

REQUEST FOR APPLICATION



MISSISSIPPI
DEPARTMENT OF
EDUCATION

State Invested Pre-K Program Cohort V Grant

Submission Deadline Date: May 11, 2026

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SECTION 1. INTRODUCTION AND PROGRAM OVERVIEW

1.1 Program Purpose and Goals

The Mississippi Department of Education (MDE), Office of Early Childhood is seeking competitive written applications from qualified applicants to provide funding to public schools to establish, expand, support, and facilitate the successful implementation of quality early childhood education and development services implementing the State Invested Pre-K (SIP) program through grant awards issued by the Mississippi Department of Education.

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The MDE is tasked with specific duties in regard to the Mississippi State Invested Pre-K program. The MDE will:

1. Administer the implementation, monitoring and evaluation of the voluntary pre-K program.
2. Conduct a rigorous and transparent application process for the awarding of funds.
3. Utilize monitoring policies and procedures.
4. Provide technical assistance to district classrooms to improve the quality of pre-K programs.

The voluntary pre-K program is intended to improve quality and increase access to high-quality pre-K programs for four-year-old children. The MDE expects the pre-K program to accomplish and demonstrate the following outcomes:

- More children will enter Kindergarten ready to succeed in school.
- More families will have access to high-quality early education programs.
- Families will have access to information about pre-K program quality.
- Pre-K programs will receive resources and support to increase quality.
- High-quality pre-K programs will increase their collaboration with other early childhood education programs and related services.
- Pre-K programs will use curricula that are research/evidence-based and aligned with the MDE's [*Early Learning Standards for Classrooms Serving Infants Through Four-Year-Old Children*](#).
- Pre-K programs will implement an integrated, effective system of early childhood curriculum, instruction, assessment, and program evaluation.
- Pre-K programs will implement consistent and appropriate learning targets for children and demonstrate progress towards achieving these targets.

A grant agreement will be signed to include a multi-year grant to include the initial year with two (2) additional years, for a total of three (3) years. All grant awards are at the discretion of the State Board of Education (SBE). Each year of the grant shall be contingent upon successful completion of the services in the preceding year's grant, availability of funds, and performance evaluation, if applicable. This solicitation and any resulting grant agreement shall be governed by the applicable provisions of *the State Board of Education Grant Policies*. The grant agreement Assurances and Standard Terms and Conditions have been included for your review, acceptance, and signature after an award has been made.

A copy of this solicitation, including all attachments and any subsequent amendments, including the Question-and-Answer amendment, if issued, will be posted on the MDE [website](#) under "Public Notice" Request for Applications, Qualifications, and Proposals section. It is the sole responsibility of all interested Applicants to monitor the website for updates regarding this

solicitation.

1.2 Eligibility Criteria

This solicitation is to provide information required to submit a response to this Request for Application (RFA). Please be aware that changes to previous requirements and/or solicited may have been made.

Grantees must demonstrate that they meet the components of the State-funded Pre-K program and are eligible to apply. Those components are as follows:

- A. **Must be a public school district** - The district can apply to serve four-year-old children in the following ways:
 - Create new pre-K programs
 - Create new pre-K classrooms in existing programs
 - Improve quality of existing pre-K classrooms
 - The district cannot have an ELC Program
- B. If the applicant is a charter school, the applicant must include the contract amendment request/approval to/from Mississippi Charter School Authorizer Board (MCSAB) to serve pre-k in the school.

State-funded Pre-K programs eligible to be selected must:

- Use state-adopted early learning standards;
- Use evidence-based curriculum;
- Use age-appropriate assessments;
- Plan to serve students with disabilities as indicated under IDEA;
- Meet all program criteria established by the Mississippi Department of Education (MDE) in the Mississippi Early Learning Guidelines for Classrooms Serving Three- and Four-Year-Old Children;
- Not have an Early Learning Collaborative grant; and
- Meet additional requirements indicated in this RFA.

Each eligible entity receiving an award will use the funds to carry out activities that advance student achievement and support student success, including:

Grantees will be responsible for submitting information to the MDE in a timely manner. Throughout the year grantees will report information about the program to respond to the [NIEER](#) benchmark reporting components and program data, such as, number of children served, site information, teacher information, request for funding submissions, etc. Failure to respond after several attempts may impact immediate funding requests.

Each year program sites will be monitored, and a [CLASS observation](#) will be conducted in every classroom.

All sites will receive a monitoring visit at least once during the school year between November and May. Representatives from the MDE will utilize the Monitoring Tool. CLASS observations will be completed at least once annually. All sites are required to complete at least two

assessments twice a year. These two assessments are the Comprehensive Early Learning Assessment (Brigance Screen III) and the Mississippi Kindergarten Readiness Assessment.

Applicants that previously received a subgrant award must be in good standing with the MDE to receive an award through this solicitation. If a previous Subgrantee is not in good standing, the application will be disqualified and will not be considered for an award.

Subgrantees must have previously submitted:

- any final evaluation reports and data as required;
- any annual performance reporting data;
- finalized all monitoring review corrective actions;
- any requests for reimbursement of allowable expenditures following MDE's reimbursement process; and
- the Year-End Budget Report.

SECTION 2. PROGRAM REQUIREMENTS

2.1 Application Criteria

The awarded Subgrantee must meet the following criteria to submit an application for these services:

I. Eligibility

Entities eligible to apply for this funding are public school districts that are expanding and/or improving the current pre-K program, or creating a new program.

Programs that are existing Early Learning Collaboratives are not eligible for this funding.

Programs that are existing State Invested Pre-K (with the exception of Cohort II) are not eligible for this funding.

On Form 1, please identify the primary point of contact for the program (for example, the pre-K coordinator or manager) that will serve in a leadership role for the program. Please indicate the percentage of time the coordinator or manager will devote to the Pre-K program. The coordinator of the program should have knowledge of child development and expectations of four-year-old children, be able to coordinate a grant program, work cooperatively with all partners, and be a resource and support for the teachers. This person will need to be responsive to MDE, the requirements of the RFA, and the application the district submits to MDE. (Priority points will be awarded for applications that include a pre-K coordinator or manager who devotes no less than 30% of their time to the pre-K project for 1 - 2 classrooms with an additional 10% of time for each additional classroom.)

II. Need for Pre-Kindergarten

To be funded, districts must demonstrate a need for pre-Kindergarten services by showing either low academic achievement in the school districts participating in the program or a high number and percentage of children without quality Pre-Kindergarten options.

