



Grant Management Application & Planning System (GMAP) Guide

TITLE I, PART D, SUBPART 1 – PROGRAM PLAN AND BUDGET
STATE AGENCY INSTITUTIONS

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INTRODUCTION AND PURPOSE

PROGRAM PLAN PURPOSE

The purpose of Title I, Part D funding is to (1) improve educational services for children and youth in local, tribal, and state institutions for neglected or delinquent children and youth so that such children and youth have the opportunity to meet the same challenging State academic standards that all children in the State are expected to meet; (2) to provide such children and youth with the services needed to make a successful transition from institutionalization to further schooling or employment; and (3) to prevent at-risk youth from dropping out of school, and to provide dropouts, and children and youth returning from correctional facilities or institutions for neglected or delinquent children and youth, with a support system to ensure their continued education and the involvement of their families and communities. [*Title I, Part D, statute [Section 1401](#)*]

Each local educational agency (LEA) and state agency (SA) desiring assistance under subparts 1 & 2 shall submit an application to the state educational agency (KDE) to meet the needs of children in programs for neglected or delinquent youth including residential and treatment programs. [[Section 1423](#); [Section 1414\(c\)](#)]

GUIDE PURPOSE

The purpose of the Program Plan GMAP Guide is to help Part D coordinators navigate the GMAP system in order to successfully complete the Program Plan and Program Budget that is to be submitted to the Kentucky Department of Education (KDE) each fall.

Note: The pictures included in this guide are meant to be general references of the page layouts within the GMAP system. Dates may not reflect the current year. If the text within the images is not legible, users may increase the size of the page by using the Zoom feature in the center of the toolbar at the top of the document. (See the image below)



GETTING STARTED

1. Use any browser to access [GMAP](#). Below you will find a snapshot of the GMAP Home Page and Sign-In Page.

The screenshot shows the GMAP Home Page. At the top is the Kentucky Department of Education logo and the slogan "Our Children, Our Commonwealth". Below this is a navigation menu on the left with "GMAP Sign-In" circled in red. The main content area is titled "Grant Management Application & Planning System Home" and features an "Announcements" section. The announcement is titled "Fiscal Year 2018 District Funding Assurances (6/26/2017)" and contains text explaining the process for submitting district funding assurances. A link for more information is provided: <http://education.ky.gov/districts/fin/Pages/Comprehensive-District-Improvement-Plan-Funding-and-Finance.aspx>. Contact information for Nicole Crosthwaite and Thelma Hawkins is also listed.

The screenshot shows the GMAP Sign-In Page. It features the same header as the home page. The navigation menu on the left has "GMAP Sign-In" circled in red. The main content area is titled "GMAP Sign-In" and contains a "Sign-In" form. The form has two input fields: "Email Address" with the value "monica.shack@education.ky.gov" and "Password" with a masked password "*****". Below the password field is a link "Forgot your password?" circled in red. To the right of the password field is a "Submit" button, also circled in red.

2. Click "GMAP Sign-In" from the Main Menu located on the left.
3. Enter your email address and password.
 - a. An email was sent to each contact, containing password information, once their name was entered into the GMAP system. The email would have been sent from GMAP.NoReply@eGrantsManagement.com. If you did not receive your password contact your state coordinator.
 - b. If you have forgotten your password, then use the "Forgot your Password" link to reset password.
4. Click "Submit."

The screenshot shows the GMAP Home Page with a table of funding applications. The navigation menu on the left has "Funding Applications" circled in red. The table has the following columns: "Organization Number", "Organization Name", and "Organization Type". The first row shows "DOC" for the organization number and "Department Of Corrections" for the organization name, both circled in red. Below the table is an announcement titled "IDEA Application Deadline Extended" with a date of "3/27/2017". The text of the announcement states: "The IDEA applications are now open to district staff. The application will use the allocations from the 2016-17 year temporarily. When the 2018 allocations are released, the deadline will be extended to 3/27/2017."

