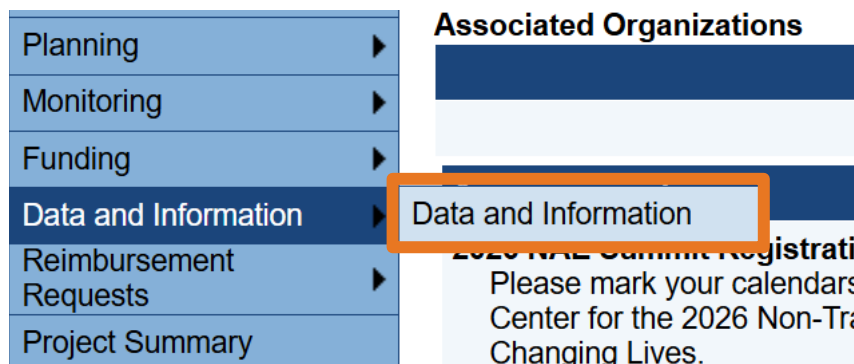


Consolidated Funding Application Board Approval ePlan Instructions

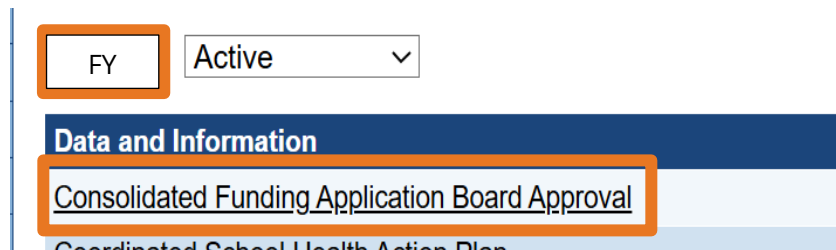
Consolidated Funding Application Board Approval Overview

The *Consolidated Funding Application Board Approval* is now located in the ePlan **Data and Information** tab. To complete and submit the form, follow the instructions below.

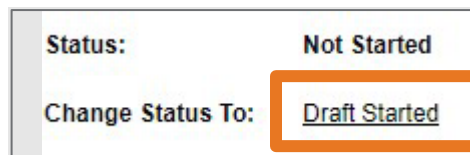
1. To navigate to the Consolidated Funding Application Board Approval Application Supplement from the ePlan homepage, hover your mouse over the **Data and Information** tab in the left menu bar.



2. Select the **desired current fiscal year** from the drop-down box. Select **Consolidated Funding Application Board Approval** from the list of Application Supplements.



3. Click **Draft Started** for the Consolidated Funding Application Board Approval form. (If you are unable to click **Draft Started**, hover over the **Draft Started** button to see a list of individuals who have access.)



4. Click **Confirm** to change the *Consolidated Funding Application Board Approval Application Supplement* status to **Draft Started**.

You are about to change the status of this Application Supplement to Draft Started. Click Confirm to change the status.

5. Select the **Consolidated Funding Application Board Approval** page.

Status: Draft Started

Change Status To: Submitted

[View Change Log](#)

Description ([View Sections Only](#) [View All Pages](#))

- All
- [-] **History Log**
 - [History Log](#)
 - [Create Comment](#)
- [-] **Consolidated Funding Application Board Approval**
 - [Consolidated Funding Application Board Approval](#)
- All

6. Complete all information below.

Local Education Agency (LEA) Information

* Director of Schools

* Director of Schools Email

Board of Education Official

* Board of Education Official Email

Date of Board Meeting

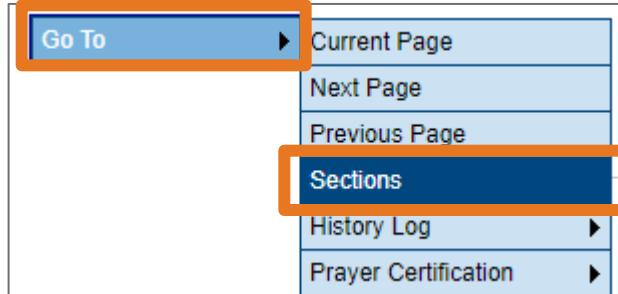
Consolidated Project begins July 1, 2026 and ends June 30, 2027.

* The facts, figures, and representations made in the consolidated funding application within ePlan, including exhibits, attachments, and assurances herein, are true and correct to the best of my knowledge.

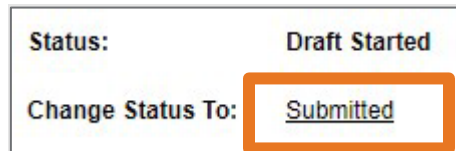
* The Board of Education has reviewed and approved this project year application for filing.

* This action is recorded in the official minutes of the Agency's Board meeting held on the date entered above.

7. Return to the **Sections** page by clicking **Save and Go To**, then Sections.



8. On the **Sections** page, change the *Consolidated Funding Application Board Approval Application Supplement* status to **Submitted** and click **Confirm** (the status will change to **Revision Started** once confirmed).



9. Click **Confirm** to change the status to **Submitted** to submit the *Consolidated Funding Application Board Approval Data and Information* report.



Required Deadlines:

- **August 1:** Consolidated Funding Application Board Approval due in ePlan.

Available Resources:

- [Divisional Coordinators](#)