1. For the proposed program list the following data points on Form 1:
 - 2024-2025 Kindergarten readiness rate
 - Describe the district grade assignments.
 - % of students in the district that are performing below levels 4 and 5 on the state administered assessment.
 - Retention rate in the district (K-8th)
 - % of students in an underserved special population (race/ethnicity, gender, socioeconomic status, disability, migrant, homeless status, students with a parent in the military, and students in foster care)
 - % of students in the district that are English Language Learners

III. Bioprogram Requirements

All of the program requirements are part of either the [Mississippi Early Learning Guidelines for Classrooms Serving Three- and Four Year Old Children](#) and the [National Institute of Early Education Research \(NIEER\)](#) ten high-quality benchmarks. The Quality Standards Checklist (benchmarks) represents a set of minimum criteria, established by state policy, needed to ensure the effectiveness of preschool education programs, especially when serving children who are at-risk for school failure. Although the checklist is not intended to be an exhaustive inventory of all the features of a high-quality program, each of these research-based standards is essential for setting the groundwork for high-quality experiences for children.

A. Learning Standards

All programs must use Mississippi's [Early Learning Standards for Classrooms Serving Four-Year-Old Children](#) as the basis of their curriculum.

B. Curriculum

All participating pre-kindergarten programs *must* use an evidence-based curriculum that is designed to prepare students to be ready for Kindergarten. The curriculum *must* place an emphasis on early literacy and be aligned with MDE's *Early Learning Standards for Classrooms Serving Four-Year-Old Children*. The curriculum *should* contain thematic units of activities and ideas designed to provide children the opportunities and experiences needed to master the performance standards in the *Mississippi Early Learning Standards for Classrooms Serving Four-Year-Old Children* and must be implemented with fidelity. This stand-alone curriculum will need no additional supplemental components as it is truly comprehensive and should be implemented with fidelity to obtain the expected evidence-based child outcomes. MDE has identified one curriculum that meets these requirements— *Mississippi Beginnings: Pre-K and building blocks*.

MS Beginnings: Pre-K can be found here: <https://mdek12.org/MBC/>. Updates are provided weekly to this site as they become available.

In the process of implementing and utilizing the *MS Beginnings: Pre-K* curriculum, the MDE will conduct a quasi-experimental design study to measure child outcomes. Approved programs will be expected to participate in this study. The study will be looking at child data at the classroom, school and district level.

C. Staff Qualifications

Instructional staff, including teachers and assistant teachers, must hold specific qualifications to participate in a State-funded pre-K classroom.

General Education Public School Pre-K Classroom Teacher Qualifications:

License Requirement	<u>AND</u>	Additional Requirements
Hold a SEL Pre-K/K (153) License		
OR		
Hold a SEL K-3 (116) License or Hold a SEL K-4 (152) License	AND	Complete twelve (12) early childhood college credit hours* OR Attain a Passing Score on the MSBE Approved Licensure Assessment to add 153 (Pre-K/K) endorsement OR Complete an early childhood training program*
OR		
Hold a SEL K-6 (120) License	AND	Complete requirements to add N-1 (150) supplemental endorsement OR Attain a Passing Score on the MSBE Approved Licensure Assessment to add 153 (Pre-K/K) endorsement OR 12 early childhood college credit hours* OR Complete an early childhood training program*

Completion of a Mississippi State Board of Education approved early childhood education training program includes the Child Development Associate (CDA), National Board Early

Childhood Certification, Director’s Credential, Montessori Credential, and the MDE’s intensive specialized early childhood training program (122 Pre-K add on endorsement). MDE considers additional state, regional, or nationally approved programs upon request. Entities may submit program component documentation to earlychildhood@mdek12.org for consideration. Please note that the completion of a Mississippi State Board of Education approved training program or MDE prescribed twelve (12) hours of coursework only qualifies a prospective early childhood education teacher or early childhood education assistant teacher to serve three- and four-year old children in Mississippi classrooms and does not lead to an endorsement/licensure unless it is explicitly stated and outlined in the official Guidelines for Mississippi Educator Licensure K-12 document is located at <https://mdek12.org/licensure>. To review the most accurate and up-to-date licensure requirements, please visit the Office of Educator Licensure webpage at <https://mdek12.org/licensure/>.

General Education Public School Pre-K Classroom Assistant Teacher Qualifications:

License Requirement	<u>AND</u>	Additional Requirements
Early Childhood Associate’s Degree		
OR		
Associate’s Degree OR 60 College Credit Hours	AND	12 early childhood college credit hours* OR Completion of an early childhood training program**
OR		
High School Diploma/GED AND Verification of WorkKeys® Scores***	AND	12 early childhood college credit hours* OR Completion of an early childhood training program**

These hours can be included in the Associate’s Degree or 60 College Credit Hours. Completion of an early childhood training program includes the Child Development Associate (CDA), National/State Director’s Credential, Montessori Credential, and the MDE’s intensive specialized early childhood training program. MDE considers additional state, regional, or nationally approved programs upon request. Entities may submit program component documentation to earlychildhood@mdek12.org for consideration. The National Institute for Early Education Research (NIEER) requires assistant teachers to have a CDA or equivalent, at a minimum. Please note that the completion of a Mississippi State Board of Education approved training program or MDE prescribed twelve (12) hours of coursework only qualifies a prospective early childhood

education teacher or early childhood education assistant teacher to serve three- and four-year old children in Mississippi classrooms and does not lead to an endorsement/licensure unless it is explicitly stated and outlined in the official Guidelines for Mississippi Educator Licensure K-12 document is located at <https://mdek12.org/licensure>. To review the most accurate and up-to-date licensure requirements, please visit the Office of Educator Licensure webpage at <https://mdek12.org/licensure/>.

Prior to 2017, assistant teachers would have met WorkKeys® requirements: a Reading for Information score of 4, an Applied Mathematics score of 4, and a Writing or Business Writing score of 3;

OR

After 2017, assistant teachers must meet the WorkKeys® Silver Level certification: Workplace Documents score of 4, an Applied Mathematics score of 4, and a Graphic Literacy score of 4.

Teachers

- Hold a Bachelor's degree in early childhood education, child development, or related field;
OR
- Hold a Bachelor's degree in any field *AND* a specialization in early childhood education (12 hours of early childhood education coursework or the equivalent).
- Hold a valid state license to teach pre-kindergarten.

Assistant Teachers

- Hold an Associate's degree in early childhood education, child development, or related field;
OR
- Hold an Associate's degree in any field *AND* a specialization in early childhood education (12 hours of early childhood college course credit, CDA, Montessori certificate, or other equivalent certification);
OR
- High School Diploma/GED *AND* Verification of WorkKeys Scores (Silver Level Certification) *AND* a specialization in early childhood education (12 hours of early childhood college course credit, CDA, Montessori certificate, or other equivalent certification).

