

# 2017-2018 Consolidated Application Extension Request

Substantial Approval allows applicants to obligate funds for activities outlined in the application budget. Substantial approval is granted when the applicant successfully submits the:

- application (including the budget and assurances),
- completed signature forms,
- BOCES Member District ARAC (if applicable), and
- responses to narrative questions or check boxes requesting more time to complete responses.

If the LEA/BOCES is unable to submit all the requirements for Substantial Approval by June 30, 2017, the LEA/BOCES may submit a completed extension request. The LEA/BOCES may not encumber funds until a complete application has been submitted to CDE and CDE has granted the application Substantial Approval. Once the extension request has been submitted and approved, the LEA/BOCES has until July 30, 2017 to submit requirements for Substantial Approval.

Date: \_\_\_\_\_ LEA/BOCES code: \_\_\_\_\_

LEA/BOCES name: \_\_\_\_\_

Superintendent or BOCES Director: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

Phone: \_\_\_\_\_

Proposed date of submission (no later than July 30, 2017): \_\_\_\_\_

Reason for request: (explain in the area below)

Email completed forms to [consolidatedapplications@cde.state.co.us](mailto:consolidatedapplications@cde.state.co.us) with "Extension Request: [insert LEA/BOCES NAME]" in the subject line.

- Requests for an extension must be submitted by June 30, 2017. Note: Requesting an extension may delay the approval of the application.
- LEAs that submit a complete application by June 30, 2017 may encumber funds as of July 1, 2017. The LEA/BOCES may only encumber funds as of the date a complete application is submitted to CDE.

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For CDE Use Only:

Approved:  YES  NO

ESEA Team Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**COLORADO**  
Department of Education