**Instructions for OSRCL Proposal Framework Use**

The Oklahoma State Department of Education (OSDE) has designed this proposal framework and **requires** its use by **all** Oklahoma Striving Readers Comprehensive Literacy Grant Program applicants. Refer to the Request for Proposals (RFP) for a complete description of information to be included in each proposal section.

**Directions**:

The OSRCL Program proposal framework is presented in the order in which formal proposals must be submitted for funding consideration. Applicants are required to fill in appropriate sections while omitting other sections. Specifically, applicants should adhere to the following guidelines.

1. Provide the requested information on the cover page, partner list, assurances and the equitable participation form. Do not include an electronic signature for the authorized official; instead, leave that section blank on the electronic file and include the signature on the hard copy for formal submission.
   1. All other partners who choose to partner must complete the Affirmation of Partnerships Consultation in addition to the Participant Identification Form.
2. All applicants must include a **1-page** proposal abstract.
3. The framework is next divided into Grant Narrative and Budget proposal sections. In the Grant Narrative, address the four areas outlined in the RFP: Needs Assessment, Project Design, Monitoring and Evaluation, and Sustainability. Complete the project budget form and provide a corresponding budget narrative on the subsequent page(s) to explain and justify the partnership’s total funding request.
4. If the fiscal agent intends to contract specific services with other organizations in the partnership, complete a separate partner funding request for each partner along with a narrative on the subsequent page(s) to explain and justify the requests. Except for the procurement of such items as commercially available supplies, materials, or general support services allowable under the grant, no significant part of the substantive effort under the grant may be contracted or otherwise transferred to another organization.
5. Several documents should be included in the appendix section of the proposal framework document:   
   (i) disadvantaged youth in proposed feeder schools, (ii) teacher needs assessment instrument and data, (iii) local literacy plan, (iv) Memorandum of Understanding (MOU) from the school system and each partner, *(signatures on hard copy only),* (v) partnership identification form(s) (vi) statement of assurances.
6. Include a footer with page numbers and the name of the LEA throughout the entire proposal framework document.
7. Format the document properly so that each proposal section [i.e. abstract, proposal narrative(s), budget(s), and budget narrative(s)] begins on a new page.
8. Save the document as a Microsoft Word (read-only) file or pdf file. Follow submission procedures described in the Request for Proposals (RFP).

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal**

**Proposal Cover Sheet**

|  |  |
| --- | --- |
| **Applying High-need LEA/Fiscal Agent:** |  |

The above district qualifies as the high-need LEA because it meets the following requirement(s):

1. The district/reduced lunch rate is 50 percent or higher
2. The district serves students on a five-day school week

**AND one of the following:**

1. The district has at least 20 percent of the district’s student population identified for Special Education services; **OR**
2. The district has at least 10 percent of the district’s student population identified for English Learner services.

|  |  |
| --- | --- |
| **For which indicator above is the LEA is eligible? Provide evidence:** |  |

|  |  |  |
| --- | --- | --- |
| **Superintendent** | **Non-Profit Early Childhood Providers** | |
| Name: | 1. | 2. |
| Phone: | Age Span: | Age Span: |
| Email: | # of 4 yr. olds: | # of 4 yr. olds: |
| **District OSRCL Contact Person** | # of 3 yr. olds: | # of 3 yr. olds: |
| Name: | # of Children 0-2: | # of Children 0-2: |
| Phone: | Director: | Director: |
| Email: | Phone: | Phone: |
| **District Mailing Address** | Email: | Email: |
|  | Address: | Address: |
|  | City: ZIP: | City: ZIP: |
| **Elementary, Middle, and HIgh School Sites** | | |
| Elementary School Name: | | |
| Grades: # of Students: | Principal: | |
| Phone: | Address: | |
| Email: | City: | ZIP: |
| Elementary School Name:\*\* | | |
| Grades: # of Students: | Principal: | |
| Phone: | Address: | |
| Email: | City: | ZIP: |
| Elementary School Name:\*\* | | |
| Grades: # of Students: | Principal: | |
| Phone: | Address: | |
| Email: | City: | ZIP: |
| Middle School Name: |  |  |
| Grades: # of Students: | Principal: | |
| Phone: | Address: | |
| Email: | City | ZIP: |
| High School Name: |  |  |
| Grades: # of Students: | Principal: | |
| Phone: | Address: | |
| Email: | City | ZIP: |
| ***\*Pre-K children should only be included in the Non-Profit Early Childhood Sites section. Do not include with the Elementary counts. \*\*Add more spaces if you have more than two elementary schools in your feeder grant application.*** | | |

