DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
DIVISION OF VOCATIONAL AND ADULT EDUCATION
P.O. BOX 480, JEFFERSON CITY, MISSOURI 65102-0480

Number: 6-920-004
AEL-4

APPLICATION FOR AUTHORIZATION OF ADULT EDUCATION & LITERACY EXPENDITURES

Fiscal Year Ending: June 30, _____	Local AEL Agency (LAELA):
Description of Program: **Adult Education and Literacy**	Mailing Address:
	City and Zip Code:

Items Submitted For Approval

Description of Items	Quantity	Estimated Unit Cost	Estimated Total Cost	For State Use Only
		$	$	
		Total Estimated Cost	**$**	

CERTIFICATION

The local AEL agency hereby requests authorization to expend funds for Adult Education as described to be used for instructional programs approved under the provisions in Appendix C of the State Plan for Adult Education and Literacy. Equipment purchased with AEL funds must be clearly marked as AEL equipment and must have an identifying serial number attached by the eligible agency. It is understood that the title to equipment and teaching aids is to be vested in the school district with yearly verification to the Department of Elementary and Secondary Education. No disposition or diversion of use may be made without written Department approval. When an eligible agency discontinues its AEL program or has equipment that is no longer needed in the AEL program, the equipment must be returned to the Department of Elementary and Secondary Education (DESE).

It is further understood that the LAELA will furnish the Department information required for supporting claims for funds, and maintaining financial aid inventory records within the LAELA.

SIGNED _____ DATE _____
(Program Director)

FOR STATE OFFICE USE ONLY

		_____ State Director of Adult Education	_____ Approval Date

MO 500-2391 (01-03)