5. Select the associated organization name or select “Funding Applications” from the “Funding” tab on the Main Menu to go to the grant application. Above is a snapshot of where the tab is located on the Main Menu.

The Main Menu allows for quick navigation between GMAP components. You can hover over menu items to view sub-menus.

Funding Applications			
Department Of Corrections (DOC) State Agency - FY 2018			
2018	All Active Applications		
District Funding Assurances		Status	Status Date
There are no matching District Funding Assurances for this fiscal year.			
Entitlement Funding Application	Revision	Status	Status Date
Title I Part D (State Agency)	0	Draft Started	6/8/2017
Competitive Funding Application		Revision	Status
There are no matching Competitive applications for this fiscal year.			

6. Once on the “Funding Application” page, the year located at the top of the page represents the end of the Fiscal Year. **Select 2020 from the drop-down menu.** You can search for earlier years and earlier versions from the drop-down menu.
7. Click “Title I Part D (Individual SA Institutions)” located under the “Entitlement Funding Application” section to go to the application. See the snapshot above for an example.

The Sections page is the launching point to the Individual pages of the application. The picture below shows the locations of important information on the Sections page.

- The “Information Bar” is located at the top of the page. This contains the district name, fiscal year, application, and the application version.
 - The first version of an application is “Rev 0.”
- The “Status Area” includes the application’s current status as well as the “Change Status To” option.
- The sections listed below can be collapsed or expanded by clicking the plus/minus symbols next to each section. Links to the individual pages can be found by expanding the section.
- The “Validation” column shows any messages related to each page. Click on the message link to read the message.
 - “Warning” messages are only advisory and will not prevent submission of the application. Red “**Error**” messages must be resolved before the application can be submitted.

Sections		
KDE test district (1000) Public District - FY 2018 - Title I Part D (State Agency) - Rev 0		
Application Status: Not Started		
Change Status To: Draft Started		
View KDE History Log		
View Change Log		
Description (View Sections Only View All Pages)	Validation	Print
[-] All	Messages	Print
[-] History Log		Print
History Log		Print
Create Comment		Print
[-] Allocations		Print
Allocations		Print
[-] Contacts		Print
Contacts		Print
[-] Title I Part D (State Agency)	Messages	Print
Budget	Messages	Print
Budget Overview		Print
Program Details		Print
Program Details - Instruction		Print
Assurances		Print
Related Documents		Print

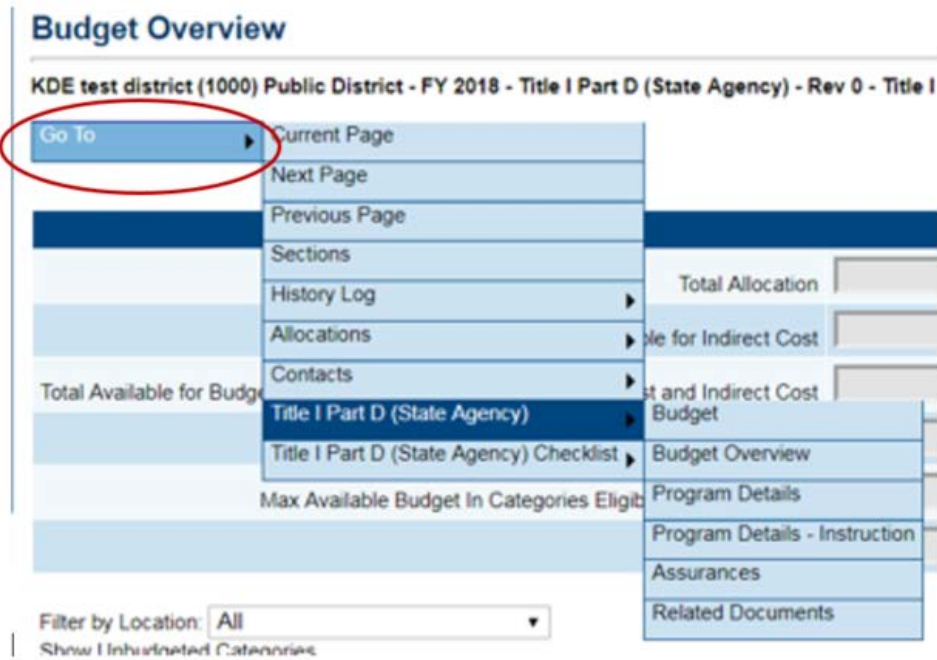
Title I Part D (State Agency)