**Certification by Authorized or Institutional Official**

The applicant certifies that to the best of his/her knowledge the information in this application is correct, that the filing of this application is duly authorized by the governing body of this organization or institution, and that the applicant will comply with the attached statement of assurances.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Typed or Printed Name of Authorized Official  (Lead LEA Superintendent) |  | Title |
|  |  |  |
| Signature of Authorized Official  (Lead LEA Superintendent) |  | Date |

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal**

**Partner List**

|  |  |
| --- | --- |
| Applying High-need LEA/Fiscal Agent: |  |

In the area below please list all partners including the higher education partner(s), business partners, and all other entities involved with your project. Please remember each partner is required to complete a Partner Identification Form (Appendix D) and a Letter of Commitment which will outline the roles and contributions of the partner and provide there is an understanding of the program intentions.

|  |
| --- |
| Partner 1 Early Childhood Provider: |
| Partner 2: |
| Partner 3: |
| Partner 4: |
| Partner 5: |
| Partner 6: |
| Partner 7: |
| Partner 8: |
| Partner 9: |
| Partner 10: |
| Partner 11: |
| Partner 12: |
| Partner 13: |
| Partner 14: |

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal**

**Application Preparation Checklist**

|  |  |  |  |
| --- | --- | --- | --- |
| ☐ | **Cover Sheet** | |  |
| ☐ | **Partner List** | |  |
| ☐ | **Application Preparation Checklist** | |  |
| ☐ | **1-Page Proposal Project Abstract** | |  |
| ☐ | **Grant Narrative-Not to Exceed 20 pages**   1. Need for Project 2. Project Design 3. Monitoring Progress/Assessment/Evaluation 4. Sustainability | |  |
| ☐ | **Project Budget** | |  |
| ☐ | **Project Budget Narrative/Justification** | |  |
| ☐ | **Appendices** | |  |
|  | ☐ | Disadvantaged Youth in Proposed Feeder Schools |  |
|  | ☐ | Partner Identification Form(s) |  |
|  | ☐ | Teacher Needs Assessment Instrument and Data |  |
|  | ☐ | Local Literacy Plan |  |
|  | ☐ | Memorandum(s) of Understanding (MOU) from each Partner (include access to data) |  |
|  | ☐ | Partner Identification Form(s) |  |
|  | ☐ | Statement of Assurances |  |
| ☐ | **Adheres to All Formatting and Submission Requirements** | |  |

|  |
| --- |
| **Oklahoma Striving Readers Comprehensive Literacy Grant Proposal**  **Abstract for Proposals**  **[**All applicants must provide an abstract of the proposal that briefly and concisely describes the program to be implemented and summarizes the intended results of the program. It should identify the partners, the grade band and the proposed work, the number of teachers it intends to serve, partnership goals, and a brief overview of the work and evaluation plans. **Page Limit: 1 Page Single-Spaced ]** |

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal**

**Grant Narrative-Not to Exceed 20 pages**

**[Special Note:** Utilize the outline below for the grant narrative. To better understand the expectations for each element, refer to the RFP pages 10-12. You may use portions of your Local Literacy Plan to complete this portion of the grant proposal. Please delete all of the bracketed notes and guidance in this section before submitting your grant.]

|  |
| --- |
| **1. Need for the Project: Rationale**  **[**Provide the rationale or case for why you need the grant. Paint the picture of the current state of literacy in your district and address gaps and weaknesses in literacy birth to grade twelve. For additional guidance see page 10 in the RFP.**]**  **2. Project Design**  **[**In this section, describe your plan for each of the nine elements on pages 10-11of the RFP. Elements 2.2, 2.3, 2.5, and 2.8 lend themselves to descriptions by grade band. Be as detailed as you can concerning your goals and objectives, development of print rich environment, literacy initiatives, personnel, multi-tier system of support, family and community involvement, coordination with an early childhood provider, professional development plan, and management plan for the life of the grant. For additional guidance see pages 10 and 11 in the RFP.**]**  **3. Monitoring/Assessment/Evaluation**  **[**Make a clear connection between your proposed objectives and plan and the monitoring of the activities and evaluation of their effectiveness. For additional guidance see page 11 of the RFP**.]**  **4. Sustainability**  **[**Describe how you will sustain your plan when the grant has expired and how you will incorporate Title I and Title IIA funds to support your Local Literacy Plan. For additional guidance see page 12 in the RFP.**]** |
|  |

