	2500 Opntr Build Svcs	2700 Vehicle Opntr Svcs	3100 Fund Svcs Opntr	REAP	TOTAL
100 Salaries	25000	0	0	0	0	0	0	0		\$25,000
200 Employee Benefits	0	0	0	0	0	0	0	0		\$0
240 Purchased Services	0	0	0	0	0	0	0	0		\$0
400 Purchased Property	0	0	0	0	0	0	0	0		\$0
500 Other Post Services	5000	0	0	0	0	0	0	0		\$5,000
600 Supplies / Materials	500	0	0	0	0	0	0	0		\$500
700 Property	0	0	0	0	0	0	0	0		\$0
800 Other	500	0	0	0	0	0	0	0		\$500
TOTAL	\$31,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$31,000
									Indirect Cost	\$700
									GRAND TOTAL	\$31,700

Calculate Totals and Save

FTEs Paid with Title I Funds

	TAS	SWP	Other
Administrators	0.00	0.00	0.00
Clerical Staff	0.00	0.00	0.00
Guidance/Counseling	0.00	0.00	0.00
Paraprofessionals	0.00	0.00	0.00
Parent Involvement Staff	0.00	0.00	0.00
Parent Liaison	0.00	0.00	0.00
Professional Development Providers	0.00	0.00	0.00
Pupil Transportation	0.00	0.00	0.00
Social Work, Outreach or Advocacy	0.00	0.00	0.00
Teachers	0.00	0.65	0.00
Translators	0.00	0.00	0.00
FTE Totals	0.00	0.65	0.00

Total Number Participating in a Title I Preschool in the Following Age Groups
 4 years: 5 years:

Content Areas

ESOL/Bilingual Library Media Professional Development Technology
 Family Literacy Mathematics Reading Vocational Education
 Health, Dental, Eye Care Parent Involvement Science Other (Please explain)
 Language Arts Preschool Social Studies

If other, please explain:

Delivery Systems

Before / After School Extended Year Pull-Out
 Extended Day Kindergarten In-Class Summer School

Save All

School District Comments (1000 character limit)
 KSDE Comments (1000 character limit)

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Help Information

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Title I Help: This link will open the 'Title I Help' page, which will give an overview of how to complete the Title I page of the LCP Application.

Header Information

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Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Budget Grid

Directions:

1. After completing budget information in the grid, click on *Calculate Totals and Save* button.
2. The amount in the cell *Grand Total* should equal the amount next to the heading *Total Title I Funds Available*.
3. All available funds need to be accounted for in the budget grid.
4. When the *Grand Total* amount equals *Total Title I Funds Available* amount, click on *Calculate Totals and Save*.

Note: *The fields above the Budget Grid will be pre-populated and are for informational purposes.*

Indirect Cost

Directions:

1. Use of indirect cost funds is optional, not required.
2. If the district chooses not to use indirect cost, simply account for the entire amount of program funds in the budget grid. Click on *Calculate Totals and Save*.
3. If the district chooses to use all or part of its indirect cost, determine the allowable amount of indirect cost funds you wish to retain for program administration.
 - a. Do not include the indirect cost amount in the budget grid.
 - b. Account for the remaining program funds in the budget grid.
 - c. Click on *Calculate Totals and Save*. Your indirect cost amount will show up at the bottom of the budget grid as *Indirect Cost*.

Note: *The maximum allowed Indirect Cost will display in the 'Maximum Indirect Cost Funds' field above the Budget Grid.*

FTES

Directions:

1. If any portion of a staff's salary is paid with Title I funds, enter the prorated FTE amount under the specific category.
2. Click on *Save All*. The Total FTES will be calculated/displayed when you tab out of the FTE fields.

Title I Preschool

Directions:

1. If the district is operating a Title I preschool program, enter the number of attending 4 and 5 year olds. Click on *Save All*.

Content Areas

Directions:

1. Check all content areas in which Title I services are provided. Click on *Save All*. At least one selection is required.

Delivery Systems

Directions:

1. Check all delivery systems that are implemented in providing Title I services. Click on *Save All*. At least one selection is required.

Save Information

Directions:

1. Click the 'Save All' button in order to save any changes made to the 'Title I' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the 'Show Details' link.
3. Correct any information and click the 'Save All' button.
4. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: *There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.*

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

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Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Building Allocations – Help

Help Information

Header Information

Step 1
Attendance Centers
and Enrollment Data

Enrollment Date

Feeder Pattern

Enrollment Data

Save Information

Comments

Footer Information

LCP Application Kansas Department of Education

District: 00316 Golden Plains School Year: 2024-2025 Cycle: 1 In-Process Audit ID: nclarksubmit2 Access Level: DistrictSubmit

Building Allocations, Step 1 Title I

Application Help Bottom of Page

Building Allocations, Step 1 Help

Home

- Select Year / Cycle
- LCP System Menu
- Logout

Application

- Allocations
- District Information
- Federal
 - Title I
 - Building Allocations**
 - Step 1
 - Step 2
 - Step 3
 - Parent Involvement
 - Homeless
 - Title IA
 - Title III
 - Immigrant
 - Title IVA
 - Migrant
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Step 1 - Attendance Centers / Enrollment

What date was used to determine the official enrollment date (mm/dd/yyyy): 09/20/2023

Bldg #	Attendance Center	Level	Grade Span	Feeder Pattern	Used	Public Enrollment	Non-public Enrollment	Public # Low Income	Non-public # Low Income
3318	Golden Plains Elem	Elementary	K-5,S34,PK-4	AR	3318	56	0	29	0
3316	Golden Plains High	High School	9-12		3316	43	0	16	0
3314	Golden Plains Middle	Middle School	6-8		3314	26	0	12	0

Save and Continue Step 1 Save and Go to Step 2

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

Show Details... No errors found. Show Details...

Go to Step 2 Go to Step 3

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Top of Page

Help Information

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Building Allocations, Step 1 Help: This link will open the 'Building Allocations, Step 1 Help' page, which will give an overview of how to complete the Building Allocations, Step 1 page of the LCP Application.

Header Information

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Enrollment Date

Directions:

1. Add the enrollment date that was used to determine the count, in the required format – mm/dd/yyyy. (This is a required field.)

Feeder Pattern

Feeder Buildings: The 'Feeder Pattern Used' field will contain a checkbox, that when checked will indicate that the school building will "feed" into another building.

Directions:

1. If the district is combining two or more buildings into one attendance center for funding purposes, determine which building will be designated as the combined attendance center name.
2. Click on the 'Edit' link in the 'Feeder Pattern Used' column of the Attendance Center that will "feed" into another building.
3. In the drop-down box, select the building that will be designated as the combined attendance center name.
4. Click on the 'Update' link.
5. Enter enrollment and low-income data for this building. Note: The data will be combined with the building designated as the combined attendance center on the 'Building Allocations, Step 2' page.

Example:

1. West Elementary and Wheatland Elementary will be combined. Wheatland Elementary will be the name of the combined attendance center.
2. Click on the 'Edit' link in the 'Feeder Pattern Used' column of the 'West Elementary' row.
3. From the drop-down box, select 'Wheatland Elementary'.
4. The row will be updated and will now show a 'check' in the checkbox.
5. Enter the enrollment and low-income data for this building. Note: The data will be combined with Wheatland Elementary and will display on the 'Building Allocations, Step 2' page.

Enrollment Data

Feeder and Non-Feeder Buildings:

Directions:

1. Enter public and non-public enrollment and low-income data for each building using either the previous or current school year data for unduplicated student counts.

Note: Make sure to enter the feeder buildings data separately as the application will combine the enrollment data on the 'Building Allocations, Step 2' page.

Save Information

Directions:

1. Click the *Save and Continue Step 1* or *Save and Go to Step 2* button in order to save any changes made to the 'Building Allocations, Step 1' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the 'Show Details' link.
3. Correct any information and click the *Save and Continue Step 1* or *Save and Go to Step 2* button.
4. Re-check for error messages.

Note: For a list of the error messages and resolutions, consult the online Help pages.

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save and Continue Step 1* or *Save and Go to Step 2* button.
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EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Building Allocations - Help

Building Allocations, Step 2 Title I

Help Information

Header Information

Step 2 Total Enrollment/ Percent Poverty

Attendance Center Grid

Feeder Count

Enrollment Data

Ranking Options

Save Information

Comments

Footer Information

Step 2 - Total Enrollment / Percent Poverty

Show extended items

Bldg #	Attendance Center	Feeder Count	Total Enrollment	Total Low Income Enrollment	Percent of Poverty (Public and Non-public)	Percent of Poverty (Public)
3318	Golden Plains Elem	0	56	29	51.79%	51.79%
3316	Golden Plains Middle	0	43	16	37.21%	37.21%
3314	Golden Plains Middle	0	26	12	46.15%	46.15%
---	Elementary Total		56	29	51.79%	51.79%
---	High School Total		43	16	37.21%	37.21%
---	Middle School Total		26	12	46.15%	46.15%
---	DISTRICT TOTAL		125	57	45.60%	45.60%

* For districts over 1000 enrollment, the building cannot be served with Title I funds unless the building percent poverty is at or above the district poverty OR the building is at or above 35% poverty OR the building is grandfathered in (served the year before). NOTE: The grandfather clause can only be used for one year.

Select one of the following choices for ranking:

Use public and non-public % poverty for ranking

Use only public % poverty for ranking

Ranking Method:

Select the desired ranking method for attendance areas.

1. Districts with total enrollment less than 1,000.

Ranking within entire district

2. Districts with total enrollment equal to or greater than 1,000 serving at least one eligible building below 35% poverty.

Ranking within entire district

Ranking by same or similar grade spans

3. Districts with total enrollment equal to or greater than 1,000 serving eligible buildings at or above 35% poverty.

Ranking with entire district

Ranking by same or similar grade spans

[Save and Continue Step 2](#) [Save and Go to Step 3](#)

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

[Show Details...](#) No errors found. [Show Details...](#)

[Go to Step 1](#) [Go to Step 3](#)

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Building Allocations, Step 2 Help: This link will open the 'Building Allocations, Step 2 Help' page, which will give an overview of how to complete the Building Allocations, Step 2 page of the LCP Application.

Header Information

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Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Attendance Center Grid

The Attendance Center information will be loaded based on the information entered on the 'Building Allocations, Step 1' page.

Note: *The columns of the Attendance Center Grid can be sorted by any of the column headers. By default, the rows will display in alphabetical order by the Attendance Center.*

Note: *The Attendance Center grid is not editable. Any necessary changes must be made on the 'Building Allocations, Step 1' page.*

Feeder Count

Non-Feeder Buildings: The total enrollment and low-income data for each building will display along with the percent of poverty.

Feeder Buildings: If the Feeder Count column has a value greater than 0 in it, then it indicates that the school building listed has that number of school buildings that feed into it. The data entered for this row will be the combined data of the listed school and the feeder school(s).

Directions:

1. In order to view the data for each individual building, click on the name of the school building. An information box will open displaying all of the data for the buildings that feed in to the designated building.

Enrollment Data

The data displayed will be calculated based on the Enrollment Data that was entered on the 'Building Allocations, Step 1' page.

Directions:

1. Review the Enrollment Data, Percent of Poverty, and the 'Totals' rows.
2. If there are discrepancies, return to the 'Building Allocations, Step 1' page and make and necessary changes.

Note: *Click on the 'Show Extended Items' checkbox to see the additional columns that were used to calculate the Enrollment Data.*

Ranking Options

Directions:

1. Select one of the following choices for ranking by clicking on the appropriate radio button:
 - a. Use Public and Non-Public % Poverty for Ranking
 - b. Use Only Public % Poverty for Ranking
2. If Total Enrollment is less than 1000 students, select the following radio button under #1:
 - a. Ranking within entire district (This will be the only option if enrollment is less than 1000.)
3. If the Total Enrollment is equal to or greater than 1000 students, select one of the following radio buttons under #2 or #3:
 - a. Districts with total enrollment equal to or greater than 1,000 serving at least one eligible building below 35% poverty.
 - o Ranking within entire district
 - o Ranking by same or similar grade spans
 - b. Districts with total enrollment equal to or greater than 1,000 serving eligible buildings at or above 35% poverty.
 - o Ranking within entire district
 - o Ranking by same or similar grade spans
4. Click on one of the following 'Save' buttons:
 - a. Save and Continue Step 2 – Clicking this button will save all of the data entered on the 'Building Allocations, Step 2', page. The page will remain open and the list of error messages should be reviewed at the bottom of the page.
 - b. Save and Go to Step 3 – Clicking this button will save all of the data entered on the 'Building Allocations, Step 2', page. The page will close and the 'Building Allocations, Step 3' will open.