D. Children Served, Classrooms, Class Size, and Teacher-Child Ratio

Please remember the following requirements when answering questions on **Form 1** related to children served, classrooms, class size, and teacher-child ratios:

- Children eligible to be served in the program with grant funds must be four-years of age by September 1.
- No more than twenty, but no less than ten, children may be served in one class.
- Mississippi requires teacher-child ratios of one adult for every ten children. This means that a class between 5-10 children may have one adult, but a class of 11-20 children must have at least two adults.

- Each classroom must have a qualified teacher. A classroom of 11-20 children must have at least one qualified teacher and one qualified assistant teacher. No classroom may be staffed only with assistant teachers.
- No waivers for teacher-child ratios will be issued for pre-kindergarten.

E. Assessments

All programs must participate in state assessments, which include the Mississippi Kindergarten Readiness Assessment (KRA). The program classroom teachers and assistant teachers will be evaluated with the Classroom Assessment Scoring System (CLASS). Further information about these assessments can be found in the *Early Learning Guidelines for Serving Classrooms of Three- and Four-Year-Old Children* on this webpage: <https://mdek12.org/earlychildhood/>. The MDE will provide the required assessments/professional development/materials related to those listed in this section.

F. Screenings

All programs must screen and/or refer children for vision, hearing, and other health issues.

G. Family Engagement

Family engagement is a key component of quality early childhood programs. The program will market the program to parents to ensure that all children, including hard-to-reach children, have access to the program.

H. Including Children with Disabilities, Special Populations and Other Non-Discrimination Requirements

Programs must serve children with disabilities and cannot engage in any form of discrimination that would be unlawful for a public school, such as exclusion of children based on race or religion.

I. Enrollment

The program will plan enrollment activities in the community to offer the pre-kindergarten program to families of the children who are eligible.

J. Continuous Quality Improvement System

CLASS observation will be conducted in every classroom. All sites will receive a monitoring visit at least once during the school year. Representatives from the MDE will utilize the Pre-K Program Monitoring Tool.

K. Professional Development

Please note the following requirements of the program's professional development plan:

- All program instructional staff within a collaborative must attend at least 15 hours of annual professional development, including professional development in early literacy.
- Programs are required to organize professional learning communities (PLCs) that meet on *at least* a monthly basis. Meeting on a weekly basis is strongly encouraged.
- Programs will ensure all teachers, assistant teachers and program instructional staff will have an annual individualized professional development plan.
- Programs will have access to coaches (early childhood and family engagement/transition) provided and funded by the MDE, Office of Early Childhood. Coaches will need access to

program classrooms to assist teachers and administrators with quality improvements to include but not limited to lesson plans, curriculum, learning centers, CLASS observations, Comprehensive Early Learning Assessment/Screeners, Kindergarten Readiness Assessment data, Early Learning Guideline components, and Early Learning Standards components. Through the course of assisting the teachers, coaches may video the teacher interacting in the classroom with the children to use as a mentoring tool. After use of the video during the visit, the videos will be deleted. Sites are expected to access and welcome the coaches to support teachers and administrators.

L. Early Learning Provider Partnerships

MDE encourages districts to partner and collaborate with childcare centers and Head Start entities to engage in transition activities, professional development, and professional learning communities.

Enrollment in the pre-kindergarten program can be coordinated with the Head Start agencies in the local areas and can prevent a reduction in children served by the Head Start program. Programs can work with area Head Start entities and offer [coordinated enrollment](#) (dual enrollment) at the public school program site. [Coordinated enrollment](#) (dual enrollment) can offer families of children housed at public schools opportunities for additional support and resources. Programs that work with Head Start entities to coordinate enrollment and dually enroll children will be able to request up to **\$125,000 per classroom**. Those that do not will be able to request up to **\$100,000 per classroom**.

The Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), **requires** local educational agencies (**LEAs**) receiving **Title I funds** to **develop agreements with Head Start and other early childhood providers to increase coordination.**

The requirement represents an important **opportunity for better coordination** between **school districts and Head Start and other community-based early childhood education programs to provide higher-quality learning experiences** and a more **seamless transition to kindergarten.**

[Toolkit-New-Early-Childhood-Coordination-Requirements-in-the-ESSA-for-pr.pdf](#)

What does dual enrollment with Head Start mean?

- Work with area Head Start to partner to dual enroll students in the public school classroom
- Students remain on public school campus
- Does not include students located on the Head Start campus
- Does not include a transfer of funds from school to Head Start
- Provides children and families with wrap around services such as:
 - Additional health screening and possible referral services
 - Home visiting
 - Support for families

The following link is a resource webinar that describes dual enrollment.

Ways School Districts Can Work with Area Head Start Entities to Coordinate Enrollment

Total possible priority points: 45

District has a D or F grade assignment – 3 priority points

District 3rd grade MAAP ELA Assessment is below the state average (77.3%) – 3 priority points

District kindergarten retention rate exceeds five percent – 3 priority points

District English Language Learner student population exceeds 15% – 3 points

Increase in the number of seats available to children with disabilities in a general education classroom – 3 priority points

Early Learning Provider Partnerships (coordinated enrollment) – 25 points

District has been a SIP grant recipient previously – 5 points

SECTION 3. GRANT AWARD AND RESPONSIBILITIES

Funds are subject to appropriations by the state government. This grant will be awarded in the amount of up to **\$125,000 per classroom** per project year (if working with Head Start to coordinate enrollment and dually enroll children; if not, grants will be awarded in the amount of up to **\$100,000 per classroom** per project year) for an approved project period up to three (3) years. All grants will be awarded contingent upon appropriations, proper implementation of the proposed project implementation, completion, and submission of all required documentation. Funding to eligible Applicants is subject to the SBE approval.

Grants will be awarded to the applicants that have the highest number of priority points first (those that dual enroll with Head Start).

After priority award is made, the remaining funds will be dispersed in increments up to \$100,000 per classroom if available.

Applications that earn 30 or more priority points may receive full funding for the number of classrooms requested in the application.

Applications that earn fewer than 20 priority points may receive partial funding, with the amount awarded based on the total number of points earned.

Application completion does not guarantee an award.

The Mississippi Department of Education reserves the right to negotiate grant award amounts with all potential Subgrantees.

3.1 Use of Funds

Funds are used for program implementation, as well as for operating expenses such as:

- Personnel and personnel benefits;
- Staff development and training;

- Consultants, subcontractors, and evaluators; and
- Classroom equipment, materials, and supplies.