Budget

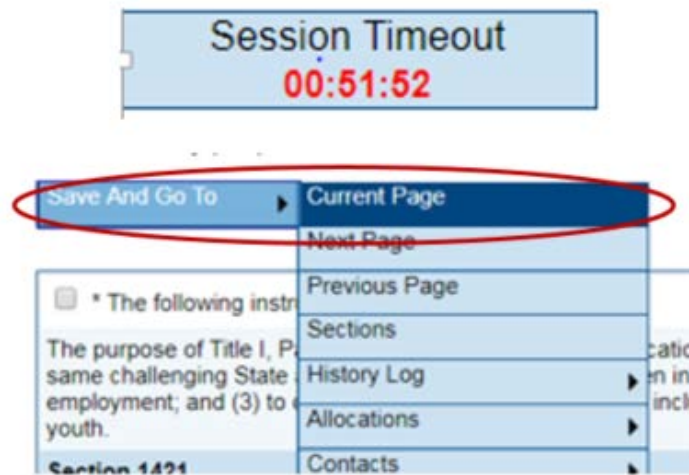
The Title I Part D (State Agency) budget of \$256,054.43 is less than the Adjusted Allocation amount of \$339,557.00.

Error

The “Save and Go” button functions as a navigation tool, located at the top of the page, which allows you to save your work, navigate within the application and access any page. “Go To” is used on pages with no data entry. See the example below.



Be sure to **SAVE YOUR WORK**. There is a 60-minute session time-out between saves. The time-out clock is located under the Main Menu and shows time remaining. It automatically saves and resets to 60 minutes when you move to another page. Click on “Save and Go To” - “Current Page” to save and reset the time-out clock to continue working on the same page. **Work on the current page will be lost if time-out clock goes past 60 minutes without saving.**



PROGRAM DETAILS PAGE

1. Select the “Program Details” page located under Title I Part D (State Agency) on the Sections Page.
2. Once on the “Program Details” page, read the instructions at the top of this page and mark the box when finished reading.
3. Complete the narratives to answer the questions completely. (Below is a sample of a narrative page within the system.)

You can move from page to page using the “Go To” button at the top of the page or select each page individually from the Sections page.



4. Complete the “Use of Funds” chart based on how funding will be used.
 - a. Select the institution from the drop-down list.

Below is a sample of what this section looks like in the GMAP system.

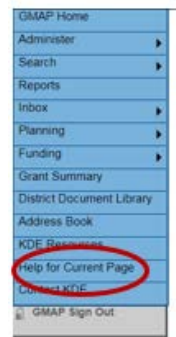
USE OF FUNDS

12. Provide an overview of how the program will use the Title I, Part D, Subpart 1 funds to meet the facility’s needs and program goals. *[Title I, Part D, statute Section 1415 and Section 1415 (5)]*

Grades Served	Total # of Classrooms	# of Students Enrolled in School at time of application	Estimated # of Students Participating in the Project this Year	Number of Personnel to be hired using Title I Part D funds						
				Teachers		Educational Assistants		Others		
				Headcount	FTE	Headcount	FTE	Headcount	FTE	

Please add in any additional comments

5. If help is needed, select “Help for Current Page” from the Main Menu or contact your N & D coordinator(s).



ASSURANCES PAGE

You will need to read and complete some assurances for the program. You can access the “Assurances” page by selecting it from the Sections page or using the “Go To” button to navigate within the application.