Note: *All data will be saved even if there are errors, so the 'Building Allocations, Step 2', page will need to be re-opened if the errors are to be reviewed.*

Save Information

Directions:

1. Click the *Save and Continue Step 2* or *Save and Go to Step 3* button in order to save any changes made to the 'Building Allocations, Step 2' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the *Show Details* link.
3. Correct any information and click the *Save All* button.
4. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save and Continue Step 2* or *Save and Go to Step 3* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: *There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.*

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Building Allocations – Help

building Allocations, Step 3 Title I

Help Information

Header Information

Step 3 Set Asides and Building Allocations

Set Aside Categories

Total Public Distribution Amount

Distribute Amount Manually

Distribute Amount Evenly

Not Served

Title I TAS

Title I Schoolwide

Save Information

Comments

Footer Information

Home

- Select Year / Cycle
- LCP System Menu
- Logout
- Application
 - Allocations
 - District Information
 - Federal
 - Title I
 - building Allocations
 - Step 1
 - Step 2
 - Step 3
 - Parent Involvement
 - Homeless
 - Title IA
 - Title II
 - Immigrant
 - Title IVA
 - Migrant
 - School Readiness
 - English Language Arts (ELA) and Mathematics
 - Graduation/Completion of a High School Diploma
 - Non-Instructional Support Services
- Non-Public Information
- Amendment Revisions
- Program Budget Summary
- Comments
- Reports
- GEPA
- Assurances
- Submit for Approval

Enter all necessary set asides for your district and then click the "Calculate Distribution Amount" button.
 Title I Allocation Funds Available: **\$31,700**
 Non-Public Per Pupil Amount: **\$0** Non-Public Total Allocation/Set Aside: **\$0**
 Note: These totals will not be finalized until Step 3 is completed based on the buildings marked as Title I (Title I TAS, Title I Schoolwide).

Public Set Asides			
Administration	<input type="text" value="0"/>	Professional Development	<input type="text" value="0"/>
Homeless	<input type="text" value="500"/>	Salary Differential	<input type="text" value="0"/>
Indirect cost	<input type="text" value="700"/>	Summer School	<input type="text" value="0"/>
Neglected	<input type="text" value="0"/>	Transportation	<input type="text" value="0"/>
Parent Involvement	<input type="text" value="0"/>	ISI, CSI, TSI, ATIS	<input type="text" value="0"/>
Preschool	<input type="text" value="0"/>		

Total Public Set Asides: **1200**
 Total Public and Non-Public Set Asides: **\$1,200**

[Calculate Distribution Amount](#) Total Public Distribution Amount: **30500**

Building Allocations:
 Eligible buildings for districts over 1000 enrollment:
 • At or above district poverty level
 • At or above 35% poverty level
 • Grandfathered in
 Eligible buildings not served - check box and enter comments
 Eligible buildings served - check box and enter program

Distributing Funding - Manually:
 a. Enter the desired allocations for each attendance center and then click the Save button.
 b. If the ranking did not achieve the desired results, return to [Step 2 - Ranking Method](#).

Distributing Funding - Evenly:
 a. Click the "Distribute Amount Evenly" button to allocate funds based on the average dollar per low income students.
 b. If the ranking did not achieve the desired results, return to [Step 2 - Ranking Method](#).
 c. If the distribution amounts are correct, click the Save button to accept the distribution.

[Click here to download a copy of the required Continuing Schoolwide Program document that needs to be submitted to KSDE.](#)

[Distribute Amount Evenly](#) Public Minimum Per Pupil amount: **535**

Attendance Center	Level	Not Served	Title I TAS	Title I Schoolwide	Public Low Income Enrollment	Non-public Low Income Enrollment	Public Percent of Poverty	Public Total Allocated	Public \$ Per Pupil Amount	Non-public Allocation
3318 Golden Plains Elem	Elementary	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	29	0	51.79%	21576	744	0
3314 Golden Plains Middle	Middle School	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12	0	46.15%	8924	744	0
3316 Golden Plains High	High School	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16	0	37.21%	0	0	0
Total Allocated					57	0		30500		0
Difference								0		

Save All

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

Show Details

Other: 1

Show Details

Go to Step 1

Go to Step 2

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how the complete the 'LCP Application'.

Building Allocations, Step 3 Help: This link will open the 'Building Allocations, Step 3 Help' page, which will give an overview of how to complete the Building Allocations, Step 3 page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Set Aside Categories

Directions:

1. The Non-Public Per Pupil Amount and Non-Public Allocation/Set Aside fields will be automatically populated based on which building(s) the district selects at Title I TAS or Title I Schoolwide in the attendance center allocation grid at the bottom of this page.
2. Input all necessary public set asides that may apply to your district. Click on *Building Allocations Help* to review specific requirements and/or restrictions for each set aside in addition to the ones listed below:
 - a. **Administrative** – Enter any administrative funds that are to be set aside.
 - b. **Homeless** – Set aside for serving Homeless students.
 - c. **Indirect Cost** – If there is no amount in the grayed cell, and you wish to take indirect cost, review the district's allocation letter to determine the maximum indirect cost amount and include it in your Title I budget screen. Use of Indirect Cost is optional. (If a change needs to be made to this amount, it must be done from the Title I screen.)
 - d. **ISI, CSI, TSI, ATS** – This district-level set aside allows a district with ISI, CSI, TSI, or ATS buildings to provide additional funding for school improvement for their Title I buildings identified, and provide non-Title I schools identified as ISI, CSI, TSI, or ATS district-level funding for school improvement. This is above and beyond what the building may or may not receive through Title I rank and serve.
ISI is Intensive Support and Improvement Schools,
CSI is Comprehensive Support and Improvement Schools,
TSI is Targeted Support and Improvement Schools, and
ATS is Additional Targeted Support and Improvement Schools.
 - e. **Neglected** – Set aside for Title I funded program to address the needs of children placed in a public or private facility (not to include foster homes). *Note: This amount will be pre-populated if it applies to your district.*
 - f. **Parent Involvement** - If a district's allocation is \geq \$500,000, the district needs to set aside 1% of the total public allocation for Parental Involvement activities.
 - g. **Preschool** – Set aside for Title I funded educational program preceding kindergarten or elementary school.
 - h. **Professional Development** – Set aside for Title I funded Professional Development.
 - i. **Salary Differential** – If the building allocation does not generate enough funds to cover teacher salaries and you wish to use salary differential, please contact KSDE.
 - j. **Summer School** – Set aside for Title I funded educational program taking place during the summer months, following the previous school year or prior to the upcoming school year.
 - k. **Transportation** – Set aside for Title I funded transportation costs.

Total Public Distribution Amount

Directions:

1. Click on *Calculate Distribution Amount* once all set aside amounts have been entered.
2. The *Total Distribution Amount* is the amount available for distribution to individual public attendance centers.

Distribute Amount Manually

Directions:

1. **Follow the directions in the middle of the screen** to determine if you want to distribute funding **manually**.
1. Make sure you check buildings that will not be served in the *Not Served* column.
2. Make sure you check buildings that are *Title I TAS* or *Title I Schoolwide*. **Note: Cannot check Not Served, Title I TAS, and Title I Schoolwide.**

Note: The resulting per pupil amount for each eligible center that is served must be greater than or equal to the per pupil amount for all lower ranking eligible centers.

Distribute Amount Evenly

Directions:

1. **Follow the directions in the middle of the screen** to determine if you want to distribute funding **evenly**.
2. Make sure you check buildings that will not be served in the *Not Served* column.
3. Make sure you check buildings that are *Title I TAS* or *Title I Schoolwide*. **Note: Cannot check Not Served, Title I TAS, and Title I Schoolwide.**

Not Served

Directions:

1. Place a check next to each attendance center that **WILL NOT BE SERVED**.

Note: When you distribute your funding, these schools will not be allocated any funding.

Note: If an attendance center with >75% poverty has been marked as 'Not Served', a comment will need to be entered in the 'School District Comments' box.

Note: If 'Title I TAS' or 'Title I Schoolwide' is checked, 'Not Served' cannot also be checked.

Title I TAS

Directions:

1. Place a check next to each attendance center listed as Title I TAS (Targeted Assistance School).

Note: If 'Not Served' or 'Title I Schoolwide' is checked, 'Title I TAS' cannot also be checked.

Title I Schoolwide

Directions:

1. Place a check next to each attendance center listed as Title I Schoolwide.

Note: If 'Not Served' or 'Title I TAS' is checked, 'Title I Schoolwide' cannot also be checked.

Note: If 'Title I Schoolwide' is checked, a 'Continuing Schoolwide Program' application must be submitted to KSDE.

Save Information

Directions:

1. Click the 'Save All' button in order to save any changes made to the 'Building Allocations, Step 3' page.
2. If the 'Total Allocated' field does not match the 'Total Distribution Amount', an error will be returned. Check the values entered per building for accuracy and make any needed adjustments. Then click the *Save All* button.
3. Scroll to the bottom of the page and review any error messages by clicking on the 'Show Details' link.
4. Correct any information and click the *Save All* button.
5. Re-check for error messages.

Note: For a list of the error messages and resolutions, consult the online Help pages.

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Parent Involvement – Help

Help Information

Header Information

Set Aside Amount

Activities/Materials

Distribute Amount Evenly

Distribute Amount Manually

Save Information

Comments

Footer Information

The screenshot shows the LCP Application interface for Kansas City, School Year 2024-2025, Cycle 1 In-Process. The interface includes a navigation sidebar on the left, a main content area, and a footer. Red circles highlight the following elements:

- Application Help** and **Bottom of Page** buttons in the top right.
- Parent Involvement Title I** header in the top right.
- Parent Involvement Help** link in the top right.
- Parent Involvement Set Aside \$150,000** and **Minimum Parent Involvement Set Aside \$106,814** for District and District Schools.
- Activities/Materials Funded with Parent Involvement Set Aside** section with checkboxes for Family Nights, Home Visits, Parent Communication/Newsletters, Parent Coordinator/Liaison, Parent Meetings, Resource Materials, Summer Packets, Take Home Kits, and Other (Please explain).
- Distribute Amount Evenly** button.
- Table of Allocations:**

Attendance Center	Level	Total Allocated
8279 Bannaker Elem	Elementary	50000
8293 Bertram Caruthers Elem	Elementary	50000
8284 Chelsea Elem	Elementary	50000
Total Allocated		150000
- Save All** button.
- School District Comments** and **KSDE Comments** text areas.
- Show Details** buttons.
- © 2025 Kansas State Department of Education, All Rights Reserved.** and contact information in the footer.
- Send Questions to: LCPhelp@ksde.org** link.
- All sessions with this server are subject to the KSDE Use Policy and will be monitored and logged.** disclaimer.

Note: This page will only be editable and required if the 'Title I Allocation Funds Available' minus the 'Non-Public Allocation/Set Aside' on the Building Allocations, step 3 page is \geq \$500,000.

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Parent Involvement Help: This link will open the 'Parent Involvement Help' page, which will give an overview of how to complete the Parent Involvement page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

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Set Aside Amount

Directions:

1. Parental Involvement Set Aside for district schools – will display the value that was entered in the 'Parent Involvement' set aside field on the Building Allocation, Step 3 page.
2. Minimum Parent Involvement Set Aside for district schools – will display the minimum amount that is required to be distributed among the attendance centers.

Activities/Materials

Directions:

1. Check all activities/materials that will be funded with the Parent involvement set aside.
2. At least one selection will be required.

Distribute Amount Evenly

Directions:

1. Click the '*Distribute Amount Evenly*' button if the allocations for each of the listed buildings are to be distributed evenly.