Applicants should be aware that funds must be used in a manner consistent with all requirements of the statute and must be used only to supplement, not supplant, any federal, state, local, or non-federal funds available to support activities.

3.2 Responsibilities of A Fiscal Agent

The following are some of the expectations, roles, and responsibilities of a fiscal agent:

1. As the official Subgrantee, all awards must be adopted by the Local Board of Education for LEAs or the Board of Directors for non-LEAs.
2. Administer the subgrant from award to closeout in accordance with all applicable laws and regulations.
3. Serve as the Subgrantee representative and point-of-contact for all business management aspects of the award agreement.
4. Apply appropriate management controls using management systems, checklists, and records, including, but not limited to:
 - **Internal Controls**
 - Safeguard assets; ensure reliability of accounting data and subgrant terms and conditions
 - **Operating Controls**
 - Fiduciary procedural manuals; budgetary control
 - **Accounting Controls**
 - Implement controls to ensure reliability of recorded financial data;
 - Maintain appropriate level of transaction review and authorization;
 - Develop and implement proper procurement procedures and cash management procedures that are well defined; and
 - Develop procedures that facilitate timely review and audit of financial activity.
 - **Compliance Controls**
 - Consider mechanisms to monitor and review compliance with subgrant terms (i.e., ensure grant funds are disbursed only to eligible Subgrantees);
 - Ensure **all** expenditures and disbursements are consistent with the objectives of the subgrant award and comply with applicable federal, state, and local laws and regulations governing the program and use of funds.
 - **Document Control System**
 - Develop written documentation of adequate internal operating and accounting controls that demonstrate evidence of controls related to grant compliance.
5. Assemble appropriate staff resources and communicate all compliance requirements and resources of the subgrant.
6. Keep abreast of changes in policies, procedures or requirements and continue to advise program staff of subgrant requirements.
7. Request any further “prior approvals” when identified.
8. Submit subgrant reimbursement requests no later than **July 1, 2029, with liquidations by July 12, 2029.**

- **Eligibility of Expenditures**
 - Adhere to the list of eligible activities for which funds under the program may be spent, as well as allowable cost objectives in applicable cost principles; and
 - Ensure that transactions are made in a reasonable and prudent manner, are allowable and allocable, and avoid double charging and ensure that credits are applied appropriately.
9. Prepare necessary reports:
 - **Source Documentation**
 - Appropriately support transactions entered into the Subgrantee's system;
 - Documentation tracks each subgrant transaction and supports the validity of financial data reported; and
 - Maintain separate funding lines for funds.
 - **Audit Trail**
 - The lowest level of detail the system should provide is documentation that supports all transactions (e.g., invoices, contracts, purchase orders);
 - The overall recordkeeping system should be able to trace financial statement balances through the Subgrantee's general ledger, cash books and other journals; and
 - Amounts claimed on financial statements and reports accurately reflect the accounting books and records from which they were prepared.
 10. Use feedback from site visits by the MDE to enhance the program, show Subgrantee's strength and demonstrate commitment to the project.
 11. Keep the MDE and the public aware and informed about grant project progress.
 12. Evaluate the extent to which measurable project objectives are being met.
 13. Liquidate all obligations incurred under the award within the set deadline.
 14. Ensure and oversee the performance of final audits and resolution of findings.
 15. Establish adequate system for records retention.

3.3 Audit

Please note that the Subgrantee is required to, **if applicable**, have the financial and compliance audits conducted in accordance with the Single Audit Act Amendments of 1966 and 2 C.F.R. Part 200 Subpart F – Audit Requirements. Any non-federal entity that expends \$750,000 or more in a year in federal awards shall have a single or program specific audit conducted for that year in accordance with the provisions of 2 C.F.R. Part 200 Subpart F. If the non-federal entity did not expend \$750,000 or more in a year in federal awards, a letter **MUST** be provided stating that this requirement does not apply.

The financial audit shall be conducted by a certified public accountant or by an accountant certified as qualified to audit local government accounts. The audits must be performed in accordance with generally accepted auditing standards (GAAS) and the financial statements must be prepared in conformity with general accepted accounting principles (GAAP).

SECTION 4. TENTATIVE TIMELINE OF ACTIVITIES

A recommendation to the SBE for an approval of awards is anticipated for Applicants based on applications submitted and accepted, and an evaluation and selection process. All new Subgrantees approved for funding by the SBE at that time must attend subsequent mandatory meetings for all Subgrantees. An award or non-award letter will be sent to Applicants confirming the SBE's action. The letter will include specific information on meeting dates and times, if applicable.

Important tentative dates and activities related to this solicitation are listed below.

Important Dates	Activity
April 9, 2026 April 16, 2026	RFP Issued – Email and Post to MDE Website/Newspaper
April 21, 2026	Pre-proposal Conference
April 23, 2026	Deadline for Notice of Intent to Apply
April 28, 2026	Deadline for submitting questions
May 1, 2026	Questions will be posted to the MDE website
May 11, 2026	Applications deadline by 2:00 PM CST
May 14-15, 2026	Review of applications
June 18, 2026	State Board of Education approval
June 22, 2026	Notification of awards and non-awards
July 1, 2026	Grant beginning date

SECTION 5. APPLICATION REQUIREMENTS

1. Signed Form 1 - Application- *Required Signature(s)*
2. Budget Forms A & B – Complete
3. If the applicant is a charter school, the applicant must include the contract amendment request/approval to/from Mississippi Charter School Authorizer Board to serve pre-k in the school.

5.1 Formatting and Submission Directions

Applicants should submit applications using the following parameters:

- Submitted on 8.5” x 11” white paper using 12-point Arial/ Times New Roman font
- Formatted using 1” margins on all sides
- Portrait setting

- Single-spaced and single-sided (pages must include the Applicant’s name and page number within the footer in the lower right-hand corner)
- The complete application including all attachments shall be submitted in a searchable Microsoft Office® format, preferably in Word® or Portable Document Format (PDF) only
- “Links” received to obtain a response via the RFXS will not be opened and the email will be rejected without further consideration for an award
- A response received via the RFXS must include ONE response per electronic submission.
- **Duplicate submission** of an electronic or mailed response proposal will result in the **LAST submission** being considered as a modification to the original submission. The previous submissions will be rejected and will not be considered for the evaluation and award. **Any late duplicate copy will disqualify all submissions from the evaluation process for an award.**
- Applicants are encouraged to submit ONE response to prevent duplication. Upon submission of the response a confirmation receipt shall be provided as assurance that the Office of Procurement received the response packet.

This grant competition is highly competitive. Applicants should ensure that all guidelines and requirements are met before submitting applications. Please note that the MDE staff will not grant permission to Applicants to modify or change the criteria established in the application. This includes extending the date and time applications are due.