1. Read the assurances and then mark the boxes when finished reading. This notes your acknowledgement of the responsibilities pertaining to the grant. (The picture below shows what the page looks like in the GMAP system.)

I CERTIFY that the information contained in this application is complete and accurate to the best of our knowledge; that the necessary assurances of compliance with applicable regulations will be met; and, that the indicated agency designated in this application is authorized to administer this grant.

I FURTHER CERTIFY that the assurances listed below have been satisfied and that all facts, figures, and representation in this application are correct to the best of our knowledge.

1. Use the programs and services provided under this grant to address the needs set forth in the application and provide fiscal related information within the fiscal year timelines established for 1414(c).
2. Operate the programs and services provided under this grant so as not to discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status, or disability. (34.CFR §76.500).
3. Administer the program, activities, and services covered by this application in accordance with all applicable state and federal statutes, regulations, and the approved application. Sec. 1414.
4. Be required to ensure it, including its principals involved in any subtier covered transaction paid through federal funds, that requires such certification, to ensure it/they are not debarred, suspended, or voluntarily excluded from participation by a federal department or agency. (EDGAR-Part 85)
5. Administer this program in accordance with all applicable statutes, regulations, program plans, and applications. Sec. 1414.
6. Make reports to the Kentucky Department of Education (KDE) and the U.S. Secretary of Education as may be necessary to enable the state and federal departments to perform their duties, including information, and afford access to the records, as the KDE or the U.S. Secretary of Education may find necessary to carry out their duties. Sec. 9304(a)(6); Sec. 1431.
7. File financial reports and claims for reimbursement in accordance with procedures prescribed by the Kentucky Department of Education.
8. Adopt and use proper methods of administering such program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients of federal funds; (b) the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation. Sec. 9306(a)(3); Sec. 1431.
9. Administer such funds and property to the extent required by the authorizing statutes. Sec. 1402.
10. Except for institution-wide projects, serve only those students who are failing, or most at-risk of failing, to meet the challenging State academic standards. Sec. 1415(a)(2)(B)(i).
11. Serve only those eligible students in the program who are in a state-funded educational program in order to improve the likelihood that the students will complete secondary school, attain a postsecondary education, or attend alternative programs with vocational/technical training if not returning to school. Sec. 1418.
12. Base the program on an annual assessment of educational needs. Sec 1414(c)(1).
13. Evaluate the program to determine its effectiveness to: (a) maintain and improve educational achievement; (b) accrue school credits that meet state requirements for grade promotion and graduation; (c) complete high school or high school equivalent program operated by a local educational agency or school operated or funded by the Bureau of Indian Education; (d) complete high school or high school equivalent program operated by a local educational agency or school operated or funded by the Bureau of Indian Education. Sec. 1414(c)(2).

RELATED DOCUMENTS

Two required documents that need to be uploaded in this section: the needs assessment, and any interagency agreements/MOAs. (Below is what this page looks like in the system.) To access this page select it from the Sections page or navigate from page to page using the “Go To” button.

Type	Document Template	Document Link	Document Link
Title I-D Needs Assessment (upload at least 1 documents)	Title I Part D Needs Assessment	OPS Title I-D Needs Asses	Upload New
Title I-D Interagency Agreement(s) (upload at least 1 documents)	N/A	KECRAC OPS Interagency Agreement(s)	
Other Title I-D State Agency	N/A	N/A	

Documents without a template:

- Click “Upload New” to upload a document.
- Choose “File” and locate the file from your computer. Any file can be uploaded (Word, Excel, pdf, text).
- Give the document a name that makes it easily identifiable.
- Click “Create.”

Documents with a template:

- Click on the template name to download the template.

- Complete the template.
- Save the completed template.
- Click “Upload New” to upload a document.
- Choose “File” and locate the file from your computer.
- Give the document a name that makes it easily identifiable.
- Click “Create.”

