

**INSTRUCTIONS FOR TITLE I PART D**  
***Subpart 1 – State Agencies***  
**NEGLECTED OR DELINQUENT APPLICATION**

**A. GENERAL PROJECT INFORMATION**

Complete the institution information for the project applicant.

**B. ASSURANCES**

Read and sign the assurances for the N or D program and the general assurances required of all federal program applicants. Submit the assurances as indicated.

**C. PROGRAM DESCRIPTION**

1. Describe the process used by the institution to assess the education needs of each child/youth (the pretest utilized) and to determine the academic growth of the participating child/youth (the posttest utilized).
2. Describe the program, including the budget for first year, with annual updates.
3. Describe how the program will meet goals and objectives of the State plan.
4. Describe how evaluation results will be used to improve program.
5. Include data showing required Maintenance of Fiscal Effort from three fiscal years prior to the last fiscal year (since the last fiscal year would not have been closed out). What percentage of effort was maintained? You can access “Maintenance of Effort” information on the SDE delinquent website: <http://www.sde.idaho.gov/site/neglected/> under Applications for State Agencies.
6. Describe how the program will be coordinated with other State and Federal programs, such as other Title I programs, IDEA, vocational-technical, dropout prevention, etc.
7. Describe how the program will coordinate with LEAs or alternative education programs attended by incarcerated youth prior to incarceration to ensure accurate exchange of academic records and assessments.
8. Describe how appropriate professional development will be provided for teachers and staff to work with the unique educational needs of these children/youth.
9. Designate an individual in each institution to be responsible for issues related to transition of students to locally operated programs.
10. Describe plan for coordination with businesses for training and mentoring for participating children and youth.
11. Describe any additional services provided, such as career counseling, distance learning, securing student loans and grants, etc.
12. Describe how the program will work with children/youth with disabilities in order to meet existing individualized education programs (IEPs).

**D. BUDGET**

Complete the budget information for funding. You will need to modify your budget periodically as the allocation is subject to change.