Equipment Disposition Form
Local Consolidated Plan

Please submit in **duplicate** to:
Title Programs & Services
Kansas State Department of Education
120 SE 10th Avenue
Topeka, KS 66612-1182

Equipment should be used by the recipient in the project or program for which it was acquired as long as needed, whether or not the project continues to be supported by federal funds. When original or replacement equipment is no longer to be used in projects or programs currently or previously sponsored by the federal government, disposition of the equipment shall be as follows: (a) Equipment with a unit acquisition cost of less than $5,000 and equipment with no further use value: The equipment may be retained, sold or otherwise disposed of, with no further obligation to the federal government. (b) All other equipment, $5,000 or over: The equipment may be retained or sold, and funds returned to the federal government. If the equipment is sold, $100 or 10% of the total sales proceeds, whichever is greater, may be deducted and retained from the amount otherwise due for selling and handling expenses.

Check the Program Which Funded the Purchase of the Equipment:

Title I ❑ Title II A ❑ Title II D ❑ Title III ❑

Title IV ❑ Migrant ❑

Reason for Disposition:

_____

_____

_____

Method of Disposition:

- ❑ Use in other federal program.
- ❑ Transfer title to district for various uses.
- ❑ Appraisal received, item(s) broken and of no value.
- ❑ Sell at fair market value.
- ❑ Trade in, value received $_____

_____
Person Submitting Form

_____
USD Name and Number

_____
Address

_____ _____
City Zip

_____
Date

Date Purchased	Kind of Equipment (Disposition)	Manufacturer and Model Number	Original Cost

An Equal Employment/Educational Opportunity Agency

The KSDE does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

KSDE General Counsel, 120 SE 10th Ave., Topeka, KS 66612; 785-296-3201

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