5.2 Application Submission and Due Date

A signed application packet shall be submitted electronically in a PDF format via [RFXS <rfxs@mdek12.org>](mailto:rfxs@mdek12.org) no later than **Monday, May 11, 2026, by 2:00 p.m. Central Standard Time (CST)**. Applicants shall allow at least **72 hours** in advance of the due date to consider unforeseen technical issues. Applications received after the time designated in the solicitation shall be considered late and shall not be considered for an award.

Please NOTE: The email subject line and electronic document shall identify the name of the solicitation and the name of the entity/individual submitting the response. Any deviation from these instructions may result in disqualification of the response proposal and shall not be considered for an award.

Example Format for Subject Line: 21st Century Program by John Blue LLC (DO NOT UNDERSCORE or INSERT SYMBOLS)

OR

Shipping instructions are provided below:

An original signed application packet with number (1) copies shall be shipped/mailed and received in a sealed envelope at the MDE no later than **Monday, May 11, 2026, by 2:00 PM Central Standard Time (CST)**.

Please NOTE: The return address label must be visible on the outside of the sealed shipping envelope and shall include the name of the entity/individual submitting

the response. Any deviation from these instructions may result in disqualification of the response proposal and shall not be considered for an award.

Ship To:

**MONIQUE CORLEY
Office of Procurement
The Mississippi Department of Education
State Invested Pre-K Cohort V Program Grant
359 North West Street
Jackson, Mississippi 39201
(DO NOT OPEN)**

5.3 Restrictions on Communications

At no time shall any Applicant contact or attempt to contact any MDE staff regarding this solicitation. All correspondence shall be sent via email to the assigned contact person within the time specified in the Request for Information Section. **Should it be determined that any Applicant has attempted to communicate or has communicated with any other MDE staff regarding this solicitation, MDE, at its discretion, may disqualify the Applicant from submitting an application in response to the solicitation.**

5.4 Risk of Delivery

Timely submission of the application package is the sole responsibility of the Applicant. It is suggested that if the application is shipped to the MDE, it should be tracked to require an MDE mailroom staff signature and request a return receipt/notice with signature. Any application shipped or mailed MUST be verified, date and time stamped, and recorded by an MDE mailroom staff. The time and date of the receipt will be indicated on the sealed application envelope or package by the MDE mailroom staff. The only acceptable evidence to establish the time of receipt at the MDE will be identified by the time and date stamp of the MDE mailroom staff on the application wrapper or other documentary evidence of receipt used by the mailroom.

Packages that are delivered at the MDE in person by the applicant or a representative will NOT be opened. Packages received by shipping/mail without the appropriate acceptance by the MDE mailroom staff or is received and recorded AFTER the submission deadline will NOT be considered for an award.

The MDE will not be responsible for delivery delays or lost packets. All risk of late arrival due to unanticipated delays – whether delivered by shipping or electronic method – is entirely on the Applicant. All Applicants are urged to take the possibility of delay into account when submitting the application and submit the packet electronically via [RFXS](#). **Applicants are encouraged to submit ONE response to prevent duplication. Upon submission of the response a confirmation receipt shall be provided as assurance the Office of Procurement received the response packet.** The Applicant shall be notified if their application was rejected and the reason for such rejection after the applicable State Board of Education session.

Supplemental or revised application information, either from the Applicant or another source,

will not be accepted. An application package must contain every element intending to be submitted. Applicants are encouraged to carefully review the procedures for submitting their materials. No changes or additions to an application will be accepted after the deadline.

5.5 Rejection of Applications

Applications that do not conform to the requirements of the solicitation will be rejected by the Mississippi Department of Education. Applications will be rejected for reasons below:

- The application is received late. Late applications will be maintained unopened in the procurement file.
- The Applicant has previously been cited with major and/or significant deficiencies by the MDE in one or more programs or included on the debarment list.
- Required application and signed cover page are not included in the application.
- Additions, modifications, alterations, or perceived improvements to any portion of the solicitation shall be considered non-responsive and will not be evaluated.
- The application packet was attached as a “link” in response to the solicitation.
- In person delivery.

5.6 Conditions of Solicitation

The MDE reserves the right to accept, reject, or negotiate regarding submitted applications based on the evaluation criteria contained in the solicitation. The final decision to award a grant rest solely with the MDE.

The Applicant should note the following:

1. The MDE will not be liable for any costs associated with the preparation of applications incurred by the Applicant.
2. The selection of an Applicant is contingent upon favorable evaluation of the application; approval of the application by the review panel selected by MDE, approved budget and the State Board of Education approval.
3. The selection of an Applicant is contingent upon successful negotiation of any changes to the application as required by MDE.
4. The MDE also reserves the right to accept any application submitted for grant award, without negotiation. Therefore, Applicants are advised to propose their most favorable terms initially.
5. Applicants will be required to assume full responsibility for meeting all specified requirements stated in the solicitation.

5.7 Acceptance of Applications

The Mississippi Department of Education (MDE) reserves the right, in its sole discretion, to waive minor irregularities in applications. A minor irregularity is a variation of the solicitation that does not affect the application or the competitiveness, give one party an advantage or benefit over other parties, or adversely impacts the interest of the MDE.

5.8 Modification or Withdrawal of an Application

Prior to the application due date, a submitted application may be withdrawn by submitting a written request for its withdrawal to the MDE, signed by the Applicant.

An application may be submitted as an amended application before the due date for receipt of applications. Such amended applications shall be a complete replacement for a previously submitted application and shall be clearly identified as such. The MDE shall not merge, collate, or assemble application materials.

Unless requested by the MDE, no other amendments, revisions, or alterations to applications shall be accepted after the application due date.

Any submitted application shall remain a valid application for one hundred eighty (180) calendar days from the application due date.

5.9 Disposition of Applications

All applications become the property of the state of Mississippi.

5.10 Requests for Information

Written questions concerning the solicitation should be **emailed** to: procurementQnR@mdek12.org

The deadline for submitting written questions by email is **Tuesday, April 28, 2026, at 5:00 p.m. Central Standard Times (CST)**. The answers to the questions will be provided to the general public on **Friday, May 1, 2026** on the MDE's website www.mdek12.org under the *Public Notices Section/Request for Applications, Qualifications, and Proposal*. **No individual replies will be granted.**

A copy of this solicitation, including all attachments and any subsequent amendments, including the Question-and-Answer amendment, if issued, will be posted on MDE's website. It is the sole responsibility of all interested Applicants to monitor the website for updates regarding this procurement.

