

## **Certification Submission Template**

Please provide a superintendent or designee signature for verification.  
Check the following boxes for items two through four, if your answer is  
yes:

1. Superintendent's/Designee Signature for Verification:
2. Certification of assurance that any initial or advanced training is  
evidence-based (*8VAC20-750-100*):
3. Certification of the completion of training for audit purposes to ensure the  
funding provided was used as intended:
4. Certification that the funds were completely used:

Complete the following information for the staff members that received training:

1. Number of staff members:
2. Role of staff members:
3. Location of training: