

**About Form OA2 - OMEGA Application Approval Responsibility** - The purpose of this form is to identify the individual who will approve grant applications (as well as any required revisions or amendments to these applications) in OMEGA for the federal NCLB grants listed on this form.

**Completing OA2 - OMEGA Application Approval Responsibility - Required.** Mail forms to: Department of Education, Attn. Accounting Department, P.O. Box 2120, Richmond, VA 23218-2120. Forms must be received by VDOE no later than June 3, 2005.

**A - School Division Name and Code. Required.**

**B - One box must be checked.** Indicate who will approve NCLB application(s) (as well as any required revisions or amendments to these applications) in OMEGA: the division superintendent, a superintendent's designee (as authorized by the school board), or a Department of Education "OMEGA LEA Application Designee." If a Department of Education "OMEGA LEA Application Designee" is requested, the school division's SSWS (Single Signon for Web Systems) coordinator must provide a division SSWS logon to Marie G. Williams, VDOE Accounting Director, who will serve as the OMEGA LEA Application Designee. After receipt of the original application cover page(s) signed by the division superintendent and the local school board chairperson, the VDOE Accounting Director will approve the division's application(s) in OMEGA on the superintendent's behalf. In addition, if a revision or amendment to an original application submitted via OMEGA is required, upon receipt of a written request from the division superintendent, the VDOE Accounting Director will approve a revision or amendment in OMEGA on the superintendent's behalf. Otherwise, the individual indicated (superintendent or authorized designee) will be contacted directly and provided additional information and assistance for O

**C - Division Superintendent or Designee Signature. Required.** The Superintendent or Designee is required to approve the content of this form.

**D - Date.** Date form is approved.

[hyperlink to form OA2](#)

**Need HELP with these forms? Call Karen Lux @804-371-6877 or Linda Borland @804-225-3806**

## OMEGA User Setup Forms

<b>A</b>	School Division Name:		School Division Code:	
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### OA2 - OMEGA Application Approval Responsibility

**B** After the application cover page(s) for the consolidated or individual applications for the NCLB grants\* has been signed by the division superintendent and the local school board chairperson, the individual indicated below is authorized to approve the division's application(s) in OMEGA, and upon my written request, to approve any required revisions or amendments to the application(s) in OMEGA.

Check One:

<input type="checkbox"/>	Division Superintendent			
<input type="checkbox"/>	Authorized Superintendent's Designee			
		Typed Name of Designee	Designee Email	Phone
<input type="checkbox"/>	Department of Education "OMEGA LEA Application Designee"			

<b>C</b>		<b>D</b>	
	Division Superintendent or Designee Signature		Date
	Typed Name of Division Superintendent or Designee		

\*NCLB grants: 84.010 Title I - Part A Grants to LEAs, 84.011 Title I - Part C Education of Migrant Children, 84.010 Title I - Part D Neglected & Delinquent, 84.367 Title II - Part A Teacher & Principal Training, 84.318 Title II - Part D Enhancing Education Through Technology, 84.365 Title III Part A - English Language Acquisition, 84.186 Title IV - Safe & Drug Free State & Local, 84.298 Title V - Innovative Education, and/or 84.358 Title VI Part B, Sb 2 - Rural Education