



NEBRASKA DEPARTMENT OF EDUCATION  
Grants Management System

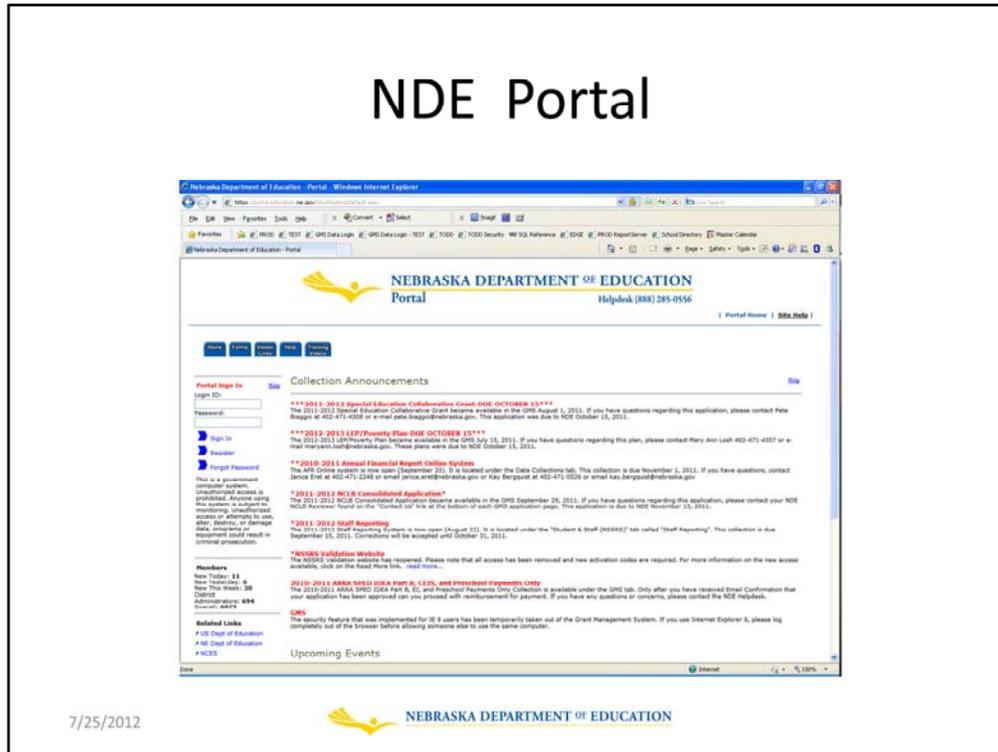
# 2012 GMS Basic Navigation

Kiley Taylor  
Cathy Von Kaenel



NEBRASKA DEPARTMENT OF EDUCATION

# NDE Portal



7/25/2012

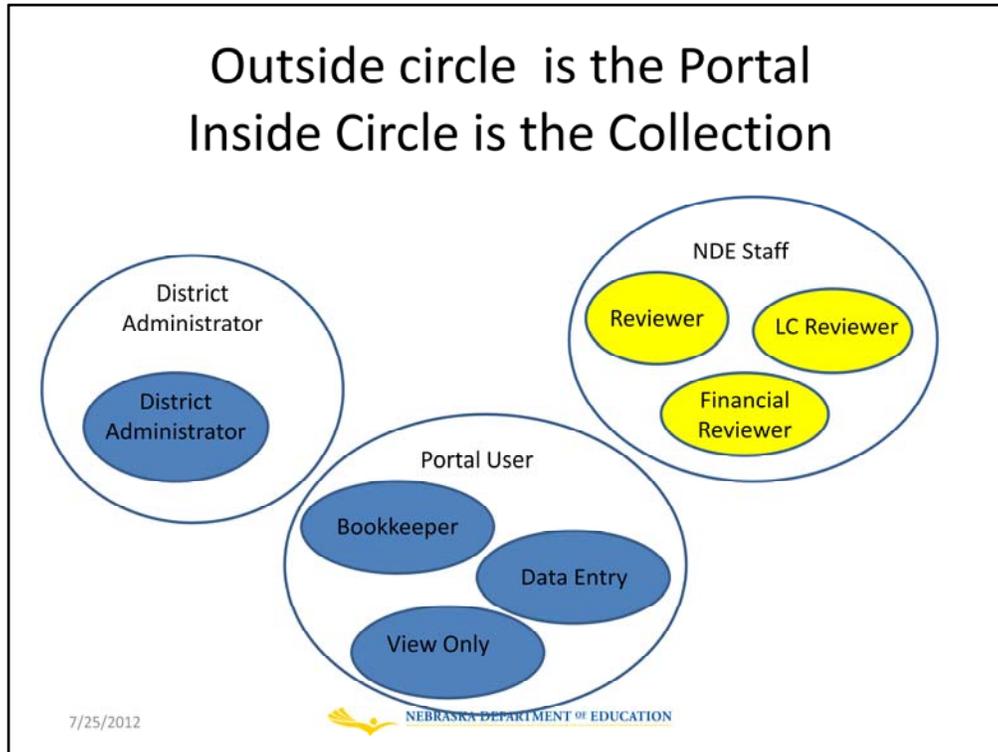
<https://portal.education.ne.gov/Site/DesktopDefault.aspx>

The NDE portal requires a Login ID and Password. If you already have a login id and password, a new one does not need to be created for each program.

There are different types of Portal accounts

- NDE – Reviewers and Leader Reviewers.
- Portal User – Data Entry, Bookkeeper, View Only
- District Administrator – DA or Superintendent

NDE Users and District Administrators need additional activation codes that are entered on the “My Profile” tab in the Portal.



You need a new login id for each Collection Type within a Portal Type

You need a new Activation code for each collection (examples: SPED Collab, SPED Consolidated, Early Development Network) and each district unless you are NDE Staff. NDE Staff only need one activation code per collection – that will allow them to see every district that has created an application.

For example, if you are a bookkeeper for 3 different districts, you could use one portal login id, but you would need 3 activation codes – one for each district.

An activation code is similar to a key – it unlocks the collection(s).

Activation codes can be obtained by the District Administrator.



# Portal Activation Codes

Fields shown in the profile:

- Middle Initial (3 Char)
- Last Name: Taylor
- Title (20 Char)
- Contact Information:
  - Phone Number (11 Char): 402-471-2393
  - Phone Extension (4 Char)
  - Fax Number (11 Char)
  - Email Address (100 Char): ktaylor@nebbraska.gov
- UPDATE: Remember to click Update to save any changes made to the information above
- Login ID and Password:
  - Login ID: Taylor, J
  - Password (20 Char)
  - Change Password
  - Account Type: District/ESU Admin
  - Account Type Activation Code: 300
- District Activation Codes:

If you are a District Administrator, enter your District Activation Code here.

Code	District ID	Name	Status
57200000	89-000-000	ARLINGTON PUBLIC SCHOOLS   ARLINGTON	Approved
58200000	78-000-000	ASHLAND-GREENWOOD PUBLIC SCHO   ASHLAND	Approved
59200000	77-000-000	BELLEVUE PUBLIC SCHOOLS   BELLEVUE	Approved
60200000	12-000-000	DAVID CITY PUBLIC SCHOOLS   DAVID CITY	Approved
61200000	28-000-000	ELKHORN PUBLIC SCHOOLS   ELKHORN	Approved
62200000	77-000-000	SPARTA PUBLIC SCHOOLS   SPARTA	Approved
63200000	14-000-000	HARTINGTON PUBLIC SCHOOLS   HARTINGTON	Approved
64200000	11-000-000	LYONS RESERVE RETIREMENT SCHO   LYONS	Approved
65200000	73-000-000	MC CORMICK PUBLIC SCHOOLS   MC CORMICK	Approved
66200000	94-700-000	NEBRASKA COMMUNITY COLLEGE   OMAHA	Approved
67200000	54-000-000	NEATHA ALPINE PUBLIC SCHOOLS   NEATHA ALPINE	Approved
68200000	85-000-000	RAPIHON DENTRAL PUBLIC SCHOOLS   RAPIHON DENTRAL	Approved
69200000	19-000-000	SCHUYLER COMMUNITY SCHOOLS   SCHUYLER	Approved
70200000	27-000-000	SCOTSDALE-SPRINGFIELD COMMUNITY SCHO   SCOTSDALE	Approved

Portal Type Activation

DA Activation

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# Collection Activation Codes

Home
GMS
GMS
GMS
GMS
GMS
GMS
GMS

Help

Grants Management System Print

Available You have access to this online Grant. Please proceed by clicking on the name in Grant Name/Link column.