Note: *The buildings displayed will be the same buildings that were allocated Title I funds on the Building Allocations, Step 3 page.*

Distribute Amount Manually

Directions:

1. Enter the amount of funds to be allocated to each listed building manually.

Note: *A value must be entered for each of the buildings listed.*

Save Information

Directions:

1. Click the 'Save All' button in order to save any changes made to the 'Parent Involvement' page.
2. If the 'Total Allocated' field is greater than the 'Minimum Parent Involvement set aside for District Schools field, or less than the 'Minimum Parent Involvement set aside for District Schools field, an error will be returned.
3. Scroll to the bottom of the page and review any error messages by clicking on the 'show details' link.
4. Correct any information and click the 'Save All' button.
5. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: *There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.*

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Help Information

Header Information

Homeless Liaison Contact Information

Method to Determine Homeless Set Aside

How District will spend Homeless Set Aside

Save Information

Comments

Footer Information

- Home
 - Select Year / Cycle
 - LCP System Menu
 - Logout
- Application
 - Allocations
 - District Information
 - Federal
 - Title I
 - Building Allocations
 - Step 1
 - Step 2
 - Step 3
 - Parent Involvement
 - Homeless
 - Title IA
 - Title IB
 - Immigrant
 - Title IVA
 - Migrant
 - School Readiness
 - English Language Arts (ELA) and Mathematics
 - Graduation/Completion of a High School Diploma
 - Non-Instructional Support Services
 - Non-Public Information
 - Amendment Revisions
 - Program Budget Summary
 - Comments
 - Reports
 - CEPA
 - Assurances
 - Submit for Approval

To visit the KSDE Homeless Website, [click here](#)

Homeless Liaison: Same as LCP Contact?

Name:

Title:

Work Telephone Number: Ext:

Mailing Address:

City: State: Zip:

Email Address:

Fax: Ext:

Determine which one of the following methods was used by the Title I Coordinator and the District Homeless Liaison to determine the Homeless Set Aside.

- The number of homeless students was multiplied by the Title I, Part A per pupil allocation.
- 0.5% or a larger percentage of our Title I, Part A allocation was reserved.
- An amount of funds greater than or equal to the amount of our McKinney-Vento subgrant was reserved.
- The needs of our homeless students were identified and funded appropriately.
- The minimum of \$300 for districts under 1000 students was set aside.
- The minimum of \$1500 for districts with 1000 students or more was set aside.
- Other (Please explain)

If other, please explain:

Indicate how the district will spend the Title I, Part A Homeless Set Aside.

- Title I - Homeless Set Aside**
- Clothing required by school
 - Fees to participate in general education program
 - School supplies/backpacks
 - Testing fees (AP, IB, SAT, ACT, GED, etc)
 - Tutoring/Extended learning time
 - Medical and dental expenses (immunizations, eyeglasses, hearing aids, etc)
 - Birth certificates, records, etc
 - Parental involvement activities (specifically for parents of homeless students)
 - Transportation
 - Salary of liaison
 - Other:

If other, please explain:

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

[Show Details...](#) No errors found. [Show Details...](#)

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Homeless Help: This link will open the 'Homeless Help' page, which will give an overview of how to complete the Homeless page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Homeless Liaison Contact Information

Directions:

1. If the Homeless Liaison is the same as the LCP Contact, check the check box next to 'Homeless Liaison: Same as LCP Contact?' The Homeless Liaison contact information will automatically populate with the information from the District Information page.
2. If the Homeless Liaison is not the same as the LCP Contact, complete the Homeless Liaison contact information.

Method to Determine Homeless Set Aside

Directions:

1. Select one of the radio buttons to indicate the method that was used by the Title I Coordinator and the District Homeless Liaison to determine the Homeless set aside.
2. One selection will be required.

How District will spend Homeless Set Aside

Directions:

1. Check all activities/materials that will be funded with the Homeless set aside.
2. At least one selection will be required.

Save Information

Directions:

1. Click the 'Save All' button in order to save any changes made to the 'Homeless' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the 'show details' link.
3. Correct any information and click the 'Save All' button.
4. Re-check for error messages.

Note: For a list of the error messages and resolutions, consult the online Help pages.

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

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EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Help Information

Header Information

Budget Grid

Indirect Cost

FTEs

Content Areas

Allowable Activities

Save Information

Comments

Footer Information

- Home
 - Select Year / Cycle
 - LCP System Menu
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 - Parent Involvement
 - Homeless
 - Title IIA
 - Title IB
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 - Non-Public Information
 - Amendment Revisions
 - Program Budget Summary
 - Comments
 - Reports
 - CEPA
 - Assurances
 - Submit for Approval

Title IIA Supporting Effective Instruction

Total Title IIA Funds Available: **\$1,262,973** Restricted Indirect Cost Rate: **0.0756**
 Total Title IIA Funds Available Less REAP Amount: **\$0** Maximum Indirect Cost Funds: **\$88,770**
 Total Title IIA Funds Available Less REAP: **\$1,262,973** Amount Available After Maximum Indirect Cost: **\$1,174,203**

	1000 Indirect	2100 Supp Svcs Students	2200 Supp Svcs Staff	2300 Inst Svcs Gen Adm	2400 Inst Svcs Sch Adm	2600 Opntr Bldg Svcs	2700 Vehicle Opntr Svcs	3100 Food Svcs Opntr	REAP	TOTAL
100 Salaries	750000	15000	0	0	0	0	0	0	0	\$765,000
200 Employee Benefits	150000	35007	0	0	0	0	0	0	0	\$185,007
300 Purchased Services	0	0	0	0	0	0	0	0	0	\$0
400 Purchased Property	0	0	0	0	0	0	0	0	0	\$0
500 Other Prch Svcs	250000	0	0	0	0	0	0	0	0	\$250,000
600 Supply / Materials	0	0	0	0	0	0	0	0	0	\$0
700 Property	0	0	0	0	0	0	0	0	0	\$0
800 Other	0	0	0	0	0	0	0	0	0	\$0
TOTAL	\$1,156,000	\$56,587	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,212,587
									Indirect Cost	\$55,000
									GRAND TOTAL	\$1,262,587

Calculate Totals and Save

FTEs Paid with Title IIA Funds

0.00 Professional Development Providers 10.25 Teachers
 0.00 Administrators 0.00 Technology Staff
 0.00 Clerical Staff

Total FTEs: 10.25

Content Areas

ESL/Bilingual Mathematics Reading Technology
 Language Arts Professional Development Science Other (Please explain)

If other, please explain:

Allowable Activities (Indirect cost should not be included in allowable activities)

Amount Available After Indirect Cost: 1207967 Amount Remaining for Allowable Activities: 0

Recruitment/Hiring

929967 Public Funding 10 Number of Participating Staff
 Alternative routes to teacher certification
 Hiring highly qualified teachers
 Reducing class size
 Scholarships, signing bonuses, or other financial incentives
 Special needs teachers
 Teaching specialist
 Improving quality of teachers

Professional Development

250000 Public Funding 569 Number of Participating Staff 28000 Non-Public Funding
 Improving classroom behavior
 Improving instructional practices
 Improving quality of principals and superintendents
 Improving student achievement
 Technology integration
 Using data to drive instruction
 Addressing issues related to school conditions for student learning
 Mechanisms for appropriate treatment and intervention services
 How to refer students affected by trauma or at risk of mental illness
 Training for school personnel regarding how to prevent and recognize child sexual abuse
 Supporting instructional services provided by effective library programs
 Providing comprehensive systems to support teachers and leaders in STEM
 Effective strategies to integrate rigorous academic content, CTE, and work-based learning
 Increasing knowledge on instruction in early childhood education through age 8

Retention

0 Public Funding 0 Number of Participating Staff
 Developing feedback systems mechanisms to improve school working conditions
 Mentor Program
 Professional growth/multiple career paths
 Staff demonstrating records of success
 Staff in high needs schools
 Support for staff in their first three years

Other

0 Public Funding 0 Number of Participating Staff
 Forming partnerships between school-based mental health and public or private mental health organizations

Save All

School District Comments (1000 character limit)

KSDOE Comments (1000 character limit)

Show Details

No errors found.

Show Details

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Title IIA Help: This link will open the 'Title IIA Help' page, which will give an overview of how to complete the Title IIA page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Budget Grid

Directions:

1. After completing budget information in the grid, click on *Calculate Totals and Save* button.
2. The amount in the cell *Grand Total* should equal the amount next to the heading *Total Title IIA Funds Available*.
3. All available funds need to be accounted for in the budget grid.
4. When the *Grand Total* amount equals *Total Title IIA Funds Available* amount, click on *Calculate Totals and Save*.

Note: *The fields above the Budget Grid will be pre-populated and are for informational purposes.*

Indirect Cost

Directions:

1. Use of indirect cost funds is optional, not required.
2. If the district chooses not to use indirect cost, simply account for the entire amount of program funds in the budget grid. Click on *Calculate Totals and Save*.
3. If the district chooses to use all or part of its indirect cost, determine the allowable amount of indirect cost funds you wish to retain for program administration.
 - a. Do not include the indirect cost amount in the budget grid.
 - b. Account for the remaining program funds in the budget grid.
 - c. Click on *Calculate Totals and Save*. Your indirect cost amount will show up at the bottom of the budget grid as *Indirect Cost*.

Note: *The maximum allowed Indirect Cost will display in the 'Maximum Indirect Cost Funds' field above the Budget Grid.*

FTES

Directions:

1. If any portion of a staff's salary is paid with Title IIA funds, enter the prorated FTE amount under the specific category.
2. Click on *Save All*. The Total FTES will be calculated/displayed.

Content Areas

Directions:

1. Check all content areas in which Title IIA services are provided. At least one selection is required.
2. Click on *Save All*.

Allowable Activities

Directions:

1. For each section as required, insert the amount of Public and/or Non-Public funding, and the number of participating Public staff.
2. Place a check in the activities that will be funded in each section.
3. Click on *Save All*.

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'Title IIA' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the 'Show Details' link.
3. Correct any information and click the *Save All* button.
4. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

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Footer Information

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EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Title III – Help

Help Information

Header Information

Budget Grid

Indirect Cost

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Content Areas

Delivery Systems

Program Types

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Allowable Activities

Title III Requirements

Save Information

Comments

Footer Information

Application Help

Application ID: INKAR000000 Access Level: District/State

Total Title III Funds Available: \$916,231 Restricted Indirect Cost Rate: 0.0756

Maximum Indirect Cost Code: 864,238
 Maximum 2% Administrative Cost, Including Indirect Cost: \$16,365
 Maximum Available After Maximum Indirect Cost: \$833,632

Line	Item	FTEs	2024-25 Indirect Cost	2024-25 Total Cost						
100	Salaries	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101	Benefits	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
102	Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
104	Professional Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
105	Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100 Other		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total										\$916,231

FTEs Paid with Title III Funds

Category	FTE	Headcount
Administrators	0.00	0
Classroom Staff	0.00	0
Paraprofessionals	0.25	1
Parent Liaison	0.00	0
Professional Development Provider	0.00	0
Social Work, Outreach or Advocacy	0.00	0
Teachers	1.00	1
FTE Totals:	1.25	2

Content Areas

ESOL/Bilingual Library Media Preschool Science

Family Literacy Mathematics Professional Development Technology

Language Arts Parent Involvement Reading Other (Please explain)

If other, please explain:

Delivery Systems

Before / After School In-Class Pull-Out Summer School

Describe how the selected delivery systems ensure that English Learners develop English fluency:

Program Types

Content-based ESOL Push-in ESOL

Developmental Bilingual Sheltered English Instruction

Dual Language Typically Developed Academic Instruction Delivered in English (SDARE)

ESOL Resource Center Structured English Immersion

Heritage Language Two-way Immersion

Newcomer Transitional Bilingual

Pull-out ESOL Other (Please explain)

If other, please explain:

Number of Students to be Served

Grade Level	Number of Children to be Served
Preschool Age	0
Grades K-12	0
Ages 18-21	0
Total English Language Learners	0

Allowable Activities (Indirect cost should not be included in allowable activities)

Amount Available After Indirect Cost: 900000 Amount Remaining for Allowable Activities: 0

English Learners: 202000 Public Funding Non-Public Funding

Required Activities

Supporting the development and implementation of LEPs

Providing professional development to teachers and other personnel serving ELs

Providing parent, family, and community engagement activities

If applicable, other activities and strategies that enhance or supplement LEPs, including coordination and alignment across programs

Optional Activities

Integrating program objectives and instructional strategies

Improving instruction for ELs through curricula, instructional materials, software, and assessment procedures

Providing materials and academic or career and technical education

Providing intensified supplemental instruction, including translated materials, interpreters, and translators

Supporting LEPs for preschool programs

Implementing strategies to improve ELP and academic achievement for ELs

Providing community participation programs, family literacy services, and parent and family outreach and training activities to ELs and their families

Providing resources, including educational technology, electronic networks for materials, training, and consultation, and incorporation of these resources into curricula and programs, to improve the instruction of ELs

Offering programs to help ELs achieve success in postsecondary education

Improving the instruction of ELs with disabilities

Other (Please explain)

If other, please explain:

Describe the professional development that will be funded with Title III funds.
 this is my professional development

Describe how the activities checked above will be utilized to increase language proficiency and/or student achievement.
 increase language proficiency

Title III Acquisition Requirements

1. Indicate how the district will meet elementary and secondary schools participating in Title III requirements.

Assessment Results

Evaluation of Methods of Instruction/Delivery

Individual Learning Plans (ILPs) for each EL

Individualized and Small Group Instruction

Maintain Number of Endorsed Teachers Sufficient to Meet Student Achievement

Student Improvement Team Practices to Assist the Teachers and Students

Targeted Professional Development

Teacher Collaboration Time

Update Curricula, Instructional Materials, Educational Software

If other, please explain:

2. Indicate the district plan or process for monitoring teacher ELs for the two years after they exit the program.

Homework or Classroom Grades Teacher Observation

State Assessment Scores Other (Please explain)

If other, please explain:

3. Indicate how the district will use Title III funds.

Acquire and Update Curricula, Instructional Materials, or Educational Software

Professional Development

Support Teachers Taking Endorsement Courses

Other (Please explain)

If other, please explain:

Save All

School District Comment (5000 Character limit)

KSDE Comment (5000 Character limit)

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 Help Desk: (785) 236-3925
 Print Instructions: (785) 236-3931

900 Day Jackson St., Suite 620
 Topeka, KS 66612

Send Questions to: edhelp@ksde.org

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Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Title III Help: This link will open the 'Title III Help' page, which will give an overview of how to complete the Title III page of the LCP Application.