BUDGET PAGE

Next, you will then complete the program budget. To arrive on this page, you can select it from the Sections page or navigate within the application by using the “Go To” button.

You can budget by Category or Object Codes. To change the view click on “Budget by...”

1. Click on “Modify” to begin working. If you do not see the word “Modify,” the application is not in “Draft Started” status or you do not have permission to make edits. Only codes allowable for the grant type will be displayed.
 - a. If you do not have permission, contact your state coordinator. (Example below)

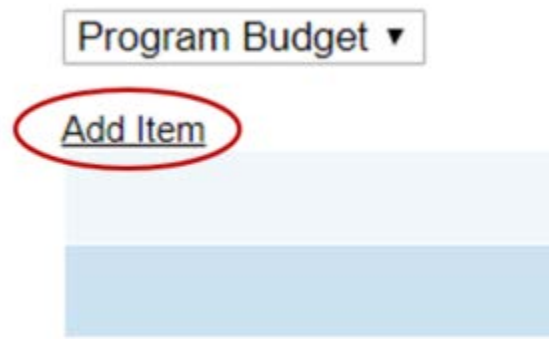
Budget By Object Codes

	Category
<u>Modify</u>	314L - Program Budget
<u>Modify</u>	Transition Budget

Budget By Categories

	Object Code
<u>Modify</u>	0110 - Certified Services (Contract)
<u>Modify</u>	0111 - Extended Days (Contract)
<u>Modify</u>	0112 - Extra Duty (Contract)
<u>Modify</u>	0113 - Other Certified (Not part of the Contract)
<u>Modify</u>	0120 - Certified Substitute
<u>Modify</u>	0130 - Classified Salaries
<u>Modify</u>	0140 - Overtime
<u>Modify</u>	0150 - Classified Substitutes

2. Always use “Add item” for a new entry. (See the sample below.)



3. Select "Object Code" from the drop down list. (See picture below.)



4. Enter the total amount in "Cost" and write the description in the "Narrative Description." Be sure to SAVE.

SUBMITTING YOUR APPLICATION

Once all pages of the application are complete, you will need to change the application status to "complete" in order for the report to be sent to the finance officer for review. The "change status to" is located in the "information bar" at the top of the Sections page. After you complete this step, the finance officer will be able to access the application in GMAP.

When the finance officer has reviewed the application, they will need to change the status to "Approved" or "Returned not approved." If the application is returned by the finance officer, the coordinator will need to make the appropriate revisions and resubmit as before. Once the finance officer approves, the SA Director will be able to access the application.

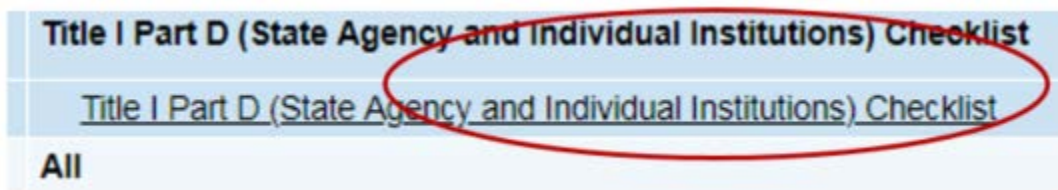
Once the SA Director has reviewed the application, they will need to change the status to "Approved" or "Returned not approved." If the application is returned by the Director, the coordinator will need to make the appropriate revisions and resubmit through the chain of command previously mentioned. Once the SA Director approves, your KDE program consultant will be able to review the application.

If information within the application should need to be changed, please refer to the [New Versions](#) section of the guide to learn how to create a new version of your application.

