# Part C: General Program Assurances Form

# The appropriate Authorized Representatives must sign below to indicate their approval of the contents of the application for the Colorado Adult High School Program grant, and the receipt of program funds.

On \_\_\_\_(date)\_\_\_\_\_, the Authorized Representative of \_\_\_\_\_\_\_\_\_\_(organization name) \_\_\_\_\_\_\_

hereby agrees to the following general adult high school program assurances:

1. The grantee will work with and provide requested data to CDE for the adult high school program grant within the time frames specified pursuant to C.R.S §22-10-202.
2. The grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
3. That funds will be used to supplement and not supplant any funds currently being used to provide adult education services and grant dollars will be administered by the appropriate fiscal agent.
4. That funded projects will maintain appropriate fiscal and program records~~.~~
5. That if any findings of misuse of these funds are discovered, project funds will be returned to CDE.
6. The applicant will not use any funds made available for the adult high school program for the purpose of supporting or providing programs, services, or activities for individuals who are not “eligible adults” as defined in the law unless it is providing programs, services or activities related to family care activities.
7. The applicant will ensure that each of the identified grantee contacts (see [Attachment D](#_heading=h.rkr6htpjwjf7)) has adequate time and resources to meet the expectations and fulfill the requirements of the contact role in relation to the grant.
8. The applicant will provide a proof of access to the funds needed to maintain the program in the applicant’s narrative.
9. The applicant will provide a description of any cooperative arrangements the eligible provider has with any other agencies, institutions, or organizations for the delivery of adult education through section IB.
10. The applicant will retain sole responsibility for the project even if subcontractors are used to perform certain services.
11. Applicant will submit student demographic data, accountability measure data, certificate and college credit data as specified in C.R.S. §22-10-202.
12. The applicant will comply with all state policies and requirements.
13. The applicant will maintain and use the LACES adult education reporting system, or a comparable system, and submission of available data will be in accordance with guidelines set forth by CDE.

**Termination Policy**

The Colorado Department of Education has the discretion to terminate a grantee’s award if there has been a failure to comply with the provisions of the award; reasonable progress has not been made; grant requirements have been violated, and/or the purposes for which the funds were awarded have not been or will not be fulfilled. CDE will provide a thirty (30) days’ written notice to the grantee.

Examples include but are not limited to:

* Provider fails to offer the required services/instruction
* Funds are improperly used
* Program fails to complete required reports in a timely manner
* Evidence of noncompliance with requirements in C.R.S. §22-10-202–05.

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Name of Authorized Representative Signature Date