

## 2021-2022 LCP Application:

The Local Consolidated Plan (LCP) Application for 2021-2022 is now open. The LCP Application is accessible through the KSDE authentication system at <https://apps.ksde.org/authentication/login.aspx>. **Districts must submit the LCP Application before funds will be awarded.** The due date for completing the application is **Thursday, September 30, 2021.**

After the login screen opens, one of the following will apply:

- If you already have access to the LCP System, click on the 'LCP System' link after you login. Click on this link to go to the LCP Application.
- Existing users that do not have the 'LCP System' listed as an available application:
  - Please go to <https://apps.ksde.org/authentication/login.aspx> and logon.
  - Then click on the 'Manage My Account' link, which is below the list of available applications and provide the requested information.
  - Select the 'LCP System' application and either the 'District Submit' (to update and submit – for principals/superintendents) or 'District Update' (to update, but not submit – for other district personnel), then click 'Submit'.
  - After this information is received at KSDE, an approval request e-mail is sent to the Superintendent.
  - When the approval request form is completed and returned to the KSDE, the user information is entered into the system, and a confirmation e-mail is sent to the user.
  - Upon confirmation that the user information is registered, the LCP System is accessible.
- First time users:
  - Please go to <https://apps.ksde.org/authentication/login.aspx> and click on the 'Register' button and follow instructions.
  - Select the 'LCP System' application and either the 'District Submit' (to update and submit – for principals/superintendents) or 'District Update' (to update, but not submit – for other district personnel), then click 'Submit'.
  - After this information is received at KSDE, an approval request e-mail is sent to the Superintendent.
  - When the approval request form is completed and returned to the KSDE, the user information is entered into the system, and a confirmation e-mail is sent to the user.
  - Upon confirmation that the user information is registered, the LCP System will be accessible.

A copy of the *2021-2022 LCP Application Reference Guide* is posted on the KSDE web site at the following location: <http://www.ksde.org/Default.aspx?tabid=676>. Remember, there are help pages on each screen of the application.

PLEASE SEE THE INFORMATION BELOW FOR TRAINING VIDEOS FOR EACH PART OF THE LCP APPLICATION.

The recordings will walk you through the elements of the authenticated applications on the KSDE website that allows you to apply for each element of funding under title.

- [LCP System Overview](#) Recording (18:46 minutes)
  - [Kansas Title Director's Handbook](#) PDF
  - [LCP System Reference Guides](#) Link
- [LCP Application Overview](#) Recording (19:03 minutes)
- [LCP Title I Building Allocations](#) Recording (37:41 minutes)
- [LCP Application McKinney-Vento Title I: What to Expect](#) Recording (13:04 minutes)
- [LCP Title IIA](#) Recording (16:10 minutes)
- [LCP Application Federal Title III and Immigrant](#) Recording (13:56 minutes)
- [LCP Application Title IV-A](#) Recording (14:02 minutes)
- [LCP Application Migrant Pages](#) Recording (15:19 minutes) - [PDF of Slides](#)

- [LCP Nonpublic Page](#) Recording (8:55 minutes)

**If you have questions:**

- For user information or accessing the LCP System, please call the Help Desk at 785-296-7935 or send an e-mail to [HelpDesk@ksde.org](mailto:HelpDesk@ksde.org).
- For any questions regarding the LCP System application, email the LCP Help Desk at [lcphelp@ksde.org](mailto:lcphelp@ksde.org).
- For any Program specific questions (i.e., Title I), contact your LCP Consultant. A link to the LCP Consultant list is posted on our website at: <https://www.ksde.org/Portals/0/Title/LCP/LCPConsultants.pdf>.
- Check the 'LCP Application' information site periodically for updates: <http://www.ksde.org/Default.aspx?tabid=676>.

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