

RLIS Application Amendment

District/State Charter School:

Date:

Amendment #:

Directions

- This form is for activities/expenses not listed in the Rural and Low-Income School (RLIS) Program Application as originally approved.
- Fill out and submit the form for each individual amendment request.
- Provide sufficient information from the original grant application to allow evaluation of the proposed revision in relation to the goals of the original application. Attach supporting documentation (quotes, product descriptions, etc.). Additional approvals (5K Equipment Forms) must also be submitted as required.
- Purchases may not be made prior to receiving an approved amendment form.
- To initiate the approval process, please email the completed form to Nicole O'Shea, nicole.oshea@ped.nm.us.

Required Information

1. Describe the requested expenditure change. How does it meet the purpose of RLIS?

2. What is the requested amount (estimated or exact)?

3. Will other funds be utilized?

4. Please describe why the changes are needed.

Stipulations for the use of RLIS Funds

- RLIS Funds may be used for any allowable activities under Title I, Part A, Title II, Part A, Title III, and Title IV, Part A of the ESEA, as well as parental involvement activities.
- Costs must be reasonable, necessary for the performance of the program, allowable and allocable.
- RLIS funds must be used to supplement, and not supplant, any other Federal, State, of local education funds.
- Please note, the time available to spend the applicable RLIS funds has not changed.

Submitter: _____

Date: _____

Submitter Email: _____

Phone # _____

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Approved

Denied

SSFS Signature: _____

Date: _____

*If additional space is needed for responses, please submit further description with this amendment form and reference the amendment number.