Status	Activation Code(s)	Grant Name/Link	Notes
Available	Ede/Remove	ARRA ESEA LEP/ Distribution Funds	ARRA - State Fiscal Stabilization Funds
Available	Ede/Remove	ARRA ESEA Consolidated Appl	ARRA - ESEA Consolidated Application - Titles I-IV
Available	Ede/Remove	ARRA IDEA B/Fresh - PAYMENTS	ARRA IDEA B/Fresh - PAYMENTS ONLY
Available	Ede/Remove	ARRA IDEA Part C-Funds	ARRA IDEA Part C - PAYMENTS ONLY
Available	Ede/Remove	ARRA McKinney Homeless Grant	ARRA - McKinney-Vento Homeless Education Assistance Competitive Grant
Available	Ede/Remove	Career Ed Partnership Grant	Career Education Partnership Act (CEPA) Grant
Available	Ede/Remove	Dist Ed Equip Reimb Grant	Distance Education Equipment Reimbursement Grant
Available	Ede/Remove	Early Childhood State Grant	Early Childhood State Continuation Grant
Available	Ede/Remove	Education Jobs	Education Jobs Funds
Available	Ede/Remove	LC LEP and Poverty Plans	Learning Community LEP and Poverty Plans
Available	Ede/Remove	LEP and Poverty Plans	LEP and Poverty Plans
Available	Ede/Remove	McKinney Homeless Grant	McKinney-Vento Homeless Education Assistance Competitive Grant
Available	Ede/Remove	NCLB Consolidated Application	NCLB Consolidated Application/Titles I-A, I-C-Migrant, II-A, II-D, III-LEP, III-Immigrant Ed, IV-V
Available	Ede/Remove	Parsons Basic/TP/PostSec	Parsons Basic/TP/Post Secondary Grants
Available	Ede/Remove	Parsons Innovation Grant	Parsons Innovation Competitive Grant
Available	Ede/Remove	SPED Early Dev Network Grant	SPED Early Development Network Regional System Support/Change Grant
Available	Ede/Remove	SPED IDEA Consolidated	SPED IDEA Consolidated (Base, P-F, Pre school, CEB, Nonpublic)
Available	Ede/Remove	SPED Sec Transition Grant	SPED Secondary Transition Innovative Project Grant
Available	Ede/Remove	Title I Accountability Funds	Federal School Improvement Funds for Schools/Districts Not Meeting Adequate Yearly Progress (AYP)
Available	Ede/Remove	Title II - Migrant	Title II - Migrant

Online Enter your Activation Code for access to a Grant by clicking on 'Add' under Request.

Status	Request	Grant Name	Notes
Available	Add	Activation Tool NDE	Activation Calculation Tool Menu (NDE Use Only - not available to districts/agencies)
Offline	Add	Dist Ed Incentive Payments	This application is not online in the GMS.
Available	Add	Grid Tool - NDE Use Only	Grid Tool (NDE Use Only - not available to districts/agencies)
Available	Add	Payment Administration-NDE	Payment Administrative Window (NDE Use Only - not available to districts/agencies)
Available	Add	SPED Collaborative Grant	Special Education Collaborative NDE/ESU Grant (available for Educational Service Units Only)

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Available Grants means that you have already applied the activation code.  
 Online means that the collection is available, but you have not applied the activation code.

**District Admin**

# Receiving Activation Codes

**NEBRASKA DEPARTMENT OF EDUCATION**  
**TRAINING Portal**  
 Helpdesk (888) 285-0556

Welcome Mikey(DA) Taylor (ktaylor\_da) | Portal Home | Site Help | Sign Out

Home Site Collections SRS Student & Staff Profiles District Admin My Profile Forms Help Events Links Training Videos

Tasks [View All](#) **Collection Activation Codes** [View All](#)

**Collection Activation Codes**

This page provides District Administrators with the Activation Codes and Users for Data Collections.

Choose Collection: Please Choose

What are the other? (2011-2012)

- LEP and Poverty Plans
- Arkansas Homeless Grant
- NCLB Consolidated Application
- NDE Staff ID

Choose District:

These codes are UNDE Staff ID Download

Case letter 07, or Nebraska Lead Peer Review of STARS (NLPRS) between these:

- NIS Interface
- NSRS Administration (UNDEE Tool)
- NSRS Data Manager
- NSRS Validation
- Payment Administration-NDE
- Perkins Basic/OP/Practic
- Perkins Innovation Grant
- Perkins IV Career & Technical Education
- Postsecondary Data Manager
- Previews: State of the Schools Report 2010-2011
- Reconnect
- School Age Final Financial Report (FFR)
- School District/System Census Report 2011 (Census)
- Special Education Post-School Outcomes
- SPED Collaborative Grant
- SPED Discipline
- SPED Early Dev Network Grant
- SPED Sec Transition Grant
- State Aid Component Verification 2010-2011
- State Aid Component Verification 2011-2012
- Student Unique Identifier (SUID)
- Technology Plan

If Numerals and Lower Case Characters, Codes will not contain any Upper Case letter 's', upper most in the codes, and might be confused with number '1s'. Please look closely to differentiate

[Back List](#)

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If you have a Portal Activation as a District Administrator, you will have the District Administrator Tab.  
 If you click on that tab, you will be allowed to select the Collection (then the District if you have more than one District).



# Activation Codes

[Re-Load List](#)

code	DistrictID	District	UserType	Users	Administrator Only	Instructions
<a href="#">ca0stuf4c</a>	11-0020-000	LYONS-DECATUR NORTHEAST SCHS	Data Entry	Multiple	False	<a href="#">View</a>
<a href="#">c2kfyd4k</a>	11-0020-000	LYONS-DECATUR NORTHEAST SCHS	District Admin	Multiple	False	<a href="#">View</a>
<a href="#">daylor_da</a>		Taylor, Kiley(DA)				
<a href="#">c9tqo1qpd</a>	11-0020-000	LYONS-DECATUR NORTHEAST SCHS	View Only	Multiple	False	<a href="#">View</a>
<a href="#">c1dyysx7j</a>	11-0020-000	LYONS-DECATUR NORTHEAST SCHS	BookKeeper	Multiple	False	<a href="#">View</a>

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Once you have chosen the collection, a list of activation codes will display. There can only be one District Administrator per district. There can be multiple users with the other User Types.

**GMS**

Available: [Add/Remove](#) SPED Early Dev Network Grant (Service Units Only)  
 Available: [Add/Remove](#) Title I Accountability Funds (SPED Early Development Network Regional System Support/Change Grant)  
 Available: [Add/Remove](#) Title I Accountability Funds (Federal School Improvement Funds for Schools/Districts Not Meeting Adequate Yearly Progress (AYP))

Online: Enter your Activation Code for access to a Grant by clicking on "Add" under Request.

Status	Request	Grant Name	Note
Offline	<a href="#">Add</a>	SPED IDEA Consolidated	This application is not online in the GMS.
Available	<a href="#">Add</a>	SPED IDEA Consolidated (State, 0-9, Pre-school, CEEL, Nonpublic)	SPED IDEA Consolidated (State, 0-9, Pre-school, CEEL, Nonpublic)
Available	<a href="#">Add</a>	SPED Sec Transition Grant	SPED Secondary Transition Innovative Project Grant
Internal	<a href="#">Add</a>	Technology Plan	Technology Plan
Available	<a href="#">Add</a>	Title I - programs	Title I - programs

If a Grant is listed as being offline, it is temporarily down for service.  
 The District Administrator will receive a list of Activation Codes for each of their Districts, for each Grant, and for each level of access. They will distribute the codes to those that need access to those grants.  
 To read more about Activation Codes, go to the Help tab and read "Activation Codes."

There are now two tables on the GMS tab: Available and Online. Available Grants are those for which you have entered codes, Online Grants are those for which you yourself do not have or might not need access.

**SPED IDEA Consolidated**  
 Grants Management System (GMS) Information

This Activation Code is available from your District Administrator.  
 What are the different UserTypes?

Agency ID	Name	UserType

[Return to previous page](#)

This Activation Code is available to the District Administrator on the Portal Website. The District Administrator then distributes them to the appropriate people, and click on the name in Grant Name/Link column to enter the system.  
 If you have successfully entered a code, the district will show up in the above table. Click on "Return to previous page" below and click on the name in Collection Name/Link column to enter the system.

This Activation Code is available to the District Administrator on the Portal Website. The District Administrator then distributes them to the appropriate people. These codes are 10 characters long, and are Case Sensitive. They are made up of **Numbers and Lower Case Characters**. Codes will not contain any Upper Case letter I's, Upper Case letter O's, or Upper Case letter L's. However, Lower Case letter L's (l) can exist in the codes, and might be confused with number 1's. Please look closely to differentiate between these.

**After you have successfully entered a code, it will show up in the above table. Click on "Return to previous page" below and click on the name in Collection Name/Link column to enter the system.**

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On the GMS tab, click "Add" next to the collection that you need (under the Online portion).

A new screen will pop up.

Enter the activation code given to you by your District Administrator.

Click "Add" .

You should now have access to the new grant.

Click the link that says "Return to Previous Page".

You are now ready to access the application!!!

**GMS** Entering the Application

Grants Management System

You have access to the online Grant. Please proceed by clicking on the name in Grant Name/Link column.

