**Section 268.30 Application Procedure**

1. Subject to appropriation of funds for the Program, the State Superintendent shall make applications available to eligible entities.
2. The application shall describe the format that applicants will be required to follow and the information they will be required to submit, including identification of the specific schools that will be served throughout the grant period.
3. The application shall indicate the amount or expected amount of the appropriation for the Program.
4. The application shall include and require completion of a budget summary and payment schedule as well as a narrative budget breakdown that includes a detailed explanation of each line item of expenditure.
5. The application shall identify the information recipients will be required to collect and report regarding the activities conducted with grant funds and the results of those activities, as well as the timelines for reporting.
6. The application shall include certifications and assurances that the State Superintendent will require.