



# Title I Part A Application Amendment

District/State Charter School:  
Amendment #:

Date:

## Directions

- This form is for activities/expenses not listed in the Title I Part A Application as originally approved.
- Fill out and submit the form for each individual amendment request.
- Please provide sufficient justification. Attach supporting documentation (quotes, product descriptions, etc.) Additional approvals (5K forms) must also be submitted as required.
- Purchases may not be made prior to receiving an approved amendment form.
- To initiate the approval process, please email the completed form to the SSFS Bureau Title I Coordinator for review.

## Required Information\*

**1. Describe the proposed expenditure. How does it meet the purpose of Title I Part A?**

**2. What is the cost (estimated or exact)?**

**3. Will other funds be utilized?**

**4. Please describe why the changes are needed.**



### Stipulations for the use of the Federal Grant Funds

- Costs must be reasonable, necessary for the performance of the program, and allocable. Costs also must be allowable meaning that they address the broad program goal of providing a high-quality education and closing the academic achievement gap between students not meeting State academic standards and those meeting such standards.
- Federal funds received under this part shall only be used to supplement the funds that would, in the absence of such Federal funds, be made available from State and local sources for the education of students participating in programs assisted under this part, and not to supplant such funds.
- Please note, the time available to spend the applicable Title I Part A funds has not changed.

Submitter: \_\_\_\_\_

Date: \_\_\_\_\_

Approved

Denied

SSFS Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\*If additional space is needed for responses, please submit further description with this amendment form and reference the amendment number.