Status	Activation Code(s)	Grant Name/Link	Note
Available	EDU/Remove	ARRA (SPF)/Stabilization Funds	ARRA - State Fiscal Stabilization Funds
Available	EDU/Remove	ARRA ESEA Consolidated Appl	ARRA - ESEA Consolidated Application: Titles I-VA
Available	EDU/Remove	ARRA IDEA B/Headstart - PAYMENTS	ARRA IDEA B/Headstart - PAYMENTS ONLY
Available	EDU/Remove	ARRA IDEA Part C - Funds	ARRA IDEA Part C - PAYMENTS ONLY
Available	EDU/Remove	ARRA McKinney Homeless Grant	ARRA - McKinney-Vento Homeless Education Assistance Competitive Grant
Available	EDU/Remove	Career Ed Partnership Grant	Career Education Partnership Act (CEPA) Grant
Available	EDU/Remove	Dist Ed Equip Search Grant	Distance Education Equipment Reimbursement Grant
Available	EDU/Remove	Early Childhood State Grant	Early Childhood State Continuation Grant
Available	EDU/Remove	Education Jobs	Education Jobs Funds
Available	EDU/Remove	LC LEP and Poverty Plans	Learning Community LEP and Poverty Plans
Available	EDU/Remove	LEP and Poverty Plans	LEP and Poverty Plans
Available	EDU/Remove	McKinney-Vento Homeless Grant	McKinney-Vento Homeless Education Assistance Competitive Grant
Available	EDU/Remove	NCLB Consolidated Application	NCLB Consolidated Application-Titles I-A, I-C-Migrant, I-I-A, I-I-C, I-I-LRP, I-I-I (Designated Ed. To V)
Available	EDU/Remove	Perkins Basic/PostSec	Perkins Basic/PostSec/Post Secondary Grants
Available	EDU/Remove	Perkins Innovation Grant	Perkins Innovation Competitive Grant
Available	EDU/Remove	SPED Early Dev Network Grant	SPED Early Development Network Regional System Support/Change Grant
Available	EDU/Remove	SPED IDEA Consolidated	SPED IDEA Consolidated (ESEA, E-P, Pre-school, CEIS, Nonpublic)
Available	EDU/Remove	SPED Sec Transition Grant	SPED Secondary Transition Innovative Project Grant
Available	EDU/Remove	Title I Accountability Funds	Federal School Improvement Funds for schools/clinics not meeting Adequate Yearly Progress (AYP)
Available	EDU/Remove	Title IC - Migrant	Title IC - Migrant

Status	Request	Grant Name	Note
Available	ADD	Allocation Tool-NDE	Allocation Calculation Tool Menu (NDE Use Only - not available to districts/agencies)
Offline	ADD	Dist Ed Incentive Payments	This application is not online in the GMS.
Available	ADD	Dist Tool - NDE Use Only	Dist Tool (NDE Use Only - not available to districts/agencies)
Available	ADD	Payment Administration-NDE	Payment Administrative Window (NDE Use Only - not available to districts/agencies)
Available	ADD	SPED Collaborative Grant	Special Education Collaborative NDE/ESU Grant (available for Educational Service Units Only)

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Click on the Available application you wish to work on. Our examples are based on SPED IDEA Consolidated.

## Types of Applications

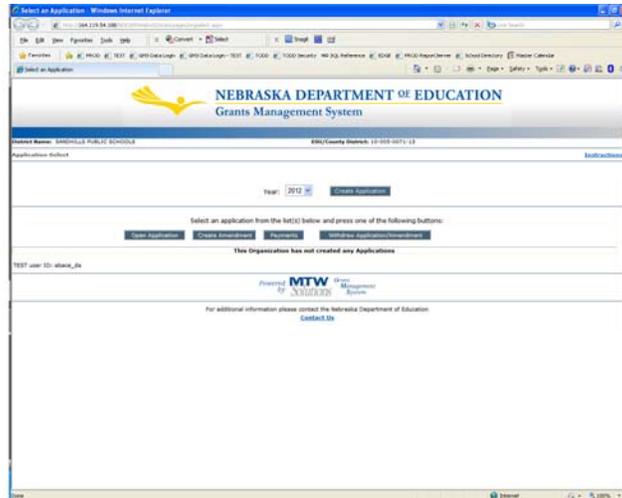
- Formula
- Competitive
- Plans
- Payments Only

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# Create a New Year



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Select the year that you would like to create.  
Click on 'Create Application'.

# Application Select Page

District Name: TEKAMAH-HERMAN COMMUNITY SCHS ESI/County District: 02-011-0001-13

Application Select [Instructions](#)

Select an application from the list(s) below and press one of the following buttons:

[Open Application](#)
[Create Amendment](#)
[Payments](#)
[Print All](#)
[Withdraw Application/Amendment](#)

Select	Application / Amendment	Original Submit Date	NDE Final Approval Date	Status	Status Date	Consulting
2011-2012 <input type="checkbox"/>	12-106A-4400-00 Original Application			Not Submitted		<input type="checkbox"/>

TEST user ID: ktaylor\_da

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For additional information please contact the Nebraska Department of Education [Contact Us](#)

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## Application Select Page


**NEBRASKA DEPARTMENT OF EDUCATION**  
 Grants Management System

District Name: EDUCATIONAL SERVICE UNIT 07      ESD/County District: 07-000-0007-00

[Instructions](#)

**Action Buttons**

Select an application from the list(s) below and press one of the following buttons:

**Application Year**

**Radio Button**

Select	Application / Amendment	Original Submit Date	NDE Final Approval Date	Status	Status Date	Consulting
<input type="radio"/>	2011-2012			Not Submitted		
<input type="radio"/>	2010-2011					
<input type="checkbox"/>	10-NCLB-4201-00 Original Application			Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	11-NCLB-4201-00 Amendment 7	08-24-2011	09-07-2011	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	11-NCLB-4201-00 Amendment 6	07-27-2011	08-12-2011	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	11-NCLB-4201-00 Amendment 5	07-13-2011	07-21-2011	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	11-NCLB-4201-00 Amendment 4	02-21-2011	02-21-2011	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	11-NCLB-4201-00 Amendment 3	02-10-2011	02-25-2011	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	11-NCLB-4201-00 Amendment 2	01-21-2011	01-27-2011	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	11-NCLB-4201-00 Amendment 1	11-18-2010	01-10-2011	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	11-NCLB-4201-00 Original Application	10-05-2010	11-04-2010	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	2009-2010					
<input type="checkbox"/>	10-NCLB-4201-00 Amendment 5	09-30-2010	10-21-2010	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	10-NCLB-4201-00 Amendment 4	06-16-2010	06-17-2010	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	10-NCLB-4201-00 Amendment 3	05-28-2010	06-04-2010	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	10-NCLB-4201-00 Amendment 2	02-02-2010	02-17-2010	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	10-NCLB-4201-00 Amendment 1	01-13-2010	01-29-2010	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	10-NCLB-4201-00 Original Application	10-28-2009	10-29-2009	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	2008-2009					
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 9	10-28-2009		Not Submitted		<input type="checkbox"/>
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 8	10-20-2009	10-27-2009	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 7	09-11-2009	09-14-2009	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 6	09-01-2009	09-04-2009	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 5	08-18-2009	08-29-2009	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 4	05-12-2009	05-18-2009	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 3	04-29-2009	05-04-2009	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 2	03-27-2009	03-03-2009	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>
<input type="checkbox"/>	09-NCLB-4201-00 Amendment 1	12-10-2008	12-31-2008	Final Approved	<a href="#">View GAN</a>	<input type="checkbox"/>

Date: 7/25/2012      Internet      100%

Once you enter the application, and have created one, you will start at the Application Select Page.

Once the application has been available in the GMS, multiple years can be selected.

The Radio Button determines which year will be used for the action buttons on the top of the page.

•Instructions – This link will bring up a list of instructions depending on the page that you select it on. These are available on nearly every page in the application. Full program instructions are available on the Overview pages on specified programs.

•Action Buttons

•Radio button must be selected

•Open Application – Opens Application to the Umbrella Overview.

•Create Amendment – Creates amendments to approved applications. (Only available for approved applications and during available timelines).

•Payments – Door to the payment side of the application – Can only be accessed for approved applications.

•Print All – Prints entire application to a pdf file available by link at 8:00 pm.

•Review Checklist – What the Reviewer uses to accurately check the application and communicate to the district.

•Withdraw Application/Amendment – Erases entire application.

•Status Bar

•Select – Lists the application year and allows a selection via radio button.

•Application / Amendment

•Original Application

•Amendment 1 , etc.

•Original Submit Date – When the application / amendment was submitted to NDE

•NDE Final Approval Date – When the application was Final Approved and GAN was created.

•Status

•Not Submitted – District is still working on it.

•Submitted – Submitted to NDE or District Admin.

•Disapproved – District needs to make changes.

•In Process – 1<sup>st</sup> level of approval passed. Now needs to be approved by LC.

•Final Approved – Application has been approved by the LC. GAN has been produced.

•View GAN – Click on this link to bring up the pdf of the Grant Award Notification

•Contact Us

•Link available at the bottom of each page. Lists important names and numbers for all GMS applications and the payments that go with.

# Review Checklist

Do not use drop down list to navigate on Review Checklist.

**Applicant:** 01-014-0008-13 HARTINGTON PUBLIC SCHOOLS  
**Application Cycle:** 2011-2012 NCLB Consolidated - 00 Amendment 1

**Consolidated Application**  
 NCLB Consolidated - 4201  
[Printer-Friendly](#)  
[Click to Return to Organization Select](#)  
[Click to Return to Application Select](#)

NCLB				Original Application Checklists				Amendment Checklists				
	Improvement Plans Checklist	Title I	Title II A	Title III	Title III LEA	Title III Immigrant	Title V	Title ID				
NCLB	Improvement Plans Checklist	Title I	Title II A	Title III	Title III LEA	Title III Immigrant	Title V	Title ID				

**NCLB Review Checklist - All Grants**

Your application has been reviewed by the following Department of Education staff:

**NDE Staff Name:** Nancy Rowch  
**NDE Staff Phone:** 402 471 2477  
**NDE Staff E-Mail:** nancy.rowch@nebraska.gov  
**Current Status of NCLB application:**   
**Date Application was Reviewed:**

Check to indicate NCLB programs needing revisions. Refer to each program's review checklist to see reviewer's comments.