5.11 Letter of Intent

For planning purposes, please submit the Notice of Intent Form by **5:00 PM CST Thursday, April 23, 2026**, Notice shall be submitted via e-mail to procurementCnG@mdek12.org. **Failure to submit the letter of intent will not disqualify a application from consideration.** Your intent to propose should indicate your organization's primary contact, and direct e-mail address. The submission of a Notice of Intent to Propose does not obligate the vendor to submit a application.
(Form D)

Form 1 - Application

State Invested Pre-K Program Cohort V Grant FY 27, 28, & 29 (School Year 2026-2029) APPLICATION PACKAGE

Name of School District:	Address:	City, State:
Phone:	Fax:	E-mail:
Amount Requested (up to \$125,000 per classroom per project year if partnering with Head Start to dual enroll children in the school district classroom; up to \$100,000 per classroom, per project year if not partnering with Head Start.) \$ _____		

Section I. Eligibility

Please list each classroom individually per school in the district: (add additional rows as needed)

School Name	Number of Classrooms	Type of Pre-K Classroom: • New • Expansion/Improved

Total number of classrooms: _____ **Total number of children served:** _____

Pre- K Manager/Primary Point of Contact

Name	Role	% of time

Section II. Need for Pre-K

Provide a yes or no response for each item.	2024 - 2025
	District has a D or F grade assignment. (If yes = 3 priority points.) Report Card site: Home page - MDEReports (mdek12.org)
	District 3 rd grade MAAP ELA Assessment is below the state average (77.3%). (If yes = 3 priority points.) Report: 3RD GRADE MAAP ELA RESULTS 2025.pdf
	District kindergarten retention rate exceeds five percent. (If yes = 3 priority points.) Literacy Based Promotion Act Annual Report of Performance and Student Retention Report: LBPA 2024-25.pdf
	District English Language Learner student population exceeds 15%. (If yes = 3 priority points.)

Section III. Program Requirements

- Please certify that the district will follow the following criteria as this will determine eligibility for the application. ____ yes ____ no (If yes = 5 priority points.)

Program will agree to:

- Utilize Early Learning Standards
- Utilize MS Beginnings: Pre-K Curriculum only

- Adhere to the Early Learning Guidelines
 - Adhere to all Program Requirements listed in Section II of the RFA (A – K)
2. The district plans to provide an increase in the number of seats available to children with disabilities in a general education classroom: _____ yes _____ no (If yes = 5 priority points.)
3. The district plans to work with an area Head Start center to offer [coordinated enrollment](#) to the students in the pre-K program: _____ yes _____ no (If yes = 5 priority points.)
 If yes, please indicate the Head Start Grantee: _____
 The grantee also assures that all guidelines and requirements of implementing the State Invested Pre-K Program will be followed the *Mississippi Early Learning Guidelines for Classrooms Serving Three- and Four-Year-Old Children* and utilization of the *Mississippi Early Learning Standards*, all data requested will be submitted in a timely manner, and all guidance in the RFA will be followed and implemented.
4. The district has been a SIP grant recipient previously: _____ yes _____ no (If yes = 4 priority points.)
 If yes, please indicate the Head Start Grantee: _____
 The grantee also assures that all guidelines and requirements of implementing the State Invested Pre-K Program will be followed the *Mississippi Early Learning Guidelines for Classrooms Serving Three- and Four-Year-Old Children* and utilization of the *Mississippi Early Learning Standards*, all data requested will be submitted in a timely manner, and all guidance in the RFA will be followed and implemented.

Required signatures/dates:

Superintendent	Date	Typed Name		
Project Coordinator	Date	Typed Name	Phone Number	Email
Special Education Director	Date	Typed Name		
Business Manager	Date	Typed Name	Phone Number	Email
Head Start Partner (if applicable)	Date	Typed Name	Phone Number	Email

Budget Forms

Allowable Expenses

The budget allocation is created by the number of classrooms that will be implemented in the program. Funding will be provided to districts up to \$125,000 per classroom proposed in the application if working with Head Start to dually enroll (coordinated enrollment) children and \$100,000 per classroom if not.

The project budget must be responsible and clearly tied to the scope and requirements of this project.

Please remember the following requirements:

- **The first year of the grant, beginning July 1, 2026**, may and can be considered a planning period and the program will receive the annual allocation to prepare for program implementation. In August 2026, classrooms should be functioning.
- Specific categories of allowable expenses include hiring additional and/or more qualified teaching staff, pre-K coordinator to manage the program, purchasing appropriate educational materials, purchasing equipment or technology used for educational purposes, providing professional development, and administering age-appropriate child assessment.
- Specific categories of non-allowable expenses include costs associated with writing the application, costs for entertainment, land acquisition, capital improvements/permanent renovations not required to maintain licensing requirements, tuition for staff to pursue required teaching degrees, stationary playground equipment, supervisory salary and fringe benefits (such as, but inclusive of, a percentage of the superintendent's salary and fringe), cost of substitute teachers, and cost to attend out of state conferences (lodging, transportation, meals).
- **Since the district will be receiving funds for this program, they may not charge tuition for the children to participate in the program.**
- June 1 will be the last day to modify budgets for each fiscal year. June 30 will be the last day to use the previous year's funds.
- Districts should request funding in the amount up to \$125,000 per classroom per fiscal year if working with Head Start to dually enroll children and \$100,000 if not, including the first year if it is used as a planning period.
- District teachers, assistant teachers and coordinator/manager will attend the annual early childhood four-day conference.

Successful Subgrantees may use grant funds for allowable costs only during the grant award period. **Any costs occurring outside the grant award period are solely the responsibility of the Subgrantee and will not be reimbursed by the MDE.**

Instructions for Budget Forms:

GENERAL INSTRUCTIONS

You may request an amount equal to or less than the first year for additional years, if applicable. Pay attention to applicable program specific instructions given in the solicitation.

BUDGET SUMMARY

Budget Summary Form A (REQUIRED)

Applicant must complete **Form A** and provide a breakdown by the applicable budget categories shown.

Budget Narrative

Budget Narrative Form B for Year One Only (REQUIRED)

Please pay attention to applicable program specific instructions and allowable expenditures.

1. Provide an itemized budget breakdown for each applicable budget category listed in the budget summary pages.
2. Provide the rate and base on which fringe benefits are calculated.
3. Provide other explanations or comments you deem necessary.
4. Administrative and indirect cost rates for non-profits are to be handled according to Office of Management and Budget (OMB) Uniform Guidance: Cost Principles, Audit, and Administrative Requirements for Federal Awards and in accordance with the governing authority of that specific non-profit.