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal**

**Project Budget and Budget Narrative Justification**

[To access a downloadable version of the Budget and Budget Narrative Justification document, please go to: <http://sde.ok.gov/sde/documents/2017-11-15/osrcl-project-budget-template>

**Special Note**: Federal funds received must supplement and may not supplant state and local funds that, in the absence of federal funds, would be used to support these activities. Reimbursement for obligations is subject to final approval of this application. If funds are expended on non-allowable program costs prior to application approval, the LEA is responsible for covering those costs from other funds. No claims will be processed until after the application has been approved. ]

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal - Title I, Part E**

**Appendix A: Disadvantaged Youth in Proposed Feeder Schools**

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal - Title I, Part E**

**Appendix B: Teacher Needs Assessment Instrument and Data**

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal - Title I, Part E**

**Appendix C: Local Literacy Plan**

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal - Title I, Part E**

**Appendix D: Memorandum of Understanding**

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**AND \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the [school district name] , whose address is , and the [agency name] , whose address is .
2. **Purpose.** The purpose of this MOU is to establish the terms and conditions under which the Oklahoma Striving Readers Comprehensive Literacy program for the [school district name Initiative will meet and function. [Include a general description of the geographical boundaries of the territory covered by the MOU.]
3. **Term of MOU.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and the governing bodies of the parties’ respective counties or municipalities and shall remain in full force and effect for not longer than 40 months beginning on March 1, 2018. This MOU may be terminated, without cause, by either party upon 30 days written notice, which notice shall be delivered by hand or by certified mail to the address listed above.
4. **Responsibilities of [school district].** [Delineate all obligations of the first party listed above. Include the agency’s responsibilities for costs and expenses related to the OSRCL program, including the cost of wages, salaries, benefits use of equipment belonging to other agencies while acting pursuant to this MOU.]
5. **Responsibilities of [other agencies].** [Delineate all obligations of the other agencies listed above. Identify the agency covered by this MOU, and include the agency’s responsibilities for costs and expenses related to the OSRCL program, including the cost of wages, salaries, benefits and use of equipment belonging to an agency while acting pursuant to this MOU.]
6. **General Provisions**

**A. Amendments.** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

**B. Applicable Law.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Oklahoma. The courts of the State of Oklahoma shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the [insert the Judicial District and County] , [insert State name] .

**C. Entirety of Agreement.** This MOU, consisting of [insert number], pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

**D. Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

**E. Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of a third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU, and shall enure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party’s performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

1. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_**

**Print Name/Institution Signature Date**

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal - Title I, Part E**

**Appendix E: Partner Identification Form**

Include a Partnership Identification Form **for each partner institution/organization.** Please attach to this form the required Letter of Commitment from the corresponding partner, outlining the role and contributions of the partner. This letter will also be a form of evidence that the proposed partnership activities are integral to the partner’s instructional mission and administrators agree to support participant participation in the project.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Name of Partner Institution/Organization: | | | | |
| 2. Partnership Contact: | | | | |
| 3. Address: | | | | |
| 4. Phone: | | | | |
| 5. Fax: | | | | |
| 6. E-mail: | | | | |
| 7. As a partner, are you expecting funds paid to you from this grant? | Yes: | ☐ | No: | ☐ |
| If yes, what services do you intend to provide for the funds you will receive? | | | | |
|  | | | | |
| **Direct Cost Requested** | **2017-2021** | | | |
| 1. Employee Stipends |  | | | |
| 2. Employee Fringe Benefits |  | | | |
| 3. Travel In-State (include registration) |  | | | |
| 4. Travel Out-of-State (include registration) |  | | | |
| 5. Materials and Supplies |  | | | |
| 6. Contract Services |  | | | |
| 7. Teacher Stipends |  | | | |
| 8. Substitutes |  | | | |
| 9. Other (Printing, Postage, Indirect if applicable etc.) |  | | | |
| **Total Funding to Partner from Grant** |  | | | |
| *Cost per Teacher per Contact Hour* |  | | | |

Describe in detail the basis for determining each amount shown on the above budget form. The narrative should be aligned with the proposed work plan and should show evidence of effective, appropriate, and efficient use of funds.

Describe services that will be provided to the project at no cost? Use additional sheets if more space is needed.