1. The applicant has identified needs, goals and the NCLB funds that will be used to support them.  
 Check to add comment.
2. If not all teachers meet NCLB qualified teacher criteria, the district has described a plan for helping all teachers reach NCLB qualified status.  
 Check to add comment.
3. The district addressed the issue of identifying students in homeless situations.  
 Check to add comment.
4. The district addressed offering assistance to students in homeless situations.  
 Check to add comment.
5. The district identified homeless shelters and described the consultation for services, if applicable.  
 Check to add comment.

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Do not use drop down list to navigate on Review Checklist. Instead, use the tabs.

Review Checklist is a Pop-Up. Ensure that your Pop-Up blocker is disabled.

# Review Checklist

NCLB Original Application Checklist	Amendment Checklist
<p><b>NCLB Amendment Review Checklist - All Grants</b></p> <p>Your application has been reviewed by the following Department of Education staff:</p> <p>NDE Staff Name: <input type="text" value="Nancy Rowch"/></p> <p>NDE Staff Phone: <input type="text" value="402 471 2477"/></p> <p>NDE Staff E-Mail: <input type="text" value="nancy.rowch@nebraska.gov"/></p> <p>Current Status of NCLB application: <input type="text" value="Approved"/></p> <p>Date Application was Reviewed: <input type="text" value="7.5.12"/></p> <p><input type="checkbox"/> Check to indicate NCLB programs needing revisions. Refer to each program's review checklist to see reviewer's comments.</p>	
<p>1. Title I-A - Disadvantaged</p> <p><input type="text" value="Approved"/></p> <p><input checked="" type="checkbox"/> Check to add comment.</p> <p><input type="text" value="Dollars moved into Title I from Title IIA and Title V in order to cover salaries."/></p>	
<p>2. Title I-D - Neglected or Delinquent</p> <p><input type="text" value=""/></p> <p><input type="checkbox"/> Check to add comment.</p>	
<p>3. Title II-A - Teacher Quality</p> <p><input type="text" value=""/></p> <p><input type="checkbox"/> Check to add comment.</p>	
<p>4. Title II-D - Technology</p> <p><input type="text" value=""/></p> <p><input type="checkbox"/> Check to add comment.</p>	
<p>5. Title III - English Language Learners</p> <p><input type="text" value=""/></p> <p><input type="checkbox"/> Check to add comment.</p>	

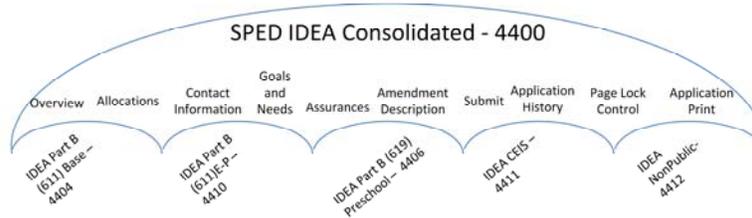
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On an amendment, only the specific grant that was updated will need to be addressed on the Amendment Checklist. All other review pages will not.

## Umbrella Grant SPED IDEA Consolidated -4400



- Overview – Describes the application
- Program Information – Specific questions for the Program including budget pages
- Staff – District Specific Staff
- Equipment/Capital Outlay – Operational Equipment / Capital Outlay
- Budget – Budget Detail and Budget Summary
- Page Lock Control – Lock and Unlock Pages

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IDEA Part B (611) Base – 4404  
 IDEA Part B (611)E-P – 4410  
 IDEA Part B (619) Preschool – 4406  
 IDEA CEIS – 4411  
 IDEA NonPublic - 4412

# Umbrella Grant NCLB Consolidated -4201



- Titles IID, IV, and V are not funded.
- REAP eligible schools are allowed to transfer 100% of their allocations from one program to another
- Schools that are not REAP eligible are allowed to transfer 50% of their funds

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## Suggested Navigation

- Move Left to Right through the tabs
- Umbrella – SPED IDEA Consolidated – 4400
  - Overview
  - Allocations
  - Contact Information
  - Goals and Needs
- IDEA Part B Base
  - Program Pages
- IDEA Part B E/P
  - Program Pages
- IDEA Part B Preschool
  - Program Pages
- IDEA CEIS
  - Program Pages
- IDEA NonPublic
  - Program Pages
- Umbrella
  - Assurances
  - Amendment Description (Only on Amendments)
  - Submit
  - Application History
  - Page Lock Control
  - Application Print

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# Navigation of Applications

**SPED IDEA Consolidated - 4400**

- SPED IDEA Consolidated - 4400
- IDEA Part B (611) Base - 4404
- IDEA Part B (619) E-P - 4410
- IDEA Part B (619) Preschool - 4406
- IDEA CEIS - 4411
- IDEA NonPublic - 4412

District	Education	State	State	Resources	Assessment	Status	Application	Date
<b>Special Education IDEA Consolidated Part B - Assurance</b>								

**STATEMENT OF ASSURANCE**  
The contractor who implements Education Act (IEA) - Special Education Act and The Early Intervention Act:

1. Identify and assure, as an authorized school district official, that:
  - a. General:
    - 1. The district will comply with all of the federal requirements of the Individuals with Disabilities Education Act (IDEA), the Education Department General Administration Regulations (EDGAR), and the General Education Provisions Act (GEPA), and all of the state requirements of the Special Education Act and the Early Intervention Act including the NCE Regulations and Standards for Special Education Programs, 92 NAC 91.
    - 2. Any noncompliance in the district's special education program identified through audits or monitoring will be corrected as soon as possible but in no case more than one year from the date the district is notified of the noncompliance.
  - b. Funding, Fiscal Controls, Record Keeping and Reports:
    - 3. The total costs (according to the provisions of IDEA, the Special Education Act and the Early Intervention Act) reflected in the school district budget document which includes anticipated expenditures for children with disabilities (both through the school year in which the student reaches 21 years of age) is approved by the School District Board of Education and is hereby submitted to NCE.
    - 4. Funds distributed to the district under IDEA Part B will be expended in accordance with the applicable provisions of the IDEA and will be used only to pay the excess costs of providing special education and related services to children with disabilities and will be supplemented state local and other federal funds and not to supplant state funds. (24 CFR 300.203)
    - 5. Individuals under 24 CFR 300.202 (Use of Funds), 24 CFR 205(a) (Disbursement of Effort) and 24 CFR 300.143(b) (Disability Agent Consulting Funds): Part B funds may be used: (1) for the state of special education and related services and supplemental aids and services provided in a regular class or other education-related setting for a child with a disability in accordance with the 30% of the child's cost if one or more nonparticipating children benefit from these services; (2) to identify and implement coordinated early intervening educational services in accordance with 24 CFR 300.220; and (3) to purchase appropriate materials, transportation, and construction and repair of equipment for children and related services personnel providing services described in the list of priority services identified, that is essential for the implementation of IDEA and nonpublic children. (24 CFR 300.205)
    - 6. Except as provided in 24 CFR Part 300.204 and 205.205, funds distributed to the district under IDEA, Part B will not be used to reduce the level of expenditures for the education of children with disabilities made by the district from local funds below the level of those expenditures for the preceding fiscal year (beginning of fiscal year 2009-2010).
    - 7. The district will use fiscal control and fund accounting procedures that will ensure proper disbursement and accounting of state and federal funds paid to the school district for the provision of special education and related services to children with disabilities.
      - a. District documents time and effort in accordance with OMB Circular A-47 for employees funded from state IDEA grant source and those funded from multiple federal grant sources.
    - 8. If through the audit process, a finding is made regarding inappropriate use or misapplication of IDEA funds, the district will reimburse federal funds equal to the amount of such finding using non-federal funds and in no case may federal funds be used to reimburse or misapply.
    - 9. If through the audit process, a finding is made regarding inappropriate use or misapplication of federal education state personal funds, the district will reimburse federal funds equal to the amount of such finding or have its state general fund reimbursement adjusted accordingly. In no case may federal funds be used to reimburse the amount found to be misapplied or misapplied.