RETURNED APPLICATIONS

After KDE program consultants review the application, an email will be sent to the appropriate contact to notify them of a returned or approved application. If an application is returned:

1. Go to "Title I Part D (Individual SA Institutions) Checklist" to view the needed corrections.



2. Sections marked "Attention Needed" have comments from KDE Program staff. (Below is an example of a checklist.)

Checklist Description (Collapse All Expand All)	
<p>1. Title I, Part D State Agency Budget</p> <p>1. The Program Budget Summary includes a description of items to be purchased. (beyond providing just the MUNIS object code descriptors) [Title I, Part D, statute Section 1416 (5)] and section(s) 1414, 1415]</p> <p>2. The total budgeted amount matches the Title I, Part D, Subpart 1 allocation. [Title I, Part D, statute Section 1416 (5)] and section(s) 1414, 1415]</p> <p>3. The total budgeted amount for transition meets the Title I, Part D, Subpart 1 transition requirements. (15-30% of the allocation is reserved) [Title I, Part D, statute Section 1416 (5)] and section(s) 1414, 1415]</p> <p>4. The Transition Budget Summary includes a description of items to be purchased. (beyond providing just the MUNIS object code descriptors) [Title I, Part D, statute Section 1416 (5)] and section (s) 1414, 1415]</p>	Not Reviewed
<p>2. Title I, Part D State Agency Program Details</p> <p>1. Instructions have been marked read.</p> <p>2. Facilities served chart is filled in completely.</p> <p>3. Transition activities are marked. (minimum of one)</p>	Not Reviewed
<p>3. Title I, Part D State Agency Program Details - Instruction</p> <p>1. Student demographics (Number of students in the facility, Number/percent of students in special education programs, Number and percent of students by demographic categories: age, gender, race/ethnicity, and other meaning categories, The average length of stay for students in the facility, The percentage of students with limited English proficiency or who speak English as a second language.) Needs Assessment process (Data sources used, The an quality, and availability of instructional materials, including textbooks, supplementary resources, and technology, Other factors to be taken in to consideration, Procedure/ process for identifying needs) Needs Assessment Results (Description of facility needs, desired outcomes) [Title I, Part D, statute Section 1414(c)(1)] and [Title I, Part D, statute Section 1414 (c)(4)]</p> <p>2. Description of educational program (Number/ percent of students earning post-secondary course credits and/or vocational certificates, High school diplomas attained/ GED/ other degrees awarded, Comparative data (performa of students in various ethnic or programmatic subgroups), Instructional activities, programs, or strategies used to teach the State content and achievement standards) [Title I, Part D, statute Section 1414(c)(3)]</p> <p>3. Educational program (based on needs) (Description of IWP to be implemented, Instructional activities, programs, and strategies used to address student/facility needs, SA Goals addressed, The IWP targets student/facility nee</p>	Not Reviewed

ADDITIONAL GMAP FEATURES

HISTORY LOG:

- The history log maintains a record of all status changes and comments for the application.

The pictures (below and to the right) show where the log is located on the Sections page and what a log looks like within the system.

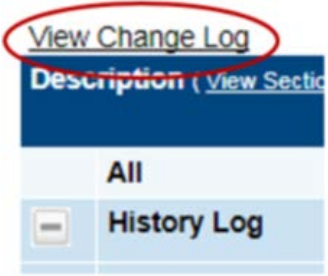


Date	User	Status (S) / Comment (C)	S / C
7/5/2018 9:54:38 AM	Todd Elder	Status changed to 'Title I-D Performance Report Started'.	S
6/27/2018 3:48:36 PM	GMS Administrator	Status changed to 'Not Started'.	S

Save And Go To

CHANGE LOG:

- Use the "View Change Log" (located at the top of the Sections page - see the snapshot to the right) to see changes from any point in the process. Select the point in the process (example: KDE Consultant Returned Not Approved) from the drop-down menu. Changes are identified by action taken (Delete, Update, Insert), detail of change, user making the change and a time stamp.



The picture below is a sample of what a change log looks like in the system.