Header Information

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Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Budget Grid

Directions:

1. After completing budget information in the grid, click on *Calculate Totals and Save* button.
2. The amount in the cell *Grand Total* should equal the amount next to the heading *Total Title III Funds Available*.
3. All available funds need to be accounted for in the budget grid.
4. When the *Grand Total* amount equals *Total Title III Funds Available* amount, click on *Calculate Totals and Save*.

Note: *The fields above the Budget Grid will be pre-populated and are for informational purposes.*

Note: *No more than 2% of the Title III Funds can be used for Administrative costs (columns 2300 & 2400), which includes Indirect Cost.*

Indirect Cost

Directions:

1. Use of indirect cost funds is optional, not required.
2. If the district chooses not to use indirect cost, simply account for the entire amount of program funds in the budget grid. Click on *Calculate Totals and Save*.
3. If the district chooses to use all or part of its indirect cost, determine the allowable amount of indirect cost funds you wish to retain for program administration.
 - a. Do not include the indirect cost amount in the budget grid.
 - b. Account for the remaining program funds in the budget grid.
 - c. Click on *Calculate Totals and Save*. Your indirect cost amount will show up at the bottom of the budget grid as *Indirect Cost*.

Note: *The maximum allowed Indirect Cost will display in the 'Maximum Indirect Cost Funds' field above the Budget Grid.*

FTEs

Directions:

1. If any portion of a staff's salary is paid with Title III funds, enter the prorated FTE and Headcount amounts under the specific category.
2. Click on *Save All*. The Total FTEs will be calculated/displayed when you tab out of the FTE fields.

Content Areas

Directions:

1. Check all content areas in which Title III services are provided. At least one selection is required.
2. Click on *Save All*.

Delivery Systems

Directions:

1. Check all delivery systems that are implemented in providing Title III services. At least one selection is required.
2. Enter a description of how the selected delivery systems ensure that English Language Learners develop English fluency.
3. Click on *Save All*.

Program Types

Directions:

1. Check all program types that will be used to provide services with Title III funds. At least one selection is required.
2. Click on *save all*.

Students Served

Directions:

1. Provide the count of identified English Learner (EL) students in each age category who are receiving services funded with Title III funds.
2. Click on *Save All*.

Allowable Activities

Directions:

1. For the English Language Learners section, insert the amount of Public and/or Non-Public funding.
2. Place a check in the activities that will be funded in each section. At least one selection is required.
3. Enter a description of how the activities checked will be utilized to increase language proficiency and/or student achievement. This is required.
4. Click on *Save All*.

Title III Requirements

Directions:

1. For each section, check the appropriate selections. At least one selection is required in each section.
2. Click on *Save All*.

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'Title III' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the *Show Details* link.
3. Correct any information and click the *Save All* button.
4. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
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Immigrant - Help

Help Information

Header Information

Budget Grid

Indirect Cost

FTEs

Content Areas

Delivery Systems

Students Served

Allowable Activities

Save Information

Comments

Footer Information

LCP Application Application Help

48750 Kansas City School Year: 2024-2025 Cycle: 1 In-Process Audit ID: nclarksubmit Access Level: DistrictAdmin

[Immigrant Help](#)

Immigrant Instruction and Activities for Immigrant Students

Total Immigrant Funds Available: **\$50,500** Restricted Indirect Cost Rate: **0.0756**
 Maximum Indirect Cost Funds: **\$3,549**
 Amount Available After Maximum Indirect Cost: **\$46,951**

	1000 Instructs	2100 Instr Staff	2200 Supp Staff	2300 Instr Staff	2400 Instr Staff	2500 Optns Build Svcs	2700 Vehicle Optns Svcs	3100 Food Svcs Optns	CEAP	TOTAL
100 Salaries	0	12500	0	0	0	0	0	0	0	\$12,500
200 Employee Benefits	0	6250	0	0	0	0	0	0	0	\$6,250
300 Purchased Services	0	0	0	0	0	0	0	0	0	\$0
400 Purchased Property	0	0	0	0	0	0	0	0	0	\$0
500 Other Prof Services	0	0	0	0	0	0	0	0	0	\$0
600 Supplies / Materials	20000	0	0	0	0	0	0	0	0	\$20,000
700 Property	0	0	0	0	0	0	0	0	0	\$0
800 Other	0	0	0	0	0	0	0	0	0	\$0
TOTAL	\$38,000	\$18,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56,750
										Indirect Cost \$3,799

Calculate Totals and Save

FTEs Paid with Immigrant Funds

	FTE	Headcount
Administrators	0.00	0
Clerical Staff	0.00	0
Paraprofessionals	0.50	1
Parent Liaison	0.00	0
Professional Development Providers	0.00	0
Social Work, Outreach or Advocacy	0.00	0
Teachers	0.00	0
FTE Totals	0.50	1

Content Areas

ESOL/Bilingual Library Media Preschool Science
 Family Literacy Mathematics Professional Development Technology
 Language Arts Parent Involvement Reading Other (Please explain)

If other, please explain:

Delivery Systems

Before / After School In-Class Pull-Out Summer School

Number of Students to be Served

156 Immigrants

Allowable Activities (Indirect cost should not be included in allowable activities)
 Amount Available After Indirect Cost: 46750 Amount Remaining for Allowable Activities: 0

Immigrant Students

48750 Public Funding Non-Public Funding

Family literacy, parent and family outreach, and training activities designed to assist parents and families to become active participants in the education of their children

Recruitment of, and support for, personnel, including teachers and paraprofessionals who have been specifically trained, or are being trained, to provide services to immigrant children and youth

Tutoring, mentoring, and academic or career counseling for immigrant children and youth

Identification, development, and acquisition of curricular materials, educational software, and technologies to be used in the program

Cost of transportation, providing additional classroom supplies, and other costs to supplement basic instructional services

Activities, coordinated with community-based organizations, institutions of higher education, private sector entities, or other entities with expertise in working with immigrants, to assist parents and families of immigrant children and youth by offering comprehensive community services

Other instructional services that are designed to assist immigrant children and youth to achieve in elementary and secondary schools in the United States, such as programs of introduction to the educational system and civics education

Other (Please explain)

If other, please explain:

Describe how Immigrant funds will be utilized for the selected Allowable Activities.

Immigrant description

Save All

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

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 Front Desk: (785) 296-3211
 Fax: (785) 295-3791
 Lansing State Office Building
 201 Jackson St. State Office
 Topeka, KS 66612
 Send Questions to: LCP@ksde.ks.gov

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Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

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Budget Grid

Directions:

1. After completing budget information in the grid, click on *Calculate Totals and Save* button.
2. The amount in the cell *Grand Total* should equal the amount next to the heading *Total Immigrant Funds Available*.
3. All available funds need to be accounted for in the budget grid.
4. When the *Grand Total* amount equals *Total Immigrant Funds Available* amount, click on *Calculate Totals and Save*.

Note: The fields above the Budget Grid will be pre-populated and are for informational purposes.

Indirect Cost

Directions:

1. Use of indirect cost funds is optional, not required.
2. If the district chooses not to use indirect cost, simply account for the entire amount of program funds in the budget grid. Click on *Calculate Totals and Save*.
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 - c. Click on *Calculate Totals and Save*. Your indirect cost amount will show up at the bottom of the budget grid as *Indirect Cost*.

Note: The maximum allowed Indirect Cost will display in the 'Maximum Indirect Cost Funds' field above the Budget Grid.

FTES

Directions:

1. If any portion of a staff's salary is paid with Immigrant funds, enter the prorated FTE and Headcount amounts under the specific category.
2. Click on *Save All*. The Total FTES will be calculated/displayed when you tab out of the FTE fields.

Content Areas

Directions:

1. Check all content areas in which Immigrant services are provided. At least one selection is required.
2. Click on *Save All*.

Delivery Systems

Directions:

1. Check all delivery systems that are implemented in providing Immigrant services. At least one selection is required.
2. Click on *Save All*.

Students Served

Directions:

1. Provide the total count of identified Immigrant students who are receiving services funded with Immigrant funds. This field is required.
2. Click on *Save All*.

Allowable Activities

Directions:

1. For the Immigrant Students section, insert the amount of Public and/or Non-Public funding.
2. Place a check in the activities that will be funded in this section. At least one selection is required.
3. Enter a description of how Immigrant funds will be utilized for the selected Allowable Activities. This is required.
4. Click on *Save All*.

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'Immigrant' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the *Show Details* link.
3. Correct any information and click the *Save All* button.
4. Re-check for error messages.

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Comments

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Title IVA Help: This link will open the 'Title IVA Help' page, which will give an overview of how to complete the Title IVA page of the LCP Application.

Header Information

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Budget Grid

Directions:

1. After completing budget information in the grid, click on *Calculate Totals and Save* button.
2. The amount in the cell *Grand Total* should equal the amount next to the heading *Total Title IVA Funds Available*.
3. All available funds need to be accounted for in the budget grid.
4. When the *Grand Total* amount equals *Total Title IVA Funds Available* amount, click on *Calculate Totals and Save*.

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Indirect Cost

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 - c. Click on *Calculate Totals and Save*. Your indirect cost amount will show up at the bottom of the budget grid as *Indirect Cost*.

Note: *The maximum allowed Indirect Cost will display in the 'Maximum Indirect Cost Funds' field above the Budget Grid.*

FTES

Directions:

1. If any portion of a staff's salary is paid with Title IVA funds, enter the prorated FTE amount under the specific category.
2. Click on *Save All*. The Total FTES will be calculated/displayed.

Content Areas

Directions:

1. Check all content areas in which Title IVA services are provided. At least one selection is required.
2. Click on *Save All*.

Allowable Activities & Goals

Directions:

1. For each section as required, insert the amount of Public and/or Non-Public funding, and the number of participating Public staff.
2. If Public and/or Non-Public funding is entered in an allowable activity section, the district must enter at least one goal for that section.
3. Place a check in the activities that will be funded in each section.
4. Click on *Save All*.