**Program Information**

10. The district provides the Nebraska Department of Education (NDE) information necessary to enable the NDE to carry out its duties under the IDEA, the Special Education Act and the Early Intervention Act, including information relating to the performance of children with disabilities participating in programs carried out under such Acts. (24 CFR 300.211)
11. The district makes available to parents of children with disabilities and to the general public all documents relating to eligibility of the student under the IDEA, the Special Education Act and the Early Intervention Act. (24 CFR 300.212)
12. The district participates in a regional plan of services for children with disabilities. (See 92 NAC 91.0101)

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Allocations

# Allocations Tab

Allocations
[Instructions](#)

Grant Award Notification	IDEA-Base-4404	IDEA-EP-4410	IDEA-Preschool-4406	IDEA-CEIS-4411	IDEA-NonPublic-4412
<b>Current Year Funds</b>					
Allocation	\$49,409	\$61,910	\$0	\$19,645	\$0
ReAllocated (+)	\$0	\$0	\$0	\$0	\$0
Released (-)	\$0	\$0	\$0	\$0	\$0
<b>Total Current Year Funds</b>	\$49,409	\$61,910	\$0	\$19,645	\$0
<b>Prior Year(s) Funds</b>					
Carryover (+)	\$0	\$0	\$0	\$0	\$0
ReAllocated (+)	\$0	\$0	\$0	\$0	\$0
Released (-)	\$0	\$0	\$0	\$0	\$0
<b>Total Prior Year(s) Funds</b>	\$0	\$0	\$0	\$0	\$0
<b>Sub Total</b>	\$49,409	\$61,910	\$0	\$19,645	\$0
<b>Adjusted Sub Total</b>	\$49,409	\$61,910	\$0	\$19,645	\$0

Optional: CEIS is an option left to district discretion. Funds may be transferred from CEIS to E/P in whole or partial amounts. Once funds are transferred out of CEIS, they may not be returned.	IDEA-Base-4404	IDEA-EP-4410	IDEA-Preschool-4406	IDEA-CEIS-4411	IDEA-NonPublic-4412
<b>Funds Available for Transfer</b>					
Applicable Percentage	0%	0%	0%	100%	0%
Current Year	\$0	\$0	\$0	\$19,645	\$0
From IDEA-CEIS-4411 (+)		100			
<b>Total Transfer</b>	\$0	\$100	\$0	(\$100)	\$0

Release Remaining Funds to NDE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Net Adjustment</b>	\$0	\$100	\$0	(\$100)	\$0
<b>Total Available for Budgeting</b>	\$49,409	\$62,010	\$0	\$19,545	\$0

Releases entire amount to NDE if checked

Can transfer money to E-P from CEIS, but not back.  
 If the check boxes are marked to release, 100% of the allocation will be released to NDE.

## Allocations

# Allocations Tab

Grant Award Notification  
Grant Award Notification - 1

2/1/2012

	TitleI-4200	TitleIIA-4310	TitleIIID-4985	TitleIIILEP-4925	TitleIIIE-4926	TitleIV-4960	TitleV-4320	TitleID-4230
<b>Current Year Funds</b>								
Allocation	\$648,350	\$153,800	\$0	\$38,328	\$0	\$0	\$0	\$0
Reallocated (+)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Released (-)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Current Year Funds</b>	\$648,350	\$153,800	\$0	\$38,328	\$0	\$0	\$0	\$0
<b>Prior Year(s) Funds</b>								
Carryover (+)	\$58,268	\$23,872	\$0	\$2,366	\$0	\$0	\$0	\$0
Reallocated (+)	\$1,855	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Released (-)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Prior Year(s) Funds</b>	\$60,123	\$23,872	\$0	\$2,366	\$0	\$0	\$0	\$0
<b>Sub Total</b>	\$708,473	\$177,752	\$0	\$40,694	\$0	\$0	\$0	\$0
<b>Multi-District</b>								
Transfer In (+)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer Out (-)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Agent								
<b>Adjusted Sub Total</b>	\$708,473	\$177,752	\$0	\$40,694	\$0	\$0	\$0	\$0

Complete the section below to notify the SEA that the applicant is transferring or flexing funds per the provisions of the State and Local Transferability Act. Guidance on Transferability is available at <http://www.ed.gov/eisearns/transferability/nebrsumm0911.doc>. Guidance on REAP/Flex is available at <http://www.ed.gov/eisearns/transferability/nebrsumm0911.doc>.

Funds Available for Transfer/Flex	TitleI-4200	TitleIIA-4310	TitleIIID-4985	TitleIIILEP-4925	TitleIIIE-4926	TitleIV-4960	TitleV-4320	TitleID-4230
Applicable Percentage	0%	50%	50%	0%	0%	0%	50%	0%
Current Year	\$0	\$88,876	\$0	\$0	\$0	\$0	\$0	\$0
Cap for Carryover	\$0	\$88,876	\$0	\$0	\$0	\$0	\$0	\$0
Total Available for Transfer/Flex	\$0	\$88,876	\$0	\$0	\$0	\$0	\$0	\$0
From TitleIIA-4310 (+)								
From TitleIIID-4985 (+)								
From TitleIV-4320 (+)								
Total Transfer/Flex	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Release Remaining Funds to NDE

Net Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Available for Budgeting	\$708,473	\$177,752	\$0	\$40,694	\$0	\$0	\$0	\$0

7/25/2012 Calculate Totals Save Pass Releases entire amount to NDE if checked

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On approved applications, GANs from each approved application for the same year will be displayed at the top of the page.

Applicable Percentage will show whether 100% or 50% can be transferred.

If the box at the bottom of the program is checked, all current and prior year funds will be released to NDE.

Allocations

## Allocations Tab

<b>Grant Award Notification</b>		
Grant Award Notification - 2	6/10/2012	
Grant Award Notification - 1	8/26/2011	EC-3548
<b>Current Year Funds</b>		
Allocation		\$45,937
ReAllocated (+)		\$0
Released (-)		\$0
<b>Total Current Year Funds</b>		<b>\$45,937</b>
<b>Prior Year(s) Funds</b>		
Carryover (+)		\$0
ReAllocated (+)		\$0
Released (-)		\$0
<b>Total Prior Year(s) Funds</b>		<b>\$0</b>
<b>Sub Total</b>		<b>\$45,937</b>
<b>Multi-District</b>		
Transfer In (+)		\$0
Transfer Out (-)		\$0
Administrative Agent		
<b>Adjusted Sub Total</b>		<b>\$45,937</b>
<b>Total Available for Budgeting</b>		
		\$45,937
		EC-3548

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Example of a single level Program.



Goals and Needs

# Goals and Needs

Goal  
1

611 Base  
 611 Enrollment/Poverty (E-P)  
 619 Preschool

**Goal 1 - Assist with providing services to public school preschool children with disabilities.**

Goal  
2

611 Base  
 611 Enrollment/Poverty (E-P)

**Goal 2: Assist with providing services to School Age (age 5-21) students with disabilities in public schools.**

Goal  
3

Nonpublic

**Goal 3: Assist with providing services to School Age (age 5-21) students with disabilities in nonpublic schools.**

Goal  
4

Coordinated Early Intervening Services (CEIS)

**Goal 4: Assist with providing services to School Age students in public schools who are not currently identified as needing special education or related services, but who need additional academic and behavioral support to succeed in a general education environment (Coordinated Early Intervening Services-CEIS). Max available: 15%**

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Transfer to the Budget Pages of the funding source that you choose.  
 Funds must be budgeted to the goal based on the funding source selected.  
 If you will not be funding a goal with the sources listed for that goal, or you do not have any of the funds listed, all pages have the option to select Not Applicable.

IDEA Part B (Non-public) funds may be used to provide equitable services to non-resident non-public school children and to provide FAPE to resident non-public school children. However, when all IDEA Part B (Non-public) funds are expended, the district remains responsible for the provision of FAPE to resident non-public school children.

Goals and Needs

## Goals and Needs

Student Academic Needs

Professional Development

Student Populations

Non-Public Schools

Improvement Plans



Some Goals, like NCLB are narrative.

<input checked="" type="checkbox"/> Title I, Part A <input type="checkbox"/> Title I, Part D, Neglected or Delinquent <input checked="" type="checkbox"/> Title II, Part A <input type="checkbox"/> Title II, Part D	<input type="checkbox"/> Title III, Limited English Proficiency (LEP) <input type="checkbox"/> Title III, Immigrant Education <input type="checkbox"/> Title V, Part A <input type="checkbox"/> Not Applicable
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The Goals and Needs section is intended to assist districts with their school improvement planning in academic areas and grade levels. These goals are tied to the Budget Detail page based on the funding sources selected. Enables a connection between budgeting and the district/agency goals and needs.

NCLB Goals – have to indicate which funding source will be used to meet those goals.

All goals must be budgeted.

Program Information

# Program Pages

- Program Information
  - Lists Specific Questions for the chosen application
- Staff
  - Instructional Staff
    - District Employee
    - Must Be Endorsed
  - Non-Instructional Staff
    - District Employee
- Equipment / Capital Outlay
  - Operational Equipment
  - Capital Outlay
- Budget
  - Budget Detail
  - Budget Summary
- Page Lock Control



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- Instructional Staff
  - District Employee
  - Must Be Endorsed
- Non-Instructional Staff
  - District Employee
- Equipment / Capital Outlay
  - Operational Equipment
    - Budgeted in Object Code 400
    - Cost at least \$1500 per unit
    - Cost less than \$5000 per unit
  - Capital Outlay
    - Budgeted in Object Code 500
    - Cost more than \$5000
- E/P is different!!!!
  - Minor Building Modifications
    - 2 pages
    - Similar to Paper applications
    - Involvement of, and consultation with NDE Vocational Rehabilitation is required for all projects (Accessibility Standards). Contact Lilly Blase @ 402-471-6051 or e-mail to: [lilly.blase@nebraska.gov](mailto:lilly.blase@nebraska.gov)
  - Budget Detail contains Excess Cost limitation

## Program Information

- If you plan to use funds from a specific program, you must answer the Program Information Questions
- Prior Year Response
  - may not have a prior year response (for example, the question is new this year)
  - 2500 Character Limitation



# Character Counter

The screenshot shows a Windows Internet Explorer browser window displaying a grant application form. The address bar shows a URL from the Nebraska Department of Education. The page title is "Grant Application". The main content area contains text describing a reading program and a character count section. The character count section includes a text area with the following text:

\*2. In order to comply with Section 427 of OEPA (20 U.S.C. 1229a), provide a description of the steps the district proposes to take to permit students, teachers, and other program beneficiaries to overcome barriers (including barriers based on gender, race, color, national origin, disability, and age) that impede access to, or participation in, particular programs to be funded with State Fiscal Stabilization Funds.