FORM A
Mississippi Department of Education
BUDGET SUMMARY PAGE
State Invested Pre-K Cohort V Grant

FY 2027 - 2029

Projected Budget Summaries

Fund Number: #

Name of Institution/Applicant:

Applicants requesting funding for multi-year grants should complete all applicable columns, if applicable. Please read all instructions before completing form.

BUDGET SUMMARY – FORM B

Budget Categories	Project Year 1 (July 1, 2026 – June 30, 2027)	Project Year 2 (July 1, 2027 – June 30, 2028)	Project Year 3 (July 1, 2028 – June 30, 2029)
1. Personnel (Non-Administrative)			
2. Program Manager			
3. Fringe Benefits			
4. Travel			
5. Equipment			
6. Supplies			
7. Contractual			
8. Other (Specify)			
9. Total			

FORM B

BUDGET NARRATIVE

Use the Budget Narrative form to provide a complete budget narrative **for year 1 of the project**. On this page, please provide a **brief** but **detailed** budget narrative that explains the following, if applicable: (1) the basis for estimating the costs of professional personnel salaries, administrative costs, benefits, project staff travel, materials and supplies, consultants, indirect costs, and any projected expenditures and (2) how the major cost items relate to the proposed activities and how these activities will help students achieve higher standards. This information should include a **detailed** description of the costs included, sufficient to document the **necessity and reasonableness** of **all** costs, and **clear and concise description** of the computations used to arrive at the total amounts indicated. This page may be reproduced as needed.

Applicant Name _____

CATEGORY/ACTIVITY	AMOUNT	GENERAL DESCRIPTION
1. Personnel (Non-Administrative)		
2. Administration – grant coordinator		
3. Fringe Benefits		
4. Travel		
5. Equipment		

6. Supplies		
7. Contractual		
8. Other Specify		
Subtotal for Each Page		
GRANT TOTAL		

Applicant Signature: _____ Page ____ of _____

FORM D



NOTICE OF INTENT TO APPLY

All Applicants planning to apply should submit a Notice of Intent to Apply. **The Notice of Intent to Apply should be received by Thursday, April 23, 2026 deadline.** The Notice of Intent to Apply is **not** required to apply but may be necessary to assist the MDE in planning purposes and preparation for application scoring. Please send via email to jdent@mdek12.org.

This notice confirms that my organization is interested applying for the State Invested Pre-K Program and intends to submit an application by the deadline date above.

Applicant/Fiscal Agent Name _____

Address _____

City _____ State _____ Zip _____

Email _____

Phone _____

Sincerely,

Authorized Signature

Title of Authorized Person

REQUIRED ATTACHMENTS AFTER NOTICE OF AWARD

Each of the forms below must be completed after the notice of award. Any questions regarding the forms below should be submitted to the identified contact person via email.

1. Signed Assurances (Form 2) - *Required Signature(s)*
2. Signed Standard Terms and Conditions (Form 3) - *Required Signature*
3. Signed Conflict of Interest (Form 4) - *Required Signature*
4. Sign Acknowledgement of Amendments (Form 5) - *Required Signature*

Form 2
ASSURANCES
(Please read carefully before signing)

The Applicant hereby assures that as a Subgrantee, in accordance with the statute, the Applicant submitting this application shall comply with the following:

Certain terms and conditions are required for receiving grants from the Mississippi Department of Education (MDE); therefore, the Subgrantee will agree to the items that follow.

- A. The Subgrantee shall be an equal opportunity employer and shall perform to all other applicable requirements; accordingly, the Subgrantee shall neither discriminate nor permit discrimination in its operation or employment practices against any person or group of persons on the grounds of race, color, religion, national origin, disability, or sex in any manner prohibited by law. Further, the Subgrantee agrees to comply with the Civil Rights Acts of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the No Child Left Behind Act of 2001.
- B. The Subgrantee agrees that the MDE, or any of its duly authorized representatives, at any time during the term of this agreement, shall have access to, and the right to audit examine any pertinent books, documents, papers, and records of Subgrantee related to Subgrantee charges and performance under this agreement. The Subgrantee shall keep such records for a period of five years after final payment under this agreement, unless the MDE authorizes their earlier disposition. Subgrantee agrees to refund to the MDE any overpayments disclosed by any such audit. However, if any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the five-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.
- C. The Subgrantee assures that it possesses legal authority to apply for and to receive funds under this agreement.
- D. The Subgrantee certifies they have not been barred from contracting or otherwise doing business with the State or Federal Governments.
- E. This agreement shall not be modified, altered, or changed except by mutual agreement by representative(s) of each party to this agreement, and must be confirmed in writing through MDE grant modification procedures.
- F. The Subgrantee shall perform all services as an independent grantee and shall discharge all of its liabilities as such. No act performed or representation made, whether oral or written, by the Subgrantee with respect to third parties shall be binding on the MDE.
- G. The MDE, by written notice, may terminate the grant, in whole or in part, if funds supporting the grant are reduced or withdrawn. To the extent that the grant is for services, and if so terminated, the MDE shall be liable only for payment in accordance with payment provisions of the grant for services rendered prior to the effective date of termination. The MDE, by written notice, may terminate the application for nonperformance of the applicant at any time during the term of the program. The Subgrantee agrees that work, data, etc. created under the auspices of the program shall be turned over to the MDE upon such termination. The MDE, in whole or in part, may terminate the program for cause by written notification. Furthermore, the MDE and the Subgrantee may terminate the agreement, in whole or in part, upon mutual agreement. Either

the Mississippi Department of Education or the awardee may terminate this agreement at any time by giving written notice to the other party of such termination and specifying the effective date thereof. The Subgrantee shall be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the contractor covered by the agreement, less payments of compensation previously made.

- H. This agreement, and all matters or issues collateral to it, shall be governed by, and constructed in accordance with, the laws of the State of Mississippi.
- I. Subgrantee shall not assign or sub-grant in whole or in part, its rights or obligations under this agreement without prior written consent of MDE. Any attempted assignments without said consent shall be void and of no effect.

By signing this statement, the Subgrantee hereby certifies and assures that the school district/entity submitting this document shall comply with MDE Assurances and Certifications in accordance with state and federal regulations requirements, and MDE policy and requirements pertaining to this program. The Subgrantee certifies further that the information submitted on this is true and correct.

Superintendent/Executive Director/Fiscal Agent Signature

Date

Partnering Agency (name partner)

Date

Form 3

STANDARD TERMS AND CONDITIONS

Certain terms and conditions are required for contracting. Therefore, the Applicant shall assure agreement and compliance with the following standard terms and conditions.