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'Title IVA' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the 'Show Details' link.
3. Correct any information and click the *Save All* button.
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Note: *For a list of the error messages and resolutions, consult the online Help pages.*

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Migrant – Help

Help Information

Header Information

Budget Grids

Indirect Cost

FTEs / Headcounts

Position

Needs Assessment

Content Areas

Support Services

Delivery Systems

Allowable Activities

Save Information

Comments

Footer Information

Application Help

Application ID: 123456789

Application Name: Migrant Education

Application Type: Regular School Year

Application Status: In Progress

Application Date: 10/26/2025

Application Cycle: 1 to Process

Application District: 0000 Kansas City

Application School Year: 2024-2025

Application Cycle: 1 to Process

Application Audit ID: Information

Application Access Level: District/Student

Application URL: [View all Education Info](#)

Regular School Year

Total Migrant Funds Available: **\$35,000** Restricted Indirect Cost Rate: **0.0756**
Maximum Indirect Cost Funds: **\$2,606**
Amount Available after Maximum Indirect Cost: **\$32,394**

	2000 Indirect	2000 Direct	TOTAL																			
100 Salaries	13000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$13,000
200 Employee Benefits	2000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$2,000
300 Purchased Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
400 Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
500 Non-Federal Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
600 Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
700 Supplies / Materials	3000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$3,000
800 Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
900 Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
TOTAL	\$17,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,000

Summer Session

	2000 Indirect	2000 Direct	TOTAL																			
100 Salaries	5000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$5,000
200 Employee Benefits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
300 Purchased Services	2700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$2,700
400 Indirect	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
500 Non-Federal Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
600 Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
700 Supplies / Materials	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
800 Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
900 Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0
TOTAL	\$11,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,700

Calculate Totals and Save

FTEs paid with Migrant Education funds

	Regular FTE	Summer FTE	Summer Headcount
Administrations	0.00	0.00	0
Classical Staff	0.00	0.00	0
Guidance/Counseling	0.00	0.00	0
Paraprofessionals	0.00	0.00	0
Parent Liaison	0.00	0.00	0
Professional Development Providers	0.00	0.00	0
Rugby Transportation	0.00	0.00	0
Social Work, Outreach or Advocacy	0.00	0.00	0
Teachers	0.25	1	1
FTE and Headcount Totals	0.25	1	1

Position

Position	Name	E-mail Address
Director	Nicole Clark	nclark@kde.org
Data Coordinator	Nicole Clark	nclark@kde.org
Recruiter	Nicole Clark	nclark@kde.org

Needs Assessment

Purpose: The general purpose of the Migrant Education Program is to ensure that migrant children fully benefit from the same free public education provided to other children.

Needs Assessment: The purpose of the Needs Assessment is to ensure that the LEA in collaboration with the SEA will identify and address the special educational needs of migratory children in accordance with a comprehensive State plan. The Migrant services must be developed in collaboration with parents of migratory children.

According to the data generated by the needs assessment, identify area(s) of need:

- School Readiness
- English Language Arts (ELA) and Mathematics
- Graduation/Completion of a High School Diploma
- Non-Instructional Support Services

Content Areas

Credit/Attendance Recovery Language Arts Preschool Other (Please explain)

GED Preparation Mathematics Reading

If other, please explain:

Support Services

Counseling Necessary Educational Supplies Social Services for Migrant Families

Education Services Nutrition Transportation

Health OTR Life Skills

Delivery Systems

In-Class Preschool Subsidy Programs Web Based Curriculum

In-Home Instruction Full-Out Summer School

Allowable Activities

(Indirect cost should not be included in allowable activities)

Amount Available After Indirect Cost: **\$30,788** Amount Remaining for Allowable Activities: **\$0**

24/7 Public Funding Non-Public Funding

Electronic transfer of migrant student records Professional development

Family Mentoring services Programs to improve academic achievement

Health, nutrition, and social services Using technology for student achievement and data management

Parent Involvement

Save All

School District Comments (1000 character limit)

KDE Comments (1000 character limit)

Show Details... No errors found. Show Details... [? Top of Page](#)

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Fax: (785) 296-3244
Kansas State Department of Education
1001 W. Johnson St., Suite 400
Topeka, KS 66612
Email: ksde@ksde.org
Web: ksde.org

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Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Migrant Education Help: This link will open the 'Migrant Education Help' page, which will give an overview of how to complete the Migrant page of the LCP Application.

Header Information

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Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Budget Grids

Directions:

1. After completing budget information in the Regular School Year and Summer Session grids, click on *Calculate Totals and Save* button.
2. The amount in the cell *Grand Total* should equal the amount next to the heading *Total Migrant Funds Available*.
3. All available funds need to be accounted for in the budget grid.
4. When the *Grand Total* amount equals *Total Migrant Funds Available* amount, click on *Calculate Totals and Save*.
5. Click on *Save All*.

Note: *The fields above the Budget Grid will be pre-populated and are for informational purposes.*

Indirect Cost

Directions:

1. Use of indirect cost funds is optional, not required.
2. If the district chooses not to use indirect cost, simply account for the entire amount of program funds in the budget grid. Click on *Calculate Totals and Save*.
3. If the district chooses to use all or part of its indirect cost, determine the allowable amount of indirect cost funds you wish to retain for program administration.
 - a. Do not include the indirect cost amount in the budget grid.
 - b. Account for the remaining program funds in the budget grid.
 - c. Click on *Calculate Totals and Save*. Your indirect cost amount will show up at the bottom of the budget grid as *Indirect Cost*.

Note: *The maximum allowed Indirect Cost will display in the 'Maximum Indirect Cost Funds' field above the Budget Grid.*

FTES / Headcounts

Directions:

1. If any portion of a staff's salary is paid with Migrant funds, enter the prorated FTE and Headcount amounts under the specific category.
2. The amount of FTEs can be entered in hundredths (Examples: 12.25; 0.05; etc.).
3. The amount of Headcounts can be entered in whole numbers (Examples: 12; 1, etc.)
4. The amount of FTEs and Headcounts will be calculated once you tab out of each field.
5. Click on *Save All*. The Total FTEs and Headcounts will be calculated/displayed.

Note: *If an FTE is entered, then the corresponding Headcount must be entered, and vice versa.*

Position

Directions:

1. Enter the Name and E-Mail Address of the district's Migrant Director.
2. Enter the Name and E-Mail Address of the district's Migrant Data Coordinator
3. Enter the Name and E-Mail Address of the district's Migrant Recruiter.
4. Click on *Save All*.

Note: *If Migrant funds are retained, then each of the fields is required in the Position section.*

Needs Assessment

Directions:

1. Review the data generated by the district needs assessment to identify areas of need and the activities that will be implemented to address those needs.
2. Use the drop-down boxes to select the priority of each of the four areas in which the Migrant funds will be utilized.
3. Click on *Save All*.

Note: *If Migrant funds are retained, then a priority level must be set on all three areas of the Needs Assessment*

section.

Content Areas

Directions:

1. Check all content areas in which Migrant services are provided. At least one selection is required.
2. Click on *Save All*.

Support Services

Directions:

1. Check all support services in which Migrant funds will be utilized.
2. Click on *Save All*.

Delivery Systems

Directions:

1. Check all delivery systems that are implemented in providing Migrant services. At least one selection is required.
2. Click on *Save All*.

Allowable Activities

Directions:

1. For each section as required, insert the amount of Public and/or Non-Public funding.
2. Place a check in the activities that will be funded in each section. At least one selection is required.
3. Click on *Save All*.

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'Migrant' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the *Show Details* link.
3. Correct any information and click the *Save All* button.
4. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: *There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.*

Footer Information

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The Kansas MEP provides supplemental programs and services that support developmentally appropriate environments to prepare migrant pre-K students for lifelong success.

Measurable Program Outcomes

MPO 1A: By the end of the 2024-25 performance period, 70% of 3- and 4-year-old migratory children participating in early learning services fully or partially funded by the MEP will demonstrate age-appropriate skills leading toward kindergarten readiness on local school readiness post-test assessments.

MPO 1B: By the end of the 2024-25 performance period, 70% of eligible migratory children ages 3-5 not attending kindergarten will receive MEP instructional services.

School Readiness - Strategies/Activities to Meet Outcomes

- Coordinate with local preschool service providers and families to ensure that migratory children receive school readiness services.
- Coordinate/ provide high quality early learning instruction during the regular year and summer that is fully or partially funded by the MEP to 3- and 4-year-old migratory children who are not yet in school.
- Other (Please explain)

If other, please explain:

explanation

description

For each identified strategy, describe how it is carried out, along with the personnel involved and Migrant resources devoted to its execution:

School Readiness - Migrant Resources Needed from KSDE to Implement these Services

- Professional Development
- Research Based Curriculum
- Technical Assistance from SEA

Name of Site Where Services will be Provided

Services Provided	Site #	Attendance Center	Building Level
<input checked="" type="checkbox"/>	3318	Golden Plains Elem	Elementary
<input checked="" type="checkbox"/>	3316	Golden Plains High	High School
<input checked="" type="checkbox"/>	3314	Golden Plains Middle	Middle School

District Totals

Age	Number of Children to be Served by Age
3	5
4	5
5	5
TOTAL	15

Save and Continue School Readiness Save and Go to English Language Arts (ELA) and Mathematics

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

Show Details

No errors found.

Show Details

Go to the English Language Arts (ELA) and Mathematics page

Go to the Graduation/Completion of a High School Diploma page

Go to the Non-Instructional page

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Help Desk: (785) 296-4925

Front Desk: (785) 296-3201

Fax: (785) 291-3791

Landon State Office Building

200 SW Jackson St., Suite 400

Topeka, KS 66612

Send Questions to: LCP@ksde.ks.gov

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Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

School Readiness Help: This link will open the 'Migrant – School Readiness Help' page, which will give an overview of how to complete the Migrant – School Readiness page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

School Readiness – Strategies/Activities

Directions:

1. Check all the strategies/activities in which Migrant funds will be utilized to meet objectives.
2. If your district does not serve any Migrant students for school readiness, check the N/A selection. Then, no additional information is necessary on this page.
3. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

School Readiness – Resources

Directions:

1. Check all the resources from KSDE which will be needed in order to implement these services.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

School Readiness – Sites

Directions:

1. Check all the sites where Migrant services will be provided.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

School Readiness – District Totals

Directions:

1. Enter the ages of the students to be served with Migrant funds for School Readiness.
2. Click on *Save All*.

Note: *At least one of the items in this section must contain a value.*

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'School Readiness' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the 'Show Details' link.
3. Correct any information and click the *Save All* button.
4. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

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Migrant – English Language Arts (ELA) and Mathematics – Help

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The Kansas MEP provides programs and services in reading and mathematics to ensure that the special educational needs of migrant children are identified and addressed through evidence-based reading curriculum, instruction, and assessment. The MEP provides supplemental instruction after local, state, and other federal resources have been utilized to ensure that migrant students receive opportunities to meet the same challenging state academic content standards in reading and mathematics that all children are expected to meet.

- Measurable Program Outcomes
- MPO 2A.1: By the end of the 2024-25 performance period, 70% of migratory students receiving MEP-funded supplemental reading instruction will demonstrate a 2% gain on local reading assessments.
 - MPO 2A.2: By the end of the 2024-25 performance period, 55% of the migratory students served during the summer will receive needs-based ELA instruction.
 - MPO 2B.1: By the end of the 2024-25 performance period, 70% of migratory students receiving MEP-funded supplemental math instruction will demonstrate a 2% gain on local math assessments.
 - MPO 2B.2: By the end of the 2024-25 performance period, 40% of the migratory students served during the summer will receive needs-based math instruction.

English Language Arts (ELA) and Mathematics - Strategies/Activities to Meet Outcomes

- Coordinate/provide evidence-based, supplemental academic interventions/tutoring in ELA for migratory students according to individual student needs in reading during the school day, extended day, and in summer programs.
- Coordinate/provide evidence-based, supplemental academic interventions/tutoring in math for migratory students according to individual student needs in math during the school day, extended day, and in summer programs.

Other (Please explain)

If other, please explain:

explanation

description

For each identified strategy, describe how it is carried out, along with the personnel involved and Migrant resources devoted to its execution:

English Language Arts (ELA) and Mathematics - Migrant Resources Needed from KSDE to Implement these Services

- Professional Development
- Research Based Curriculum
- Technical Assistance from SEA

Name of Site Where Services will be Provided

Services Provided	Bldg #	Attendance Center	Building Level
<input checked="" type="checkbox"/>	3318	Golden Plains Elem	Elementary
<input checked="" type="checkbox"/>	3316	Golden Plains High	High School
<input checked="" type="checkbox"/>	3314	Golden Plains Middle	Middle School

District Totals

Grade Level	Number of Children to be Served by Grade Level
K-6	5
7-8	5
9-12	5
TOTAL	15

[Save and Continue English Language Arts \(ELA\) and Mathematics](#)

[Save and Go to Graduation/Completion of a High School Diploma](#)

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

Show Details...

No errors found.

Show Details...