Character Count: (2051 of 2500 maximum characters used)

The steps that the district will take are to implement a scientific-researched based elementary reading program and secondary reading/English/ writing programs. These programs have data and research that supports instruction and student learning for the various circumstances that may impact student success. These new reading and writing programs are designed to meet the individual needs of each student therefore all students will be eligible for instruction and improving their reading comprehension. Steps that are included involve individual testing of each student to determine their appropriate reading level; then students are grouped according to similar ability-students. The district will be using a new online computer-based testing program that will evaluate student progress three to four times a year (underpin through 2nd grade can evaluate skills anytime — computer), thus providing a baseline data, progress monitoring data, an additional progress monitoring data checkpoint, and an outcome data evaluation. Teachers attend program specific training and are also supported throughout the year with ongoing training, instruction evaluation, program evaluation, and instructional improvement strategies. Teachers evaluate student performance and mastery level check points on students' performance levels for the elementary reading program on a near-weekly basis. Data is also evaluated often for program validity, by the building administrator and an outside program evaluator. Appropriate materials are used by trained teachers to teach reading skills to each student. Students are evaluated often for mastery level knowledge and skills. Students are often re-evaluated for appropriate reading levels and are re-grouped to meet their individual reading needs. Materials are evaluated for appropriate issues of gender, race, color, national origin, disability, and age according to the reading materials evaluation guide and rubric. Teachers are required to teach multi-cultural lessons, which encourage overcoming barriers.

At the bottom of the form, there is a "user ID: cathyk" field and an "Spell Check" button. The footer of the page includes the logo for "Powered by MTW SOLUTIONS Grant Management System" and the text "For additional information please contact the Nebraska Department of Education" with a "Contact Us" link.

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Staff  
Non-Instructional Staff  

# Non-Instructional Staff

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**IDEA Part B - (Section 611 - E/P) - Non-Instructional Staff**

**This page is for the identification of Non-Instructional Staff paid with Special Education, Part B (611) E/P Funds**  
NOTE: This page is not linked to the Budget Summary, therefore, the Calculated Amount Paid must be entered on the Budget Detail page in the 100 column. The total of all staff pages should equal the total of the 100 column on the budget.  
If you select OTHER as a Type of Staff, please specify in the box provided. Use the Additional Entries button or upload a file if needed.

List Name(s) of Non-Instructional Staff Paid with Part B (611) E/P Funds	Indicate Type of Staff	Specify Other	Amount of Salary Paid with Part B (611) E/P Funds without benefits
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Calculated Amount Paid   
  
 Upload directory does not exist. Cannot view uploaded files.

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List District Employees funded with the selected program.  
 Use the drop down to select type of staff. Examples are Clerical, Sign Language Interpreter, Speech/Language Therapist.  
 Other is an option. If you choose Other, you must specify in the “Specify Other” box.

Equipment/Capital Outlay

## Equipment/Capital Outlay

- Equipment / Capital Outlay
  - Operational Equipment
    - Includes supplies & materials
    - Budgeted in Object Code 400
    - Cost at least \$1500 per unit
    - Cost less than \$5000 per unit
  - Capital Outlay
    - Used to be Computer Hardware/Equipment
    - Budgeted in Object Code 500
    - Cost more than \$5000 per unit
- Both Pages
  - Describe Item
  - Location
  - Unit Cost
  - Quantity

Operational Equipment

Capital Outlay

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Equipment is any instrument, machine, apparatus or set of articles that meets ALL of the following:

- a. Under normal conditions of use can be expected to last longer than a year,
- b. Does not lose its identity through fabrication or incorporation into a different or more complex unit,
- c. Is non-expendable (more feasible to repair the item than to replace),
- d. Retains its appearance and character through use,
- e. Is of significant value and, may be
- f. Small and attractive.

2012 Users Guide from NDE Financial and Organizational Services is located at the following link.  
<http://www.education.ne.gov/FOS/SchoolFinance/AFR/Downloads/1112/12UsersManual.pdf>

**400. Supplies and Materials** Amounts paid for material items of an expendable nature of less than \$5,000 per item that are consumed, worn out, or deteriorated by use; or items that lost their identity through fabrication or incorporation into different or more complex units or substances.

**500. Capital Outlay** Expenditures for equipment of \$5,000 or more per item (fixed assets or additions to fixed assets). Include lease/purchase payments here under the appropriate object code.

Title I and SPED Consolidated require all items purchased with those funds must be inventoried. Supplies can be listed in bulk. For example, Office supplies instead of 1,200 pencils.

Budget

# Budget

Expenditure Object Code						
100 - Salaries	200 - Employee Benefits	300 - Purchased Service / Lease Agreement	400 - Supplies & Materials / Computer Software	500 - Computer Hardware / Equipment	600 - Travel / Professional Development	TOTAL

### Base

Instruction
Program Supervision
Student Transportation
Other Related Services (ST, OT, PT, Para, etc.)
Facility Costs (Preschool Only)

### E-P

Excess Cost
Instruction
Program Supervision
Student Transportation
Other Related Services (ST, OT, PT, Para, etc.)
Facility Costs
Minor Building Modifications

### Preschool

Instruction
Program Supervision
Student Transportation
Other Related Services (ST, OT, PT, Para, etc.)
Facility Costs

### CEIS

Instruction
Program Supervision
Other Related Services (Para, Clerical)

### NonPublic

Instruction
Program Supervision
Student Transportation
Other Related Services (ST, OT, PT, Para, etc.)

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Budget  
Detail

# Budget Detail Example

**Account:** 00-011-0000-00 LYONS DECATUR NORTHWEST SCHOOLS Submitted Application  
**Application:** 0011-2012 BRSD ISBA Consolidated - 00 [Data Last 2012 Item: 1029] [Print Friendly]  
**Center:** Original Institution [Click to Return to Application Detail]

Category	Division	Dept	Emergency/Capital	Subcat	Page Lock

Budget Detail: BUDGET BREAKDOWN (See whole dollars only. Unit: Decimal Places, e.g., 20.00) [Instructions]

Total Allocation Available for Budgeting: **\$25,000**

**Goal 1 - Assist with providing services to public school preschool children with disabilities.**

Function Code	100 - Salaries	200 - Employee Benefits	300 - Purchased Services / Lease / Agreement	400 - Supplies & Materials / Computer Software	500 - Computer Hardware / Equipment	600 - Travel / Professional Development	Total ISBA Base - 4000 Fund	Delete Row
L-Program Supervision	00	00	00	00	00	00	\$25,000	[X]
	00	00	00	00	00	00	\$0	[X]
	00	00	00	00	00	00	\$0	[X]
<b>Sub Total</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>\$25,000</b>	

[View Additional Items](#) [Add Page](#)

**Goal 2 - Assist with providing services to school age (age 5-21) students with disabilities in public schools.**

Function Code	100 - Salaries	200 - Employee Benefits	300 - Purchased Services / Lease / Agreement	400 - Supplies & Materials / Computer Software	500 - Computer Hardware / Equipment	600 - Travel / Professional Development	Total ISBA Base - 4000 Fund	Delete Row
	00	00	00	00	00	00	\$0	[X]
	00	00	00	00	00	00	\$0	[X]
	00	00	00	00	00	00	\$0	[X]
<b>Sub Total</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>\$0</b>	

[View Additional Items](#) [Add Page](#)

\*\*\*\*\* TOTALS \*\*\*\*\*

***** TOTALS *****	\$25,000	00	00	00	00	00	\$25,000	
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Determining Maximum Indirect Cost allowed

(A) Total Allocation Available for Budgeting	\$25,000	(F) Total Budgeted above	\$25,000
(B) Capital Outlay Costs	\$0	(G) Budgeted Indirect Cost	00
(C) Absolute Direct Costs (A-B)	\$25,000	(H) Total Budget (F+G)	\$25,000
(D) Indirect Cost Rate %	0.0000	(I) Maximum Indirect Cost (C*(D)+G)	00
(E) Maximum Indirect Cost (C*(D)+G)	00	Allocation Remaining (A-H)	00

[Calculate Totals](#) [Add Page](#)

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Assurances

## Assurances

- Can only be signed by the District Administrator
- Binding electronic signature
- Special Education Statement of Assurances

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Amendment  
Description

## Amendment Description

- Only needed on Amendments
- Communication between the District and NDE on what is different than the prior application.

### NCLB Federal Programs - Amendment Description

---

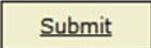
Select the program(s) that are affected by this amendment and provide details where requested.

- 1. Title I-A - Disadvantaged
- 2. Title I-D - Neglected or Delinquent
- 3. Title II-A - Teacher Quality
- 4. Title II-D - Technology
- 5. Title III - LEP
- 6. Title III - Immigrant
- 7. Title IV - Safe and Drug Free
- 8. Title V - Innovative Programs

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A rectangular button with a light yellow background and a thin black border, containing the word "Submit" in a dark font.