1. AVAILABILITY OF FUNDS

It is expressly understood and agreed that the obligation of MDE to proceed under this agreement is conditioned upon the congressional appropriation of funds and the receipt of federal funds. If the funds anticipated for the continuing fulfillment of the agreement are, at any time, not forthcoming or insufficient, either through the failure of the federal government to provide funds to appropriate funds or the discontinuance or material alteration of the program under which funds were provided or if funds are not otherwise available to MDE, MDE shall have the right upon ten (10) working days written notice to the Subgrantee, to reduce the amount of funds payable to the Subgrantee or to terminate this agreement without damage, penalty, cost or expenses to MDE of any kind whatsoever. The effective date of reduction or termination shall be as specified in the notice of reduction or termination.

2. CHANGES

This agreement shall not be modified, altered, or changed, except by mutual agreement by an authorized representative(s) of each party to this agreement, and must be confirmed in writing through MDE grant modification procedures.

3. INDEPENDENT SUBGRANTEE

The Subgrantee shall perform all services as an independent Subgrantee and shall discharge all of its liabilities as such. No act performed or representation made, whether oral or written, by Subgrantee with respect to third parties shall be binding on the MDE.

4. TERMINATION

The MDE, by written notice, may terminate this grant, in whole or in part, if funds supporting this grant are reduced or withdrawn. To the extent that this grant is for services, and if so terminated, the MDE shall be liable only for payment in accordance with payment provisions of this grant for services rendered prior to the effective date of termination.

The MDE, in whole or in part, may terminate this grant for cause by written notification. Furthermore, the MDE and the Subgrantee may terminate this grant, in whole or in part, upon mutual agreement.

Either the MDE or the Subgrantee may terminate this agreement at any time by giving 30 days written notice to the other party of such termination and specifying the effective date thereof. The Subgrantee shall be paid an amount which bears the same ratio to the total compensation as the services actually performed to the total services of the Subgrantee covered by the agreement, less payments of compensation previously made.

5. ACCESS TO RECORDS

The Subgrantee agrees that the MDE, or any of its duly authorized representatives, at any time during the term of this agreement, shall have access to, and the right to audit and examine any pertinent books, documents, papers, and records of Subgrantee related to Subgrantee's charges and performance under this agreement. Such records shall be kept by Subgrantee for a period of five (5) years after final payment under this agreement, unless the MDE authorized their earlier

disposition. Subgrantee agrees to refund to the MDE any overpayments disclosed by any such audit. However, if any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the 5-year period, the records shall be retained until completion of the action and resolution of all issues which arise from it.

6. LAWS

This agreement, and all matters or issues collateral to it, shall be governed by, and construed in accordance with, the laws of the State of Mississippi.

7. LEGAL AUTHORITY

The Subgrantee assures that it possesses legal authority to apply for and receive funds under this agreement.

8. EQUAL OPPORTUNITY EMPLOYER

The Subgrantee shall be an equal opportunity employer and shall perform to applicable requirements; accordingly, Subgrantee shall neither discriminate nor permit discrimination in its operations or employment practices against any person or group of persons on the grounds of race, color, religion, national origin, disability, or sex in any manner prohibited by law.

9. COPYRIGHTS

The Subgrantee: (i) agrees that the MDE shall determine the disposition to title to and the rights under any copyright by Subgrantee or employees on copyrightable material first produced or composed under this agreement; and, (ii) hereby grants to the MDE a royalty free, nonexclusive, irrevocable license to reproduce, translate, publish, use and dispose of, to authorize others to do so, all copyrighted or copyrightable work not first produced or composed by Subgrantee in the performance of this agreement, but which is incorporated in the material furnished under the agreement, provided that such license shall be only to the extent Subgrantee now has, or prior to the completion or full final settlements of agreement may acquire, the right to grant such license without becoming liable to pay compensation to other solely because of such grant.

Subgrantee further agrees that all material produced and/or delivered under this grant will not, to the best of the Subgrantee's knowledge, infringe upon the copyright or any other proprietary rights of any third party. Should any aspect of the materials become, or in the Subgrantee's opinion be likely to become, the subject of an infringement claim or suite, the Subgrantee shall procure the rights to such material or replace or modify the material to make it non-infringing.

10. PERSONNEL

Subgrantee agrees that, at all times, the employees of Subgrantee furnishing or performing any of the services specified under this agreement shall do so in a proper, workmanlike and dignified manner.

11. SURRENDER OF EQUIPMENT

Subgrantee and MDE shall jointly conduct a closing inventory and Subgrantee shall replace or repair all equipment lost, damaged, or destroyed to make up any deficiency between the opening and closing inventories. Subgrantee shall transfer all equipment per MDE's guidance and written instructions.

12. ASSIGNMENT

Subgrantee shall not assign or subgrant in whole or in part, its rights or obligations under this agreement without prior written consent of the MDE. Any attempted assignment without said consent shall be void and of no effect.

13. MISSISSIPPI ETHICS

It is the responsibility of the Subgrantee to ensure that subcontractors comply with the Mississippi Ethics Law in regard to any conflict of interest. A statement attesting to said compliance shall be on file by the Subgrantee.

I have **read** and **agree** to comply with the Standard Terms and Conditions. I certify that the contents of this application, if funded, will be followed for the implementation of the grant award described herein. *Signatures of the Superintendent, Executive Director, Agency Head, and/or Fiscal Agent on this page must match the signatures on the cover page. A representative from each partnering agency must sign the assurances. Failure to sign the above assurances will result in the rejection of the application.*

Superintendent/Executive Director/Agency Head/Fiscal Agent

Date

Head Start Partnering Agency Name/Executive Director Signature

Date

Form 4
CONFLICT OF INTEREST DISCLOSURE FORM

Mississippi Department of Education

Each Applicant must disclose any personal, business, or volunteer affiliations that may give rise to a real or apparent conflict of interest. The purpose of this form is to help MDE identify the actual or potential conflict and ensure the avoidance where necessary. Please complete and sign the form below as it relates to a conflict of interest within the program activities.

- I have no conflict of interest to report.

- I have the following conflict of interest(s) to report. Please describe any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I certify that the information set forth above is true and complete to the best of my knowledge. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate, I will notify MDE immediately.

Superintendent/Executive Director/Fiscal Agent Date

Title of Authorized Person

Form 5
ACKNOWLEDGEMENT OF AMENDMENTS

The Question-and-Answer amendment shall be signed, if issued. The Question-and-Answer amendment will be posted on the MDE [website](#) under “Public Notice” Request for Applications, Qualifications, and Proposals section. It is the sole responsibility of all interested applicants to monitor the MDE website for updates regarding any amendments to the solicitations.

END OF DOCUMENT