MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION

**STANDARD CONTRACT FORM AND APPLICATION FOR PROGRAM GRANTS**

# PART I – GENERAL

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| **A. APPLICANT:** | *District Code:* |  |  |  |  |
| **ADDRESS:** |
|  |
| **TELEPHONE: ( )** |

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| B. APPLICATION FOR PROGRAM FUNDING |
| **FUND** **CODE** | **PROGRAM NAME** | **PROJECT DURATION** | **AMOUNT** **REQUESTED** |
| **FY18** | FEDERAL – CONTINUATION GRANT**administered by** ADULT AND COMMUNITY LEARNING SERVICES | **FROM** | **TO** |  |
| **494** | Workplace Education Instructional Grants (Federal on a state fiscal year)  | 7/1/2017 | 6/30/2018 |  |
| **494** | Workplace Education Instructional Grants (Federal)  | 9/1/17 | 8/30/18 |  |

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| C. I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS CORRECT AND COMPLETE; THAT THE APPLICANT AGENCY HAS AUTHORIZED ME, AS ITS REPRESENTATIVE, TO FILE THIS APPLICATION; AND THAT I UNDERSTAND THAT FOR ANY FUNDS RECEIVED THROUGH THIS APPLICATION THE AGENCY AGREES TO COMPLY WITH ALL APPLICABLE STATE AND FEDERAL GRANT REQUIREMENTS COVERING BOTH THE PROGRAMMATIC AND FISCAL ADMINISTRATION OF GRANT FUNDS. |
| **AUTHORIZED SIGNATORY:** | **TITLE:** |
| **TYPED NAME:** | **DATE:** |
| ***DATE DUE:* Applications for both federally and state-funded projects are due by Friday, June 16, 2017 at 3:00PM.** |
| **No paper submissions will be accepted in FY 18.**Grantees must use the online grants information system, **EdGrants.** Submit all required grant materials through the [EdGrants website](https://edgrants.eoe.mass.edu/grantium/frontOffice.jsf).For detailed instructions, please see review FY Submissions page and the <http://www.doe.mass.edu/grants/edgrants/application.docx>. |

### ***DO NOT WRITE BELOW THIS LINE***

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| **GRANTS MANAGEMENT** |
| **For the Department Authorized Signatory:** | **Date:** |