## Submit

- Consistency Check
  - Once run – locks the application
  - Only the user that ran the CC can unlock the application
- Comments
  - Comments to NDE
  - Comments from NDE to the District
- Submit
  - Data Entry submits to District Administrator
  - District Administrator is the only one that can submit to NDE

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Application  
History

## Application History

- Shows the user ids and dates of the application
  - When it was submitted to NDE
  - When (if) it was returned by NDE
  - When (if) it was submitted back to NDE
  - When it was approved by the reviewer
  - When it was approved by the Leader

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NEBRASKA DEPARTMENT OF EDUCATION

Page Lock Control

# Page Lock Control

Application: 02-011-0020-13 LYONS EDUCATOR ACQUISITION SCHG Consolidated Application #

Application Type: 0111-0111 BRD IDEA Consolidated - 00 Frontier, Expedient

Original Application Click the buttons to Administer Control

Overview | Attachments | Contact Information | Goals and Needs | Assurances | Assessment Information | Submit | Application History | Page Lock Control | Application Log

Page Review Status Instructions

[Expand All](#)

Section	Page Status	Pages Page Per Admin
0111-0111 BRD IDEA Consolidated - 00	Locked	20
Contact Information	Open	20
Goals and Needs	Locked	20
Assurances	Open	20
IDEA Part B (0111) Presch - 0004	Locked	20
Program Information	Open	20
Start	Locked	20
Equipment/Contact/Outlay	Locked	20
Budget	Locked	20
IDEA Part B (0111) P.P. - 0010	Locked	20
Program Information	Open	20
Start	Locked	20
Equipment/Contact/Outlay	Locked	20
Building Maintenance	Locked	20
Budget	Locked	20
IDEA Part B (0111) Preschool - 0006	Open	20
Program Information	Open	20
Start	Locked	20
Equipment/Contact/Outlay	Locked	20
Budget	Locked	20
IDEA C0111 - 0011	Locked	20
IDEA NonPublic - 0011	Locked	20
Program Information	Open	20
Start	Locked	20
Equipment/Contact/Outlay	Locked	20
Budget	Locked	20

[Close Page](#)

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Once an application is submitted to NDE, each page is marked 'Locked' or 'Final'. If the application is returned or an amendment is created, the page must be unlocked before it can be edited.

Pages marked 'Final' cannot be edited.

Green links indicate sections of pages. You can unlock the entire section or individual pages. Sections can be expanded by clicking on the green link.

At the end of each program is a Page Lock Control that displays the pages only for that program.

The Page Lock Control on the Umbrella level displays all of the pages for the entire Application.

Further instructions are available by clicking on the "Instructions" link in the top right hand corner of the page.

Application  
Print

# Application Print

**NEBRASKA** Department of Education **GMS** Grants Management System

Project Name: HARNEY PUBLIC SCHOOLS  
Project Number: 11-Early Childhood Education Grant-3540-00-10-010-0007-11

Application: Original Application Power-Friendly  
Click to Return to Application Select

Overview Allocations Program Information Program Framework Budget Assurances Amendment Description Submit Application History Page Lock Control Application Print

Selectable Application Print Instructions

Request Print Job

Early Childhood Education Grant Program-3540 [Request Print](#)

Requested Print Jobs

Completed Print Jobs

For additional information please contact the Nebraska Department of Education  
Contact Us

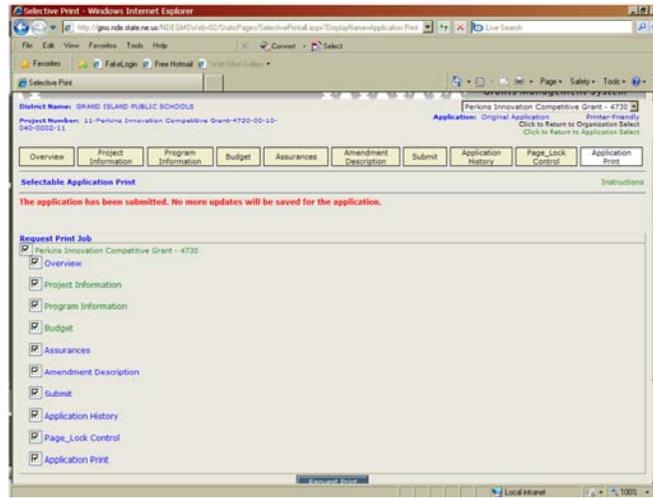
7/25/2012



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# Application Print

All pages will be checked - Uncheck the pages you do not want to print

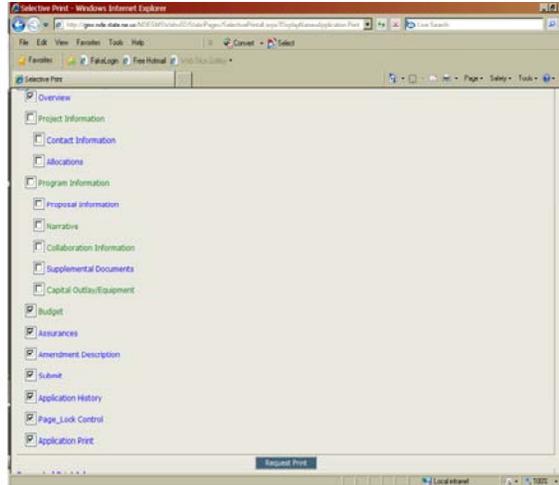


7/25/2012



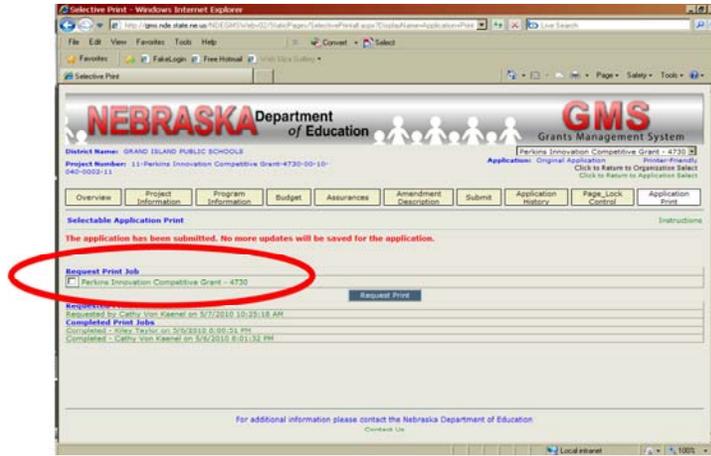
# Application Print

**Unchecked  
pages will not  
print**



7/25/2012

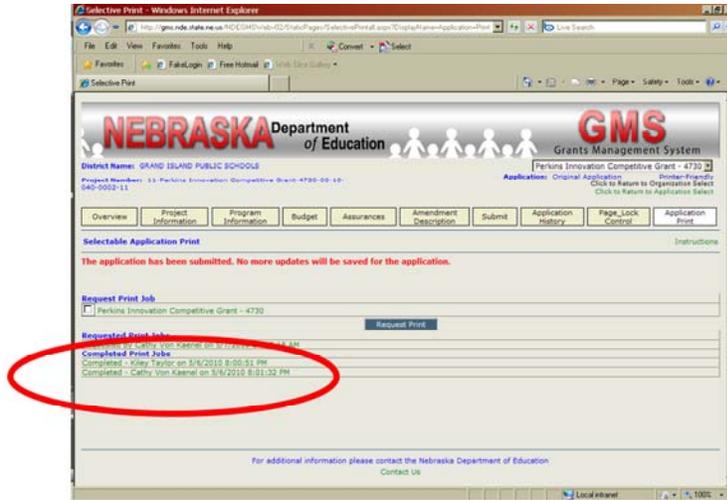
# Application Print



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# Application Print



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# Application Print

Select an application from the list(s) below and press one of the following buttons:

Printed Applications:

- Kiley Taylor 5/6/2010 8:00:51 PM
- Cathy Von Kaenel 5/6/2010 8:01:32 PM
- Print all request pending by cathyk 5/7/2010 10:25:18 AM

Select	Application / Amendment	Submit Date	APP - Final Approval Date	Status	Status Date	Consulting
<input type="checkbox"/>	11-PerkinsInv-4730-00 Original Application	04-05-2010		In Process	04-13-2010	<input type="checkbox"/>
<b>2006-2007</b>						
<input type="checkbox"/>	07-PerkinsInv-4730-W1 Amendment 1	07-19-2007	10-01-2007	Final Approved	View GMS 10-01-2007	<input type="checkbox"/>
<input type="checkbox"/>	07-PerkinsInv-4730-W1 Original Application	05-01-2006	07-18-2006	Final Approved	View GMS 07-18-2006	<input type="checkbox"/>
<input type="checkbox"/>	07-PerkinsInv-4730-W1 Amendment 1	07-19-2007	10-01-2007	Final Approved	View GMS 10-01-2007	<input type="checkbox"/>
<input type="checkbox"/>	07-PerkinsInv-4730-W1 Original Application	05-01-2006	07-18-2006	Final Approved	View GMS 07-18-2006	<input type="checkbox"/>

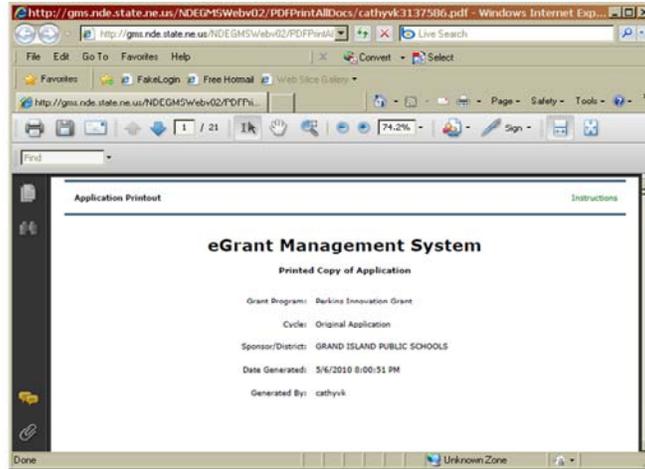
7/25/2012



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# Application Print

This process runs nightly AT 8:00 p.m. and a pdf document will be available the next day by hyperlink.