Change Log	Date	User	Action	Time
Draft Completed - 2/10/2018 5:03:01 PM	2/10/2018 5:03:01 PM			
KDE Consultant Returned Not Approved - 2/10/2018 5:03:01 PM	2/10/2018 5:03:01 PM			
Project Superintendent Approved - 2/10/2018 5:16:18 PM	2/10/2018 5:16:18 PM			
Draft Completed - 2/10/2018 5:18:03 PM	2/10/2018 5:18:03 PM			
Draft Deleted - 2/10/2018 1:01:00 PM	2/10/2018 1:01:00 PM			
Not Started - 2/20/2018 4:44:08 PM	2/20/2018 4:44:08 PM			

NEW VERSIONS:

- A version is created when changes are needed for an approved application. New allocation for an “approved” application will create a new version. A new version can be initiated at any time. To initiate a new version, the administrator will need to change the status to “Revision Started” and then the application “Rev” number will change.

Change Status To: **Revision Started** State Agency - FY 2018 - Title I Part D (State Agency) **Rev 1**

- The Sections page has a “Revision” column indicating changes from the previous version. Click on the “Details” link to see the specific changes that were made. (See the samples below.)

Revision	Validation
Details	Messages
Details	
Details	
Details	Messages
Details	
Details	

Revision
Title I Part A Original amount changed from \$3,401,302.00 to \$3,400,504.00
Title I Part A Original amount changed from \$621,341.00 to \$658,213.00
Title I LEP Original amount changed from \$20,993.00 to \$20,780.00

I Part A
Original amount changed from \$3,106,114.74 to \$3,105,770.74 for Budget Detail report Other Code 9110 Certified Services (Contract - Category Admin) for the address and amount. (A administrative revised value and amount)
Narrative Description was updated from Funds used to address the needs of teachers who do not meet highly qualified status. Additional Funds for LEP Services to assist with a plan for Instruction, Family Support, and resources for the appropriate coursework to address the status of funds used to assist in the Title I budget for assisting with teachers with a plan for Instruction, Family Support, and resources for the appropriate coursework to address the status of the category and for services provided for students with limited English proficiency. (A administrative revised value and amount)
Title I LEP Original amount changed from \$20,993.00 to \$20,780.00
Go to > Tables and Overview
Amount for Title I LEP Reservations and Other Instructional Initiatives - Administrative Costs, changed from \$3,106,114.74 to \$3,105,770.74

I Part A
Original amount changed from \$305,138.21 to \$430,130.30 for Budget Detail report Other Code 9110 Certified Services (Contract - Category Professor) for Title I Instructional Personnel Costs. This reflects both both end entries for the actions to both benefit students with Response to the students (RTI).
Original amount changed from \$47,779.00 to \$47,448.00 for Budget Detail report Other Code 9110 Certified Services (Contract - Category Reservations) for A 4 contact number also amount with amount and secondary educational institutions and other activities appear from all funds to transfer
Go to > Tables
Amount in the Description column of the Entry Row 1 row in the Title I-A Activities table has been changed.
Value in the Amount column of the Entry Row 2 row in the Title I-A Activities table has been changed.
Value in the Amount column of the Entry Row 2 row in the Title I-A Activities table changed from \$365,138.21 to \$430,130.30
Value in the Amount column of the Entry Row 3 row in the Title I-A Activities table changed from \$47,779.00 to \$47,448.00
Value in the Description column of the Entry Row 4 row in the Title I-A Activities table has been changed.
Title Services for Private Schools

CREATE COMMENT:

- Comments are a way to communicate to others concerning the application. By creating comments, there is a recorded history of any communication regarding the application that can be seen in the History Log. (See comment location on the Sections page to the right.)
- Comments may be sent via email as well. To do this, click the box at the bottom of the comment section. A screen will appear below the comment to allow the sender to select one or more contacts.