Instruction to Lead Local Educational Agency (LEA): Please have each partner complete this form

Instruction to Partner: This document is to be signed by an eligible partner and included with the application as evidence of the collaboration between the Lead LEA and the eligible partner in the planning and implementation of the Oklahoma Striving Readers Comprehensive Literacy Grant.

|  |  |  |  |
| --- | --- | --- | --- |
| I, |  | | certify that a designated representative |
|  | LEA Superintendent/Dean of Partner (Print) | |  |
| of |  | collaborated in the development of this | |
|  | Name of Partner Agency (Print) |  | |
| application and furthermore, I attest that we agree to be a participating partner in the Oklahoma | | | |
| Comprehensive Literacy Program Grant as described in the application. | | | |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of LEA Superintendent/Dean of Partner Agency |  | Date |
|  | | |
| Print Name of LEA Superintendent/Dean of Partner Agency | | |

**Oklahoma Striving Readers Comprehensive Literacy Grant Proposal - Title I, Part E**

**Appendix F: Statement of Assurances**

**OKLAHOMA STRIVING READERS COMPREHENSIVE LITERACY PROGRAM**

**CFDA 84.371C SUBGRANTEE PROGRAMMATIC ASSURANCES**

As a condition of the receipt of funds under the Oklahoma Striving Readers Comprehensive Literacy (OSRCL) Program, the applicant agrees to comply with the following Assurances:

1. Adhere to the 15/40/20/20/5 funding distribution and serve students birth through 12th grade.
2. Leverage OSRCL funds with other federal and state funds to implement and sustain the project. Districts are required to allocate 10% of their Title I and Title IIA funds to support their OSRCL efforts beginning with the 2018-19 school year.
3. Submit monthly reimbursement requests electronically to Oklahoma State Department of Education.
4. Allocate grant funds with activities, staff, and programs that meet moderate or strong levels of effectiveness in improving education.
5. Maintain job descriptions and level of time and effort records for any OSRCL literacy staff for all forty months of the project.
6. Implement the project’s scope originally outlined in the application as funding was awarded based on the application submitted. Changes must receive approval.
7. Partner with organizations or agencies that have a demonstrated record of effectiveness in improving the early literacy development of children from birth through Kindergarten entry.
8. Build capacity of all teachers, including special education teachers and speech-language pathologists, to provide standards-based literacy instruction within all content areas.
9. Select and use Oklahoma Academic Standard aligned assessments, curriculum and instructional materials.
10. Purchase and administer literacy screening assessments to all students birth through grade 12 at least twice a year, every year beginning with the 2018-19 school year.
11. Provide literacy support structures to ensure successful transitions for children; for example, preschool to elementary school, elementary school to middle school, and middle school to high school.
12. Provide a comprehensive system of support for teachers through required professional development aligned to the Learning Forward Professional Learning Standards.
13. Provide language- and text-rich classroom, school, and early learning program environments that engage and motivate children and youth in speaking, listening, reading, and writing.
14. Enable data-based decision-making to improve instructional practices and outcomes for all students, ensuring disadvantaged students receive maximum benefits.
15. Implement interventions for children who are below grade level to ensure they achieve, at a minimum, the Oklahoma Academic Standards.

**Fiscal Assurances**

The recipient assures that it has made application and has been approved to receive grant funding for the Oklahoma Striving Readers Comprehensive Literacy Program, CFDA #84.371C awarded by the U.S. Department of Education.

The recipient has been informed of the requirements imposed by Federal laws, regulations, and the provisions of contracts or grant agreements as well as any supplemental requirements imposed by the Oklahoma Department of Education.

The recipient assures that it has been advised that subgrantees expending $750,000 or more in Federal awards (funds received as direct or pass thru funds) during the subgrantees fiscal year receive a single audit or program specific audit for that year according to regulations issued by Office of Management and Budget Circular 2 CFR, Part 200.

The recipient assures that it will permit the Oklahoma Department of Education, the Legislative Auditors, and all other required personnel to have access to the records and financial statements as necessary.

The recipient agrees to maintain all books, records and other documents for at least (5) federal fiscal years after the final payment.

**Section 427 GEPA (2001 (P.L. 107-110)**

The applicant ensures equity of access and participation of students, teachers, and parents for the OSRCL program. All activities are without barriers that can impede equitable access or participation related to gender, race, national origin, color, disability or age. All activities of this program include equity concerns so as to involve full participation in this program without barriers, including provisions of native language translations and interpreters for participants. Activities are held in physical facilities that accommodate visually and physically challenged participants.

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**Note:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

**RECIPIENT APPLICATION FOR FEDERAL FUNDS**

**STATEMENT OF ASSURANCES**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Superintendent of

(Print Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Public Schools hereby assures the

(District)

Oklahoma State Department of Education that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Public

(District)

Schools is in compliance with all of the GENERAL and SPECIFIC ASSURANCES enumerated on the preceding pages.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Superintendent