

RISE Grant Consortia Memorandum of Understanding (MOU)

The Authorized Representative or designee for each entity listed on this document agree to form and participate in a Raising Indigenous Success in Education (RISE) Grant Consortium for the purpose of supporting educational needs and opportunities in Arizona districts and schools that serve a significant number of Native American students and staff. By affixing signatures to these forms, the Authorized Representative or designee certify the following: (1) the consortium members will abide by all statutory requirements of the RISE Grant Program, and (2) the consortium members will adhere to the legal assurances contained in the RISE Grant Program Assurances.

Lead Fiscal Agent of Consortium

Lead Fiscal Agent: _____ CTDS Number: _____

Name of Administrator/Contact for the Lead Fiscal Agent:		
Title:		
Mailing Address:		
City:	State:	ZIP:
Telephone:	Fax:	
E-mail:		

I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.

Printed Name of Authorized Representative or Designee

Signature of Authorized Representative or Designee

Date

List of Participating Entities

The following entities are applying to participate in this consortium. The Lead Fiscal Agent must complete the required OIE RISE Grant application **Assurances** statements.

Name of Consortium Member	CTDS Number	Proposed Initial Budget Allocation	Adjusted/Final Allocation (post July 1 st)
Lead Fiscal Agent:			
Member 1.			
Member 2.			
Member 3.			
Member 4.			
Member 5.			
NOTE: <i>A properly constituted consortium must include at least one tribally-controlled and/or grant school.</i>		Total grant:	

Note: Only RISE allocation amounts should be listed in the table above. Add an additional sheet if needed.

Sample Memorandum of Understanding

Date of Agreement: _____

(FY24 Grant Cycle: July 1, 2023 through September 30, 2024)

This Memorandum of Understanding represents the agreed-upon program, services, and materials to be provided under the RISE Grant during the 2023-2024 project year. The _____ will act as the Lead Fiscal Agent of the consortium. All consortium members receiving a RISE grant award must meet the same requirements as Local Educational Agencies (LEAs) receiving grants individually.

The Consortium will plan to expend the entirety of its RISE grant funds during the 2023-2024 project period. As the Lead Fiscal Agent, _____, will be responsible for submitting the RISE funding application and any necessary application revisions on behalf of the consortium members.

The Lead Fiscal Agent will:

1. co-create a plan for how funds will be used or distributed, including any services to be provided to consortium members for the purpose of supporting educational needs and opportunities in Arizona districts and schools that serve a significant number of Native American students and staff,
2. develop the Memorandum of Understanding (MOU) signed by all consortium members that reflect the needs of students and plan for the use of funds,
3. complete the RISE grant application and budget in Grants Management Enterprise (GME),
4. manage the budget and ensure expenditures requested for reimbursement align with the Director Approved grant application,
5. ensure that consortium members fulfill their fiscal and programmatic responsibilities as grantees of the RISE Grant Program,
6. maintain separate financial records for each consortium member,
7. communicate to all members any information from the Arizona Department of Education (ADE) relevant to the fiscal application and programmatic requirements of the funds,
8. submit timely and regular requests for reimbursement and disburse the funds throughout the project period,
9. submit the RISE grant completion report, which includes final expenditures and the required documentation,
10. coordinate regular meetings and professional learning, as needed, for the purpose of assessing and meeting the needs of the Consortium, and
11. comply with any other requests for information from the Arizona Department of Education (ADE).

Each Consortium member will:

1. co-create a plan for how funds will be used or distributed for the purpose of supporting educational needs and opportunities in Arizona districts and schools that serve a significant number of Native American students and staff,
2. develop and sign the Memorandum of Understanding (MOU) that reflect the needs of students and plan for the use of funds,
3. submit a budget to the fiscal agent which does not exceed its current year allocation,
4. fulfill their fiscal and programmatic responsibilities as grantees,
5. maintain and provide Lead Fiscal Agent with financial records associated with the RISE Grant funds,
6. communicate with Lead Fiscal Agent to receive any information from the Arizona Department of Education (ADE) relevant to the fiscal application and programmatic requirements of the funds,
7. provide documentation to Lead Fiscal Agent for the purpose of submitting regular requests for reimbursement and the RISE Grant completion report,
8. attend regular meetings, and professional learning, as needed, for the purpose of assessing and meeting the needs of the Consortium,
9. assist Lead Fiscal Agent in complying with any other requests for information from the Arizona Department of Education (ADE).

The Lead Fiscal Agent assures this Memorandum of Understanding has been provided to each consortium participant, so all members understand the roles and responsibilities of the lead agent and are informed of the terms and conditions of the established consortium.

Name of Lead Fiscal Agent Representative

Title of Lead Fiscal Agent Representative

Signature of Lead Fiscal Agent Representative

Name of Consortium Member #1 Representative

Title of Consortium Member #1 Representative

Signature of Consortium Member #1 Representative

Name of Consortium Member #2 Representative

Title of Consortium Member #2 Representative

Signature of Consortium Member #2 Representative

Name of Consortium Member #3 Representative

Title of Consortium Member #3 Representative

Signature of Consortium Member #3 Representative

Name of Consortium Member #4 Representative

Title of Consortium Member #4 Representative

Signature of Consortium Member #4 Representative

Name of Consortium Member #5 Representative

Title of Consortium Member #5 Representative

Signature of Consortium Member #5 Representative

*The Lead Fiscal Agent is responsible for uploading completed documents to the **Related Required Documents** section of the RISE funding application. For assistance, please contact:*

ADE Office of Indian Education Team

IndianEducation@azed.gov