

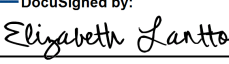
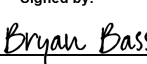
GRANT AUTHORIZATION FORM

THIS FORM IS COMPLETED BY THE BUSINESS OFFICE AND SUBMITTED TO THE BOARD FOR AUTHORIZATION OF GRANT REVENUE AND EXPENDITURE BUDGETS

Grant Information	
Fiscal Year: 26-27	Finance Code: 510
Grant Title: Title VI	Grant Manager: Ethan Neerdaels
Type of Submission and Amount	
☒ New	Award Amount: \$ 124,310.00
☐ Amended	Existing Amount: Amended Amount:

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and Wages	-	-	15,355	15,355.00
200 - Employee Benefits	-	-	5,254	5,254.00
300 - Purchased Services	-	-	56,980	56,980.00
400 - Supplies and Materials	-	-	42,331	42,331.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	4,390	4,390.00
Totals	\$ -	\$ -	\$ 124,310	\$ 124,310.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other			-	-	-
State			-	-	-
Federal	US Dept of Educ Award	01-200-610-510-500-000	-	124,310	124,310.00
Totals			\$ -	\$ 124,310	\$ 124,310.00

APPROVALS	
DocuSigned by:  Signed by: Elizabeth Lantto - District Controller	9/21/2026 Date
 Signed by: Bryan Bass - Assistant Superintendent for Equity & Achievement	9/21/2026 Date
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-200-610-510-175-000	Cultural Liaison	-	15,355	15,355.00
01-200-610-510-210-000	FICA/Medicare	-	1,175	1,175.00
01-200-610-510-214-000	PERA	-	1,152	1,152.00
01-200-610-510-219-000	MN Paid Leave	-	68	68.00
01-200-610-510-220-000	Health Insurance	-	2,566	2,566.00
01-200-610-510-230-000	Life Insurance	-	93	93.00
01-200-610-510-235-000	Dental Insurance	-	84	84.00
01-200-610-510-240-000	Disability Insurance	-	29	29.00
01-200-610-510-270-000	Workers Compensation	-	75	75.00
01-200-610-510-280-000	Unemployment Compensation	-	12	12.00
01-200-610-510-303-000	Federal Contract < \$50,000	-	12,000	12,000.00
01-200-610-510-320-000	Tele./Com. Serv.	-	1,080	1,080.00
01-200-610-510-362-000	Transp.-Depart.	-	10,000	10,000.00
01-200-610-510-366-000	Business Travel	-	11,500	11,500.00
01-200-610-510-367-000	Staff Development	-	4,400	4,400.00
01-200-610-510-369-000	Entry Fees/Stu. Trav. All.	-	18,000	18,000.00
01-200-610-510-401-000	Supplies & Material - NonInstructional	-	12,831	12,831.00
01-200-610-510-430-000	Supplies & Materials - Instructional	-	15,500	15,500.00
01-200-610-510-490-000	Food	-	14,000	14,000.00
01-200-610-510-895-000	Fed. Indirect Cost Chargeback	-	4,390	4,390.00
		\$	-	\$ 124,310
				\$ 124,310.00

Procedures to be followed:

- A) All payments to district employees must be paid through payroll. Requests for hourly rate payments must be submitted to payroll using the Timecard Spreadsheet.
- B) The grant manager must approve all transactions relating to this project.
- C) Existing requisitioning and purchasing procedures will be followed. A Payment Request Form is to be used only for items not practical to procure on a purchase order basis (i.e. consultant fees). It is important that all requests are identified as belonging to this project. The originator of the request should indicate the proper account code on the form.
- D) **Reporting - The grant manager is responsible for all reporting requirements.**
- E) Cut-off Dates: Orders against the 2026-2027 school year are to be issued after July 1, 2026. Expenditures eligible for reimbursement for the 2026-2027 fiscal year are those dated July 1, 2026 or after, for which the goods/services and invoice have been received and processed by June 30, 2027.

IMPORTANT Purchase orders must be cancelled if delivery, invoicing and payment can not be completed by June 30, 2027. Purchase orders should contain notations to that effect. All requisitions must be submitted by the district's due date.