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**PAYMENTS**

**Financial**  
**Reports, Requests, and**  
**Final Closeouts**



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# Switching sides

Select an application from the list(s) below and press one of the following buttons:

[Open Application](#) [Payments](#) [Print All](#) [Review Checklist](#)

Select	Application / Amendment	Original Submit Date	NDE Final Approval Date	Status	Status Date	Consulting
<input checked="" type="checkbox"/>	08-NCLB-4201-00 Original Application	10-23-2007	11-07-2007	Final Approved	View GAN	12-07-2007
<input type="checkbox"/>	07-NCLB-4201-00 Amendment 2	10-23-2007		Not Submitted		
<input type="checkbox"/>	07-NCLB-4201-00 Amendment 1	08-23-2007	08-27-2007	Final Approved	View GAN	08-27-2007

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# Payment Summary

The Payment Summary is a snapshot of the current status of payments and allocations.

Select "View Reimbursement Requests/Financial Reports" to create, view, and submit requests to Financial Services.

Easy Access Links

2009 NCLB Consolidated - 4201

	Total	Interim A	Interim B	Interim C	Interim D	Interim E	Interim F	Interim G	Interim H	Total
<b>Current Year Allocation</b>	\$6,651,467	\$1,415,093	\$71,000	\$398,382	\$0	\$127,633	\$0	\$203,267	\$0	\$8,895,809
(+) Adjustments	\$12,142	\$71,421	\$36,690	\$54,700	\$0	\$68,743	\$38,119	\$0	\$0	\$513,226
(-) Reductions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(-) Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Funds Available</b>	\$6,663,729	\$1,486,496	\$107,690	\$453,082	\$0	\$196,376	\$38,119	\$203,267	\$0	\$9,419,035
<b>Approved Budget - Original Available</b>	\$6,663,729	\$1,486,496	\$107,690	\$453,082	\$0	\$196,376	\$0	\$203,267	\$0	\$9,419,035
<b>Available for Payments</b>										
Scheduled	\$2,049,000	\$943,224	\$57,763	\$299,266	\$0	\$45,442	\$0	\$0	\$0	\$3,254,903
Reimbursement	\$4,614,543	\$543,272	\$50,927	\$153,816	\$0	\$151,200	\$0	\$203,267	\$0	\$5,166,993
<b>Total</b>	\$6,663,729	\$1,486,496	\$108,700	\$453,082	\$0	\$196,642	\$0	\$203,267	\$0	\$8,421,896
<b>Completed Payments</b>										
Scheduled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Manual	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Pending Payments</b>										
Scheduled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Manual	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Remaining Available</b>										
Scheduled	\$4,614,543	\$543,272	\$57,763	\$200,000	\$0	\$45,442	\$0	\$0	\$0	\$3,254,903
Reimbursement	\$2,049,000	\$943,224	\$50,927	\$153,816	\$0	\$151,200	\$0	\$203,267	\$0	\$3,254,903
<b>Total</b>	\$6,663,729	\$1,486,496	\$108,700	\$353,816	\$0	\$196,642	\$0	\$203,267	\$0	\$6,509,806
<b>Not Documented Review</b>										
Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Amount	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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## Financial Contact Information

This request has been submitted. No more updates will be saved.

**LEA Contact:**

First Name:	<input type="text" value="Wiley"/>	Last Name:	<input type="text" value="Taylor"/>
Phone:	<input type="text" value="402"/> <input type="text" value="471"/> <input type="text" value="0393"/>	Ext:	<input type="text"/>
Email Address:	<input type="text" value="wiley.taylor@nde.ne.gov"/>		

©2009 NCLB Consolidated - 4/2011

The contact information on the Reimbursement Request or Report is pre-populated from the portal information. That means, that the person logged into the system will receive all system generated emails (such as approvals or disapprovals). It does not matter if you overwrite this information and save it, the person logged into the portal will still be the person receiving the emails.

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# Reimbursement Requests, Reports and Finals

2009 NCLB Consolidated - 4201

LEA Contact:  
First Name: [input] Last Name: Taylor [input]  
Phone: [input] Ext: [input]  
Email Address: julia.taylor@nde.ne.gov

2009 NCLB Consolidated - 4201

TitleI-4209	<input type="checkbox"/> select here to add a report for this program
TitleIIA-4318	<input type="checkbox"/> select here to add a report for this program
TitleIII-4965	<input type="checkbox"/> select here to add a report for this program
TitleIII-LEP-4925	<input type="checkbox"/> select here to add a report for this program
TitleIII-IE-4926	<input type="checkbox"/> select here to add a report for this program
TitleIV-4968	<input type="checkbox"/> select here to add a report for this program
TitleV-4320	<input type="checkbox"/> select here to add a report for this program
TitleIC-Program-4915	<input type="checkbox"/> select here to add a report for this program

Enter expenditure amounts and save prior to submission  
Attach Document: [input] [Browse] [Click Here]

check here if documentation has been sent to NDE via Mail

I Certify that, to the best of my knowledge and belief, this report is true and correct in all aspects; supporting documentation for all entries in the accounting records are on file and will be retained for five (5) years or until the Applicant is notified that such records are no longer needed for administrative review, and the federal funds have been expended only for the purposes they were granted.

[input] [Submit to NCLB]

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NEBRASKA DEPARTMENT OF EDUCATION

# Service Providers IDEA Consolidated



NEBRASKA DEPARTMENT OF EDUCATION  
Grants Management System

Applicant: 02-911-0020-13 LYONS-DECATUR-NORTHEAST SD13

Application: 2011-2012 IDEA Consolidated - 00  
Cycle: Reimbursement

Printer-Friendly  
[Click to Return to Application](#) [Select Back to Financial Menu](#)  
[View Payment Instructions](#)  
[View Payment Questions and Answers](#)

<a href="#">District Overview</a>	<a href="#">Reimbursement Request</a>	<a href="#">Service Provider</a>	<a href="#">SPED Final AS Questions</a>	<a href="#">Submit</a>	<a href="#">Service History</a>
-----------------------------------	---------------------------------------	----------------------------------	---	------------------------	---------------------------------

### Special Education IDEA Consolidated Part B - Payment Overview

[Instructions](#)

This page will allow districts to request reimbursement for services provided by approved Service Agencies. Districts will identify the service agency provider, service code, type of rate - daily, hourly, annual and indicate amount of daily/hourly/annual services received. Amount to be reimbursed will be calculated.

TEST user ID: ktaylor\_da



For additional information please contact the Nebraska Department of Education

[http://www.education.ne.gov/FOS/GrantsManagementSystem/SPED\\_IDEA\\_SESP\\_instructions\\_reimbursement\\_request.pdf](http://www.education.ne.gov/FOS/GrantsManagementSystem/SPED_IDEA_SESP_instructions_reimbursement_request.pdf)

7/25/2012



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## Consolidated requests

You can submit consolidated requests for more than one program.



When submitting a consolidated request, any program that is on hold for any reason, will automatically hold all other programs in the request. That means, that if you have combined all programs in one request, if there is a question on Title IID, you will not be paid for any of the other programs until the issue is resolved.

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No excess CASH ON  
HAND!!!



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## Final Closeouts

You can create a Final at ANY time!



You are encouraged to create and submit a final closeout once the district has fully expended funds. This will speed up end of the year processing for Financial Services and will ensure quicker turn times so you get your funds faster.

7/25/2012



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## Notes

- System Time out is 20 minutes
  - Save Often!!!!
  - New Timeout Warning Message
- If you receive an error on the page **THE PAGE WILL NOT SAVE**
  - An error is in **RED** at the top of the page.
    - The page has not been saved due to the following errors:  
Errors:  
• All fields marked with an \* are required.
  - A Warning message also displays in RED, but will save your data
- You cannot claim Reimbursements until you have an approved application.

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If you Time Out of the system, you may receive a Severity Level error. In order to log back in, you must close the window that you are in. Go back to the Portal Home Page, and log back in to the portal.

Once you hit the Save button on a page, if there is an error, it will display at the top. If you navigate away from the page, all of the data on that page will be lost.

Further program specific training will be available at a later date (most likely via technology).

The Payment System for this application is currently under development. Training will be available once it is complete.

# Contacts & Links



Help Desk:  
[nde.helpdesk@nebraska.gov](mailto:nde.helpdesk@nebraska.gov)  
Local: (402) 471-3151  
Toll Free at: (888) 285-0556

NDE Portal: <https://portal.education.ne.gov>

NDE Website: <http://www.education.ne.gov>