[Go to the School Readiness page](#)

[Go to the Graduation/Completion of a High School Diploma](#)

[Go to the Non-Instructional page](#)

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

English Language Arts (ELA) and Mathematics Help: This link will open the 'Migrant – English Language Arts (ELA) and Mathematics Help' page, which will give an overview of how to complete the Migrant – English Language Arts (ELA) and Mathematics page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

English Language Arts (ELA) and Mathematics – Strategies/Activities

Directions:

1. Check all the strategies/activities in which Migrant funds will be utilized to meet objectives.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

English Language Arts (ELA) and Mathematics – Resources

Directions:

1. Check all the resources from KSDE which will be needed in order to implement these services.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

English Language Arts (ELA) and Mathematics – Sites

Directions:

1. Check all the sites where Migrant services will be provided.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

English Language Arts (ELA) and Mathematics – District Totals

Directions:

1. Enter the ages of the students to be served with Migrant funds for English Language Arts (ELA) and Mathematics.
2. Click on *Save All*.

Note: *At least one of the items in this section must contain a value.*

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'English Language Arts (ELA) and Mathematics' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the *Show Details* link.
3. Correct any information and click the *Save All* button.
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Comments

Directions:

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Migrant – Graduation/ Completion of a High School Diploma – Help

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 - > Assurances
 - > Submit for Approval

The Kansas program offers high school students supplementary programs and services to earn credit for missed or incomplete courses, helping them stay on track for graduation.

Measurable Program Outcomes

MPO 3A: By the end of the 2024-25 performance period, 70% of projects will rate their implementation of Strategy 3.1 (services to address SEL) as "succeeding" or "exceeding" on the QSL.

MPO 3B: By the end of the 2024-25 performance period, 80% of secondary aged migratory students/OSY enrolled in supplemental credit accrual opportunities and instruction will earn at least one-half credit toward graduation.

MPO 3C: By the end of the 2024-25 performance period, 80% of OSY responding to the OSY Survey who participated in MEP HSED preparation, post-secondary education, and career readiness services will report increased knowledge in those areas.

Graduation/Completion of a High School Diploma - Strategies/Activities to Meet Outcomes

- Coordinate/provide migratory students with evidence-based support and services to address SEL factors that impact their learning and motivation.
- Coordinate/provide secondary-aged migratory students with supplemental credit accrual options, instruction leading toward graduation or a high school equivalency diploma, and post-secondary education and careers.
- Coordinate/provide support to migratory OSY on re-engagement/ HSED preparation, and post-secondary education and career readiness.
- Other (Please explain)

If other, please explain:

explanation

description

For each identified strategy, describe how it is carried out, along with the personnel involved and Migrant resources devoted to its execution:

Graduation/Completion of a High School Diploma - Migrant Resources Needed from KSDE to Implement these Services

- Professional Development
- Research Based Curriculum
- Technical Assistance from SEA

Name of Site Where Services will be Provided

Services Provided	Site #	Attendance Center	Building Level
<input checked="" type="checkbox"/>	3318	Golden Plains Elem	Elementary
<input checked="" type="checkbox"/>	3316	Golden Plains High	High School
<input checked="" type="checkbox"/>	3314	Golden Plains Middle	Middle School

District Totals

Grade Level	Number of Children to be Served by Grade Level
9	6
10	7
11	8
12	1
TOTAL	22

Save All Save and Go to Non-Instructional

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

Show Details... No errors found. Show Details...

- Go to the School Readiness page
- Go to the English Language Arts (ELA) and Mathematics
- Go to the Non-Instructional page

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Graduation/Completion of a High School Diploma Help: This link will open the 'Migrant – Graduation/Completion of a High School Diploma Help' page, which will give an overview of how to complete the Migrant – Graduation/Completion of a High School Diploma page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Graduation/Completion of a High School Diploma – Strategies/Activities

Directions:

1. Check all the strategies/activities in which Migrant funds will be utilized to meet objectives.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

Graduation/Completion of a High School Diploma – Resources

Directions:

1. Check all the resources from KSDE which will be needed in order to implement these services.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

Graduation/Completion of a High School Diploma – Sites

Directions:

1. Check all the sites where Migrant services will be provided.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

Graduation/Completion of a High School Diploma – District Totals

Directions:

1. Enter the ages of the students to be served with Migrant funds for Graduation/Completion of a High School Diploma.
2. Click on *Save All*.

Note: *At least one of the items in this section must contain a value.*

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'Graduation/Completion of a High School Diploma' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the *Show Details* link.
3. Correct any information and click the *Save All* button.
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Comments

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EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Migrant – Non-Instructional Support Services – Help

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LCP Application

00316 Golden Plains School Year: 2024-2025 Cycle: 1 In-Process Audit ID: nclarksumt2 Access Level: DistrictSubmit

Non-Instructional Support Services Migrant

The Kansas MEP provides additional counseling support, opportunities, materials and other resources to migrant students and families to support academic success.

Measurable Program Outcomes

MPO 4A: By the end of the 2024-25 performance period, 80% of staff responding to the Staff Survey will report that MEP professional development increased their capacity to provide needs-based services to migratory children and youth.

MPO 4B: By the end of the 2024-25 performance period, 80% of projects will rate their implementation of Strategy 4.2 (counseling and advocacy) as "succeeding" or "exceeding" on the QSL.

MPO 4C: By the end of the 2024-25 performance period, 80% of migratory parents responding to the Parent Survey will report that the MEP helped their children increase their knowledge of and access to services for which they are eligible.

MPO 4D: By the end of the 2024-25 performance period, 80% of migratory parents responding to the Parent Survey will report that MEP parent activities increased their skills for supporting their children's education.

Non-Instructional Support Services – Strategies/Activities to Meet Outcomes

- Coordinate/provide counseling and advocacy for all migratory students/OSV/families (e.g., college and career readiness, information on students' Individual Plan of Study [IPS]).
- Coordinate/provide needs-based support services to migratory children and youth (e.g., information on health, mental health, and social-emotional programs; advocacy to receive services for which they are eligible).
- Coordinate/provide professional development to MEP staff, school staff, programs, and community organizations to provide a culturally responsive and supportive academic environment for migratory children and youth.
- Provide flexible parent engagement activities to migratory parents addressing reading, math, school readiness, graduation, post-secondary/career readiness.
- Other (Please explain)

If other, please explain:
Explanation

description

For each identified strategy, describe how it is carried out, along with the personnel involved and Migrant resources devoted to its execution:

Non-Instructional Support Services – Migrant Resources Needed from KSDE to Implement these Services

- Professional Development
- Research Based Curriculum
- Technical Assistance from SEA

Name of Site Where Services will be Provided

Services Provided	Qty #	Attendance Center	Building Level
<input checked="" type="checkbox"/>	3318	Golden Plains Elem	Elementary
<input checked="" type="checkbox"/>	3316	Golden Plains High	High School
<input checked="" type="checkbox"/>	3314	Golden Plains Middle	Middle School

Save All

School District Comments (1000 character limit)

KSDE Comments (1000 character limit)

Show Details... No errors found. Show Details...

Go to the School Readiness page
Go to the English Language Arts (ELA) and Mathematics page
Go to the Graduation/Completion of a High School Diploma page

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Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Migrant – Non-Instructional Support Services Help: This link will open the 'Migrant – Non-Instructional Support Services Help' page, which will give an overview of how to complete the Migrant – Non-Instructional Support Services page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Non-Instructional Support Services – Strategies/Activities

Directions:

1. Check all the strategies/activities in which Migrant funds will be utilized to meet objectives.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

Non-Instructional Support Services – Resources

Directions:

1. Check all the resources from KSDE which will be needed in order to implement these services.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

Non-Instructional Support Services – Sites

Directions:

1. Check all the sites where Migrant services will be provided.
2. Click on *Save All*.

Note: *At least one of the items in this section must be checked.*

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'Non-Instructional Support Services' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the *Show Details* link.
3. Correct any information and click the *Save All* button.
4. Re-check for error messages.

Note: *For a list of the error messages and resolutions, consult the online Help pages.*

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: *There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.*

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Non-Public Information – Help

Help Information

Header Information

Radio Buttons

Private School Consultation

Allocations

Non-Public School Information

Save Information

Comments

Footer Information

Application Help

District: D0500 Kansas City School Year: 2024-2025 Cycle: 1 In-Process Audit ID: ncharlesmit Access Level: DistrictAdmin

NON-PUBLIC INFORMATION

[Non-Public Information Help](#)

District does not have any Non-Public schools within its boundaries.
 All Non-Public schools do not wish to participate.
 District does have Non-Public schools that participate.

[Click here to download a copy of the required consultation document that needs to be submitted to LCP.](#)

Title I	Title II	Title III	Immigrant	Title I/II	Migrant
1463904	30000	28000	10000	20000	0

* Title I funds on this page are determined by the Non-Public Total Allocation/Calculation step 2 of the Building Allocation screen.

Add Schools (show details...)

Non-public school name	address	city	state	zip	title I	title II	title III	immigrant	title I/II	migrant
<input type="checkbox"/> School is participating Shelby Ward High School 710 N 12th St Kansas City, KS 661024212 Bldg #: 20029 8434	Reading Lang Arts Students	Mathematics Staff	Students 20	Students 3	Students 1	Students 3	Students 0	Students 0	Students 0	Students 0
<input type="checkbox"/> School is participating Christ The King (Kansas City) 2027 N 54th Street Kansas City, KS 661042118 Bldg #: 20029 8430	Reading Lang Arts Students	Mathematics Staff	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0
<input type="checkbox"/> School is participating Holy Name 1409 Westwood Blvd Kansas City, KS 661010909 Bldg #: 20029 8384	Reading Lang Arts Students	Mathematics Staff	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0
<input type="checkbox"/> School is participating John Paul II Catholic School 6915 W. 71st Street Overland Park, KS 662041905 Bldg #: 20029 8883	Reading Lang Arts Students	Mathematics Staff	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0
<input type="checkbox"/> School is participating Our Lady Of Unity 2046 S 34th Street Kansas City, KS 661064260 Bldg #: 20029 8400	Reading Lang Arts Students	Mathematics Staff	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0
<input type="checkbox"/> School is participating Resurrection Catholic School at the Cathedral 425 N. 15th St. Kansas City, KS 661024327 Bldg #: 20029 8887	Reading Lang Arts Students	Mathematics Staff	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0
<input type="checkbox"/> School is participating St Agnes Elem 5130 Mission Rd Overland Park, KS 662051659 Bldg #: 20029 9014	Reading Lang Arts Students	Mathematics Staff	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0
<input type="checkbox"/> School is participating St. Patrick Elementary 1066 N 94th St Kansas City, KS 661212154 Bldg #: 20029 9421	Reading Lang Arts Students	Mathematics Staff	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0
<input type="checkbox"/> School is participating V. Lindsay SDA School 3310 Garfield Ave. Kansas City, KS 66104 Bldg #: 20072 9981	Reading Lang Arts Students	Mathematics Staff	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0	Students 0

Save All

School District Comments (1000 character limit)

KSIE Comments (1000 character limit)

Show Details: 0 Match Error: 3 Other: 1 Show Details: 0

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Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Non-Public Information Help: This link will open the 'Non-Public Information Help' page, which will give an overview of how to complete the Non-Public Information page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Radio Buttons

Directions:

1. Select the appropriate radio button as it applies to non-public schools within your district.
 - District does not have any Non-Public schools within its boundaries.
 - All Non-Public schools do not wish to participate.
 - District does have Non-Public schools that participate.
2. If the district does not have any non-public schools participating, click on *Save All* and continue to another screen.

Private School Consultation

Directions:

1. On the screen, click on the link to download a copy of the document that needs to be submitted.
2. Complete the required *Private School Consultation* form and submit to KSDE for each Non-Public school that participates.

Note: *The LCP Application cannot be approved until the 'Private School Consultation' forms have been submitted to KSDE for each Non-Public school that participates.*

Allocations

Directions:

The district is NOT transferring funds:

1. If non-public schools are participating in any of the federal programs, consultation needs to occur between the public and non-public entities.
2. Review the district allocation letter to determine the amount generated by non-public students for each program in which the non-public school is eligible to participate.
3. That amount has been pre-populated in the appropriate field in the table.
4. The total amount for each program identified on this screen should be the same as the *Allowable Activities Non-Public Funding* total on each corresponding program screen.
5. Click on *Save All*.

