

2021 MSDE FEDERAL AND STATE GRANT APPLICATION TECHNICAL SUMMARY REPORT

Instructions:

1. Send this form per instructions at the bottom of this sheet when **all** program requirements have been met and retain a copy for your records. You only need to submit this form one time.
2. All program issues should be resolved by **November 5**. Please notify Michelle Daley if there are issues that require additional time. **Reminder: Copy the Local ESSA Consolidated Strategic Plan Point of Contact (POC) on all correspondence to your local counterpart.**
3. A status report is due to Mary Gable and local POCs on **November 8**. The report will indicate the systems that have resolved all technical issues. This status will be based on the submitted forms.
4. When final federal and state grant applications are submitted directly to the MSDE Program Manager and/or uploaded to Google Drive, **please check to ensure that the applications reflect all changes that were agreed upon during the review period.** You only need to notify this office if there is a discrepancy. The final submission of the Local ESSA Consolidated Strategic Plan is due to MSDE by November 15, 2021.

Local School System (LSS): _____

Program Area: _____

If applicable, Section Number(s) _____

MSDE Reviewer(s): _____

Date: _____

Based on the program requirements for this area, the following determinations have been made (*check all that apply*).

1.		Meets the criteria and expectations outlined in the Local ESSA Consolidated Strategic (LECS) Plan guidance document. There is no need for the LSS to submit additional information.
2.		Requires clarification, as noted below. There is a need for the LSS to respond to unresolved questions/issues in writing (<i>Check only if you have a clarifying question</i>). Due Date to MSDE: _____
3.		Does not meet the criteria and expectations outlined in the LECS Plan guidance document. There is a need for the LSS to provide a written response to the issues noted in the review (<i>check only if you have an unresolved issue</i>). Due Date to MSDE: _____

List clarifying question(s) and/or comments: Include page and section number(s) from the federal and state grant application	pg. #/ Sec#	Date LSS Contacted	Date LSS Responded	STATUS OF RESOLUTION		Revisions reviewed by Program Manager and are reflected in the final Update. (Y/N)
				Resolved	Unresolved	
1.						
2.						
3.						

Upload this form to the designated Google Drive Folder.
Michelle Daley at michelle.daley@maryland.gov

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4.						
5.						
6.						
7.						
8.						
9.						
10.						

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