

The Local Application

The process/submission deadline

Don't wait until the last minute

The application will not change unless a federal audit leads to changes

Deadline for submission will be the first week of May. Application must be approved *before* expenditures can be made.

Modifications

Making modifications during the year must be completed in *GMAP*.

Developing a budget

Make a "wish" list as the year progresses

Involve teachers/business and industry with the planning. Gather documentation and cost estimates

Round to the nearest dollar (\$541 not 540.87)

Complete budget sheets by category

Purchases can be made using two sources of funds (federal money + state money)

Completing the narrative section.

Required by the legislation. Be brief but to the point.

Statement of Assurances

Assure funds are going to be spent in the way identified in the local application

Programs of Study (Pathway)

Each school must have one in place before the local application can be approved

Advisory Committees

Advisory Committees are required for each program area. Committees require the involvement of business and industry, students, teachers, administrators and parents to assure programs are meeting the need of local industry and the community. Committees must meet twice/year.