Note: *The Title I amount will be pre-populated from the 'Building Allocations, Step 3' screen per pupil amount from the 'Non-Public Total Allocation/Set Aside' field.*

Note: *If an amount has been entered in the grid, at least one non-public school must have staff and student counts for that Title program. Also, if there is a staff and/or student count for a non-public school, you must enter an amount in the grid for that Title.*

The district IS transferring funds:

1. If non-public schools are participating in any of the federal programs, consultation needs to occur between the public and non-public entities before transferring or REAPing funds.
2. If a program's funds are transferred from one program to another, the non-public allocation will be determined by the remaining funds. Please contact KSDE for the revised non-public allocation amount.
3. Insert that amount into the appropriate program field in the table.
4. The total amount for each program identified on this screen should be the same as the *Allowable Activities Non-Public Funding* total on each corresponding program screen.
5. Click on *Save All*.

Non-Public School Information

Directions:

The Non-Public school is NOT participating:

1. For each non-public school that is not participating in funds from the district, click on the 'Delete' link to the left of the school name. This will delete the school from the list, but not from the Directory.

The Non-Public school IS participating:

1. For each non-public school that is participating, click on the 'Edit' link to the left of the school name.
2. Review the school building data. **Note: If changes to the school building data are needed, it must be done through the 'Directory Update' program by the non-public school.**
3. Check the 'School is Participating' checkbox.
4. For each program where non-public funds have been allocated, enter the number of participating Staff and the number of Students being served.
5. Click the *Update* link. **Note: If the changes should not be saved, click the 'Cancel' link.**
6. Click the *Save All* button to run the error checking for this page. **Note: You can wait to click 'Save All' after all of the non-public buildings have been updated. The data will be saved, but the error checking will not be done.**

Adding Schools: If a non-public building for the District is not displaying in the pre-populated list, follow this process to add the school to the list:

1. Click on the 'Add Schools' link.
2. Enter the search criteria and click on the *Find Now* button.
3. A list of schools will be returned matching the search criteria.
4. Scroll through the list to find the school and click the 'Add School' link. The non-public school will be added to the list of non-public schools where data can be entered for the Non-Public page. Note: This school will be added alphabetically in the list of non-public schools.
5. If the needed school is not found in the list, then the school will need to be added through the 'Directory Update' program by the non-public school. Once the school has been added, it will go through an approval process at KSDE, and then return to the LCP Application to add the non-public school to the list.

Deleting Schools: If a non-public building for the District does not need to display in the list of participating schools, you can click on the *Delete* link. **Note: This will only remove the non-public school from your list of participating schools and will not delete the school from the 'KSDE Directory'.**

Save Information

Directions:

1. Click the *Save All* button in order to save any changes made to the 'Non-Public Information' page.
2. Scroll to the bottom of the page and review any error messages by clicking on the *Show Details* link.
3. Correct any information and click the *Save All* button.
4. Re-check for error messages.

Note: For a list of the error messages and resolutions, consult the online Help pages.

Comments

Directions:

1. Enter any comments in the 'School District Comments' box that are necessary to support information that has been entered on this screen and click the *Save All* button.
2. KSDE staff will enter any comments necessary for changes needed in order to complete the submission of information entered on the screen.

Note: There is a limit of 1000 characters, and there is not a spell-check feature on the Comments box.

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Program Budget Summary

Help Information

Header Information

Object Totals

REAP Totals

Program Totals

Footer Information

LCP Application Kansas Department of Education

District: 00316 Golden Plains School Year: 2024-2025 Cycle: 1 In-Process Audit ID: ndarksubmit2 Access Level: DistrictSubmit

Program Budget Summary

	Title I	Title IA	Title III	Immigrant	Title IVA	Migrant	State ESOL	State Res	REAP	Object Totals
100 Salaries	25,000	0	30,000	0	0	0	0	0	19,000	\$82,500
200 Employee Benefits	0	0	0	0	0	1,500	0	0	0	\$1,500
300 Purchased Services	0	15,000	500	0	0	0	0	0	0	\$15,500
400 Purchased Property	0	0	0	0	0	0	0	0	0	\$0
500 Other Pch Services	5,000	1,000	0	0	0	0	0	0	0	\$6,000
600 Supplies / Materials	500	975	4,000	0	0	0	1,000	0	0	\$6,475
700 Property	0	0	0	0	0	0	0	0	0	\$0
800 Other	500	0	0	0	0	0	0	0	0	\$500
Indirect Cost	700	4,025	500	0	0	0	1,000	0	0	\$6,225
Totals	\$32,700	\$21,000	\$35,000	\$0	\$0	\$12,000	\$0	\$19,000	\$19,000	\$118,700

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Note: The Program Budget Summary page is a non-editable page that will show a summary of the information entered for each of the Title Programs. To update these values, go to the corresponding program page.

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Program Budget Summary Help: This link will open the 'Program Budget Summary Help' page, which will give an overview of the Program Budget Summary page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

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Object Totals

The **vertical** Object Totals represents the sum of each budget line across ALL programs.

Program Totals

The **horizontal** Program Totals represents how the total allocation for each program was budgeted.

REAP Totals

The REAP column funding amounts **are not** included in the vertical Object Totals or the horizontal Program totals. Each REAP budget line item represents the total amount budgeted across ALL programs.

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPhelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

The screenshot shows the LCP Application interface. On the left, a navigation menu includes 'Home', 'Application', and 'Comments'. The main content area displays 'Title I' and 'Title IIA' sections, each with 'District Comments' and 'KSDE Comments'. The footer contains contact information for the Kansas State Department of Education and a disclaimer.

Comments – Help (Callout pointing to the top left navigation area)

Help Information (Callout pointing to the 'Application Help' link in the top right)

Header Information (Callout pointing to the 'Audit ID' and 'Access Level' fields in the top right)

Comments (Callout pointing to the 'Comments' menu item in the left sidebar)

Footer Information (Callout pointing to the footer text and links at the bottom of the page)

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Comments Help: This link will open the 'Comments Help' page, which will give an overview of the Comments page of the LCP Application.

Header Information

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Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Comments

Click on the Comments menu item. When this screen is opened, it will show any comments that have been entered by the Districts and/or KSDE. Click on the link to the page to make any necessary changes.

Note: This is a good place to check for any requested budget changes noted by KSDE.

Note: You can click on the page link to open the Title page.

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

The screenshot shows the LCP Application interface. On the left, there are four yellow callout boxes: 'Reports - Help', 'Help Information', 'Header Information', and 'Reports'. On the right, there are four red callout boxes: 'Application Help', 'Reports Help', 'Print Original Grant Award Letters', and 'Print Report'. The interface includes a header with 'LCP Application', 'District: D0500 Kansas City', 'School Year: 2024-2025', 'Cycle: 1 Approved', and 'Audit ID: nclarksubmit Access Level: DistrictSubmit'. The main content area has a 'Reports' section with a list of report types and a 'Print Report' button. The footer contains contact information for the Kansas State Department of Education, including phone numbers, fax, and email address.

Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Reports Help: This link will open the 'Reports Help' page, which will give an overview of the Reports page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Reports

Click on the Reports menu item. The Reports page is available for your convenience. On this page, users are able to print three different types of reports, which are:

- **Print Original Grant Award Letters** – this option creates a printable pdf of each of the original grant awards for the federal programs the district receives (Title I, Title IIA, Title III, Immigrant, Title IVA, Migrant). Note: This button will not show up until the district has completed budgets for Title I, Title IIA, Title III, Immigrant, Title IVA, and Migrant and agreed to the Assurances the first time the district opens Cycle 1 of the LCP Application each year.
- **Print Blank Application** – this option creates a printable pdf Report for all of the screens from 'District Information' through 'Assurances' and will be blank except for the pre-populated information.
- **Print Application** – this option creates a printable pdf Report for all of the screens from 'District Information' through 'Assurances' and will contain all data that has been saved.
- **Print Report** – this option creates a printable pdf Report for the specific page selected from the list. The report will contain all data that has been saved.

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

Submit – Help

Step 5

Assurances

Footer Information

Help Information

Header Information

Error Messages

Footer Information

Submit

Footer Information

HEREBY CERTIFY that all records necessary to ensure the correctness of the information provided by the agency will be kept for at least three years beyond the final reporting date, or for such period as may be required, and access to such records will be provided to the SEA; that, on behalf of the participating public educational agencies, all applicable state and federal statutes, rules, and regulations will be complied with, including the uniform grant guidance Title 2 C.F.R. 200 of the federal regulation, and the Education Department General Administrative Regulations (EDGAR).

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812.) *

Name: Nicole D Clark Title: Program Consultant II

District Agrees

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LCP Application

District: D0316 Golden Plains School Year: 2024-2025 Cycle: 1 In-Process

Audit ID: ndaribsub2 Access Level: DistrictSubmit

Submit for Approval cycle Status: In-Process [Submit for Approval Help](#)

The following messages were found:

Page	Type	Brief	Description	Severity	Stop Submit?	Help Link (if available)	Created / Updated
Title IIA	Missing Value	Allowable Activities	If funds were used for Professional Development, you must check the ways in which the funds were used.	Cannot Submit Application	<input type="checkbox"/>		4/28/2024 12:30:36 PM
Homeless	Missing Value	Set Aside partA- Homeless	Please indicate how the district will spend the Homeless set aside by checking at least one of the checkboxes in the Title I - Homeless Set Aside section.	Warning	<input type="checkbox"/>		4/28/2024 12:30:36 PM
Title I Building Allocations - Step 2	Other	Schoolwide Program	Reminder: Continuing Schoolwide Application forms are due at this time, if not already submitted.	Informational	<input type="checkbox"/>		4/28/2024 12:30:36 PM

Type	Total
Missing Value	2
Other	1

Severity	Total
Cannot Submit Application	1
Warning	1
Informational	1

The assurances were agreed to on: 4/25/2024 4:19:24 PM

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LCP Application

District: D0316 Golden Plains School Year: 2024-2025 Cycle: 2 Open

Audit ID: ndaribsub2 Access Level: DistrictSubmit

Submit for Approval cycle Status: Open [Submit for Approval Help](#)

The following messages were found:

Page	Type	Brief	Description	Severity	Stop Submit?	Help Link (if available)	Created / Updated
Homeless	Missing Value	Set Aside partA- Homeless	Please indicate how the district will spend the Homeless set aside by checking at least one of the checkboxes in the Title I - Homeless Set Aside section.	Warning	<input type="checkbox"/>		4/28/2024 12:51:41 PM
Title I Building Allocations - Step 2	Other	Schoolwide Program	Reminder: Continuing Schoolwide Application forms are due at this time, if not already submitted.	Informational	<input type="checkbox"/>		4/28/2024 12:51:41 PM

Type	Total
Missing Value	1
Other	1

Severity	Total
Warning	1
Informational	1

The assurances were agreed to on: 4/25/2024 4:19:24 PM

Submit for Approval

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Help Information

Application Help: This link will open the 'LCP Application General Application Help' page, which will give an overview of how to complete the 'LCP Application'.

Submit for Approval Help: This link will open the 'Submit for Approval Help' page, which will give an overview of the Submit for Approval page of the LCP Application.

Header Information

Audit ID: The 'Audit ID' field will display the User ID for the person that is logged in to the LCP Application.

Access Level: The 'Access Level' field will display the user Access level for the person that is logged in to the LCP Application.

Assurances

Once all of the errors have been corrected and before the LCP Application can be submitted, the Assurances need to be reviewed and agreed to.

Directions:

1. Click on the *Assurances* link the menu.
2. Review the Assurances.
3. Click on the *District Agrees* button at the bottom of the page.

Note: *The date and time the Assurances were agreed to will display at the bottom of the 'Assurances' page and the 'Submit for Approval' page.*

Error Messages

Directions:

1. Click on the *Submit for Approval* menu link at any time throughout the LCP Application process to view any open error messages. The errors listed will be a combined list of all the errors that are currently present on each of the pages.
2. The errors can be sorted by any of the column headers, but it may be helpful to sort them by page.
3. To go back to the page where the error appears, you can either click on the page link within the error or in the menu.

There will be a summary box below all of the error messages that will give the totals for each type/severity of error. The types of errors are:

Cannot Submit Application – this error means that it must be corrected or the Application cannot be submitted.

Warning – this error is informational only and the Application can be submitted if this error still appears.

Informational – this error is informational only and the Application can be submitted if this error still appears.

Note: *See Help pages for the specific page to view the error messages. The error messages on the individual pages will be the same as the errors on this page.*

Note: *All user levels can view the errors on the 'Submit for Approval' page, but only authorized user levels will get a 'Submit' button once the errors have been corrected.*

Submit

Directions:

1. After the Assurances have been agreed to and all 'Cannot Submit Application' error messages have been corrected, then the 'Submit for Approval' button will appear for the users that have the access to submit the LCP Application.