View Change Log
Description (View Sections Only View All Pages)

- All
- History Log
History Log
Create Comment
- Contacts
Contacts
- Title I-D Performance Report
Guidance and Instructions
Demographic Data
Math Data
Reading/Language Arts Data
- All

Send Email to GMAP Contacts

Available Contact Groups

District Contacts By Funding Application	Consolidated	Contact	Add
		Title I Part A Contact	<input type="button" value="Add"/>
		Title II LEP Contact	<input type="button" value="Add"/>
		Title III Immigrant Contact	<input type="button" value="Add"/>
		Homeless Children Liaison	<input type="button" value="Add"/>

District Contacts By Role

Role	Contact	Add
District Assurances Director		<input type="button" value="Add"/>
District Consolidated Director		<input type="button" value="Add"/>
District Consolidated Update		<input type="button" value="Add"/>
District Data View		<input type="button" value="Add"/>
District Finance Officer		<input type="button" value="Add"/>

Other District Contacts

Contact	Add
Planning Tool Contact	<input type="button" value="Add"/>

STATUS SEQUENCE:

- Not Started
- Draft Started
- Draft Completed
- Finance Officer Approved or Returned Not Approved
- SA Director Approved or Returned Not Approved
- KDE Consolidated Consultant Approved or Returned Not Approved

PRINTING:

1. From the “Sections” page, select the pages to print
2. Click on “Print” located on the right-hand side of the page. (See the picture below for the location.)

Title I Part D (State Agency)	Messages	Print
Budget	Messages	Print
Budget Overview		Print
Program Details		Print
Program Details - Instruction		Print
Assurances		Print
Related Documents		Print

3. Enter the name for the print product in the “Document Name” line. The default option is the name of the page selected.

Kentucky Department of Education
Our Children, Our Commonwealth

Print Request

KDE test district (1000) Test District - FY 2019

Printing requires that pop-ups are permitted for this site in your browser.

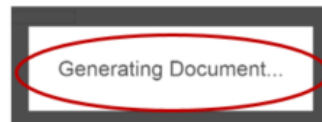
If the print job is created within 30 seconds, it will display as a PDF file. If it takes longer to create, you will receive an email in your inbox when it is finished and a PDF file will be placed in a section at the top of the KDE Resources page.

Please enter a name for the Print Request and your email address. You will be notified via email when it is finished. Check your email application or the Inbox main menu to the left. You can also check the KDE Resources page periodically to see if the job is complete.

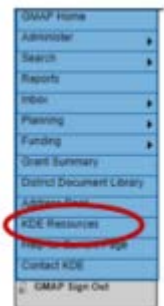
Document Name:

Email Address:

4. Click the “Print” button to generate the PDF documents. GMAP will display a “Generating Document” window while the PDF is being prepared.



5. The document will open in a new browser tab. You can print or save the PDF from that tab.
6. If the document does not open in a new tab after a short time, click on “KDE Resources” from the Main Menu. (See the location on the Main Menu to the right.)
7. Open the PDF by clicking on the document located at the top of the page under the “Print Request Name” section.



8. The document will open in a new browser tab. You can print or save the PDF from that tab.
9. When the document is no longer needed, click "Delete" located to the right of the document link. See the snapshot below for an example.

The screenshot shows the KDE Resources interface. On the left is a navigation menu with items like 'Administer', 'Search', 'Reports', 'Inbox', 'Planning', 'Funding', 'Grant Summary', 'District Document Library', 'Address Book', 'KDE Resources', 'Help for Current Page', 'Contact KDE', and 'GMAP Sign Out'. The main content area is titled 'KDE Resources' and shows 'KDE test district (1000) Public District - FY 2018'. Below this is a table of requests:

Request Name	Request Date	Expiration Date	
Title I Part D (State Agency) - Title I Part D (State Agency).pdf	6/29/20 2:02:02 PM	7/4/2017 2:02:02 PM	Delete

The 'Request Name' and 'Delete' columns are circled in red. Below the table is a search section titled 'KDE Resources Search' with a dropdown menu for 'Choose Keyword', an input field for 'Or Enter Text', and a 'Search' button. At the bottom, there are expandable sections for 'User Access Administrators' and 'GMAP Application Training (All Users)'. A 'Production Session Timeout' warning is visible in the bottom left corner.