The user levels that have Submit access are:

- **District Submit** – This level will be for District personnel who can update the data, and will have the authority to submit.
- **Multi-District Submit** – This level will be for Consortium personnel who can update the data, and will have the authority to submit.
- **KSDE User** – This level will be for KSDE users only who will be reviewing the LCP Applications.

Once the *Submit for Approval* button appears, the LCP Application can be submitted:

- **Click the 'Submit for Approval' button** -- The application status will change to 'Submitted' and will become non-editable for all user levels except the 'KSDE User'.
- An e-mail will be automatically sent to the e-mail address listed on the 'District Information' page informing you that the LCP Application has been submitted for the current Cycle.

Your KSDE Consultant will review the data entered. Based on the data, the LCP Application will either be 'Approved' or 'Disapproved'.

Footer Information

Questions: If there are any questions regarding the LCP Application, click on the 'LCPHelp@ksde.org' e-mail address to e-mail your question. An e-mail message that is addressed to the LCP Help team will open with the subject line of 'LCP Application Help' populated.

KSDE Use Policy links: These links will open the 'KSDE Use Policy' page.

Privacy Statement link: This link will open the 'KSDE Privacy Statement' page.

EEO Statement link: These links will open the 'KSDE EEO Statement' page.

E-Mail – Help

The LCP Assurances Submitted by: Sterling - D0376

 LcpApplication@ksde.org
To: LCPHelp

 Reply  Reply All  Forward  

Tue 6/25/2024 11:05 AM

Assurances

The LCP Assurances for D0376 : Sterling have been submitted. With this submission, you may begin obligating funds under § 34 CFR 76.708.

School year: 2024-2025
Cycle: 1
Submit date and time: Tuesday, June 25, 2024 11:04 AM
Submitted by: gorackej@usd376.com

Please notify KSDE immediately of any questions by contacting your consultant or by sending an e-mail to our LCP Help desk at LCPHelp@ksde.org.
Thank you.

Submitted

LCP Application Submitted by: Kansas City - D0500

 LcpApplication@ksde.org
To: LCPHelp

 Reply  Reply All  Forward  

Sun 4/28/2024 12:01 PM

The LCP application for D0500 : Kansas City has been submitted.

School year: 2024-2025
Cycle: 1
Submit date and time: Sunday, April 28, 2024 12:00 PM
Submitted by: nclarksubmit

Grant awards for each program may now be accessed on the Reports screen within the LCP Application.
Please notify KSDE immediately of any questions by contacting your consultant or by sending an e-mail to our LCP Help desk at LCPHelp@ksde.org.
Thank you.

Disapproved

LCP Application Disapproved for: Kansas City - D0500

 LcpApplication@ksde.org
To: LCPHelp

 Reply  Reply All  Forward  

Sun 4/28/2024 12:03 PM

The LCP application for D0500 : Kansas City has been disapproved.

To review the requested changes, please log in to the LCP Application and click on the 'Comments' menu item on the left side of the screen.

Once the corrections have been made, click on the 'Submit for Approval' menu item, then click the 'Submit' button.

School year: 2024-2025
Cycle: 1
Disapproval date and time: Sunday, April 28, 2024 12:03 PM
Disapproved by: jnlclark

Thank you.

Approved

LCP Application Approved for: Golden Plains - D0316

 LcpApplication@ksde.org
To: LCPHelp

 Reply  Reply All  Forward  

Sun 4/28/2024 12:39 PM

The LCP application for D0316 : Golden Plains has been approved.

School year: 2024-2025
Cycle: 1
Approval date and time: Sunday, April 28, 2024 12:39 PM
Approved by: jnlclark

Thank you.

Assurances

Once the Assurances have been agreed to, an e-mail will automatically be sent to the address listed on the 'District Information' page stating that they have been submitted.

Submitted

Once the LCP Application has been successfully submitted, an e-mail will automatically be sent to the address listed on the 'District Information' page stating that the submission of the current Cycle has been submitted. At that time, grant award letters will be available to print on the Reports page of the LCP Application.

Disapproved

If the LCP Application has been disapproved by KSDE, an e-mail will automatically be sent to the address listed on the 'District Information' page stating that the current Cycle has been disapproved.

Note: Check the 'Comments' page for a listing of the corrections to be made.

Note: Once the requested changes have been made, you will need to go to the 'Submit for Approval' page to resubmit the LCP Application.

Approved

Once the LCP Application has been approved by KSDE, an e-mail will be automatically sent to the address listed on the 'District Information' page stating that the current Cycle has been approved.

Note: If changes need to be made after the Cycle has been approved, you will need to log in and click on the Budget Amendment button on the 'Select Year/Cycle page.

**LCP Web Application 2024-2025
District Checklist**

NOTE: The following sections/issues need to be reviewed before submission to KSDE.

SCREEN NAME	SECTIONS/ISSUES TO REVIEW
Allocations	Checkboxes – REAP flexibility Status
	If the box is checked for REAP flexibility, complete REAP table at bottom of screen.
Title I	Program Information
	Budget Grid – completed
	FTE Section – completed
	Total Number Participating on Title I Preschool – completed
	Content Areas – completed
	Delivery Systems – completed
	District Comments – if applicable
Building Allocations	Step 1 – Enrollment/Feeder Pattern Information
	Enrollment Date – completed; required field
	Enter the Enrollment data for public, non-public and low income, as applicable.
	Enter any Feeder school information.
	District Comments – if applicable
Building Allocations	Step 2 – Total Enrollment/Percent Poverty
	Review the Enrollment and Percent of Poverty information.
	Ranking – select ranking for poverty
	District Comments – if applicable
Building Allocations	Step 3 – Set Asides
	Administration – Enter the amount of administrative funds used.
	Homeless – Federal Law requires that Title I funds be set aside to provide comparable services for homeless children in non-Title I attendance centers. For districts with less than 1000 students, the minimum set aside is \$500. For districts with 1000 or more students, the minimum set aside is \$1500.
	Indirect Cost – If there is no indirect cost amount in the grayed cell and the district takes administrative costs, the district needs to review its allocation letter to determine the maximum indirect cost amount and revise their Title I budget screen accordingly.
	Neglected – Refer to District Allocation letter to verify to if funds for neglected children should be pre-populated. Do not include delinquent as this is a different program and has a separate application.
	Parent Involvement – If a district's allocation is \geq \$500,000, the district needs to set aside 1% of that total in this cell.
	Preschool – Enter the set aside for Title I funded educational program preceding kindergarten or elementary school.
	Professional Development – Enter the set aside for Professional Development for Title I.
	Salary Differential – If the building allocation does not generate enough funds to cover teacher salaries and you wish to use salary differential, please contact KSDE.
	Summer School – Enter the set aside for Title I funded educational program taking place during the summer months, following the previous school year or prior to the upcoming school year.
	Transportation – An amount above and beyond the required set aside for schools on improvement.
	ISI, CSI, TSI, ATS – district-level setaside that allows a district to provide additional funding to the buildings identified
Building Allocations	Distributing Funding
	Distribute Funds Manually -- input the desired allocations for each attendance center and then click the 'Check Distribution' button.
	Distribute Funds Evenly – click the 'Distribute Amount Evenly' button to distribute funds based on the average dollar per low income students.
	Not Served – if an eligible building is <u>not</u> served, check the 'Not Served' box and enter comments. Note: If 'Title I TAS' or 'Title I Schoolwide' is checked, 'Not Served' cannot also be checked.
	Title I TAS – if an eligible building is served and in a Targeted Assistance (TAS) program, check the 'Title I TAS' box. Note: If 'Title I Schoolwide' or 'Not Served' is checked, 'Title I Schoolwide' cannot also be checked.
	Title I Schoolwide – if an eligible building is served and in a Schoolwide program, check the 'Title I Schoolwide' box. Note: If 'Not Served' or 'Title I TAS' is checked, 'Title I Schoolwide' cannot also be checked.
	District Comments – if applicable

Parent Involvement	Required for Districts with Title I Allocation ≥ \$500,000 - if funding has been retained for regular activities, the following sections need to be completed.
	Attendance Center Grid is complete.
	Funds have been allocated to each Title I district school.
Homeless	Required for Districts with Title I Allocation
	Homeless Liaison Contact Information is complete.
	Appropriate 'Method used to determine homeless set aside' radio button has been selected.
	At least one checkbox has been marked to indicate how the district will spend the homeless set aside.
Title IIA	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Budget Grid -- completed
	FTE Section – completed
	Content Areas – completed
	Allowable Activities – at least 1 box checked for each focus area identified in needs assessment
	District Comments – if applicable
Title III	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Budget Grid -- completed
	FTE / Headcount Section – completed
	Content Areas – completed
	Delivery Systems – completed- District must describe how this will benefit Title III students.
	Program Types - completed
	Number of Students Served - completed
	Allowable Activities – at least 1 box needs to be checked
	Title III Acquisition Requirements - completed
	District Comments - if applicable
Immigrant	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Budget Grid -- completed
	FTE Section – completed
	Content Areas – completed
	Delivery Systems – completed
	Number of Students Served - completed
	Allowable Activities – at least 1 box needs to be checked
	District Comments - if applicable
Title IVA	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Budget Grid -- completed
	FTE Section – completed
	Allowable Activities – if a district has more than \$30,000 allocation, 20% or more must be allocated in Well-Rounded Educational Opportunities section, 20% or more must be allocated in Healthy and Safe Students section, and some funds must be allocated in Effective Use of Technology
	District Goals – each activity selected under a content area must have a goal. There is a limit of 5 goals for each content area. Goals should be SMART goals
	District Comments – if applicable
Migrant	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Budget Grids -- completed
	FTE / Headcount Section – completed
	Position - completed
	Content Areas – completed
	Delivery Systems – completed
	Needs Assessment - completed
	Allowable Activities – at least 1 box needs to be checked
	District Comments - if applicable
Migrant – School Readiness	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Strategies/Activities – completed
	Resources Needed from KSDE – completed
	Sites Where Services Provided – completed
	District Totals by Age – completed
	District Comments - if applicable
Migrant – English Language Arts (ELA) and Mathematics	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Strategies/Activities – completed
	Resources Needed from KSDE – completed
	Sites Where Services Provided – completed
	District Totals by Age – completed
	District Comments - if applicable

Migrant – Graduation/ Completion of a High School Diploma	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Strategies/Activities – completed
	Resources Needed from KSDE – completed
	Sites Where Services Provided – completed
	District Totals by Age – completed
	District Comments - if applicable
Migrant – Non-Instructional Support Services	Program Information - if funding has been retained for regular activities, the following sections need to be completed.
	Strategies/Activities – completed
	Resources Needed from KSDE – completed
	Sites Where Services Provided – completed
	District Comments - if applicable
Non-Public	Set Asides
	Non-Public Title I - Amount should equal <i>Non-Public Total Allocation/Set Aside</i> figure on <i>Step 3 – Building Allocations</i> . This will be pre-populated and not editable.
	Non-Public Title IIA, Title III, Immigrant, Title IVA, & Migrant – Refer to District Allocations posted on KSDE website to verify program amounts or check with Nicole Clark (785-296-4925) to determine if amounts need to be refigured due to transferability.
	Documentation – Documentation of consultation exists for each participating non-public school.
	District Comments – if applicable
GEPA	Completed – at least one box needs to be checked
Assurances	Completed
Submit	Completed

MISSION

To prepare Kansas students for lifelong success through rigorous, quality academic instruction, career training and character development according to each student's gifts and talents.

VISION

Kansas leads the world in the success of each student.

MOTTO

Kansans Can

SUCCESS DEFINED

A successful Kansas high school graduate has the

- Academic preparation,
- Cognitive preparation,
- Technical skills,
- Employability skills and
- Civic engagement

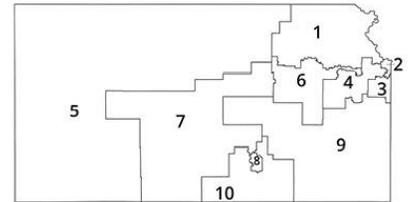
to be successful in postsecondary education, in the attainment of an industry recognized certification or in the workforce, without the need for remediation.

OUTCOMES

- Social-emotional growth
- Kindergarten readiness
- Individual Plan of Study
- Civic engagement
- Academically prepared for postsecondary
- High school graduation
- Postsecondary success



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Kansas leads the world in the success of each student.

Jan. 18, 2024