



Million Dollar Baby

Grants Management Current Trends and Issues

Presenters

Amanda Granier - Lafourche Parish School Board

LaFon Ortis - Lafourche Parish School Board

Questions

Stephen Flanders – DeSoto Parish School Board

Grants Management Current Trends and Issues

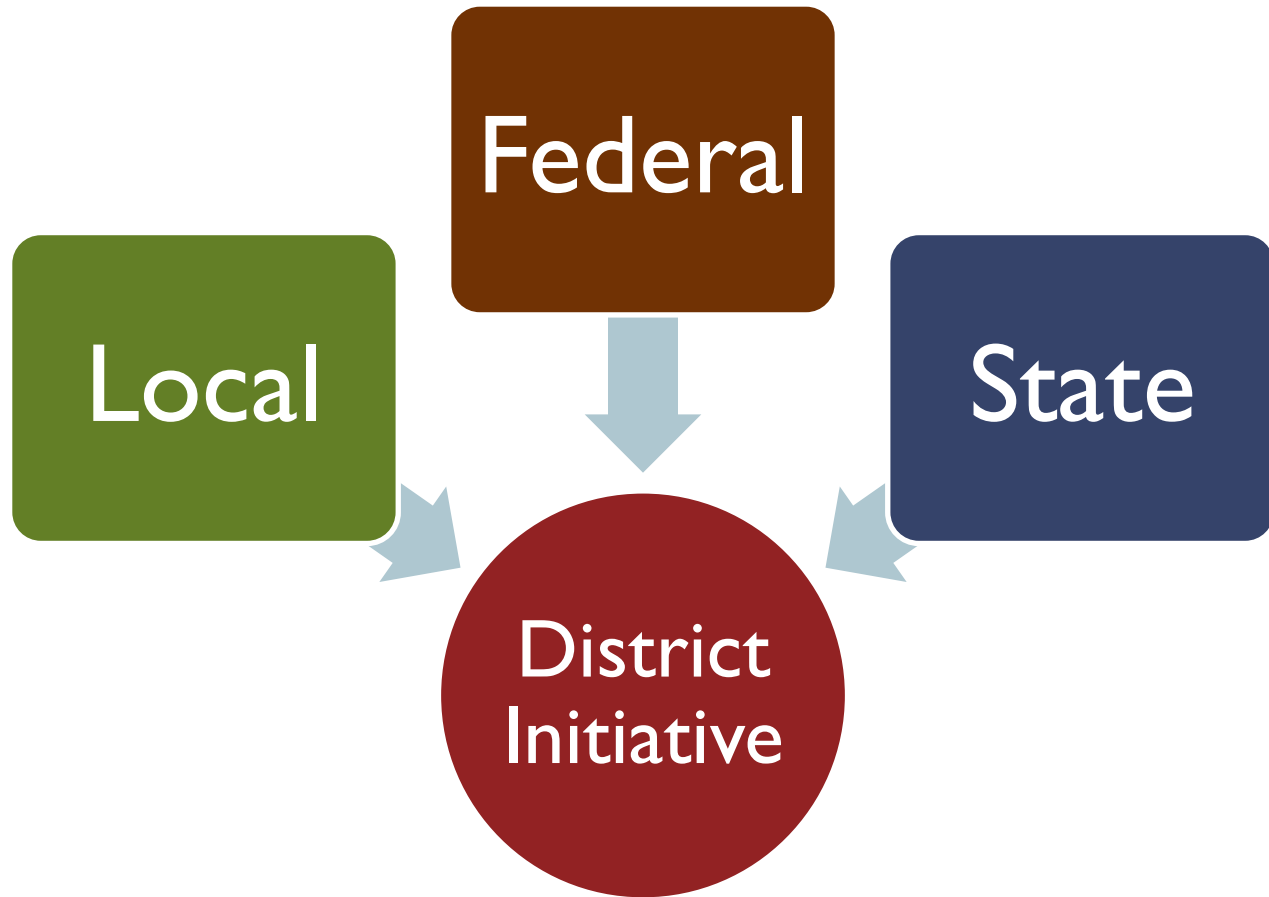
Integrating Funds

Implementing the Requirements

Increased Monitoring

Issues and Concerns

Integrating Funds



Integrating Funds

- Allowable if:
 - LEA complies with each individual program's requirements
 - LEA uses financial management standards which identify costs paid under each program

Integrating Funds

Communication is the key!



Title I

Title II

IDEA

State programs

Human Resources

Business Department

Integrating Funds

- Resource – Fiscal Model Training Module
 - Includes
 - Tools for Integrating Education Funds
 - Initiatives Overview
 - Use of Funds Manual
 - Checklist of Federal Fund Considerations
 - Contacts list

Integrating Funds

- **EXAMPLE**
 - District plans to provide school site interventionists for supplemental instruction
 - Possible funding sources = Title I-A, I003A, I003G, Migrant, Title III, REAP, McKinney-Vento

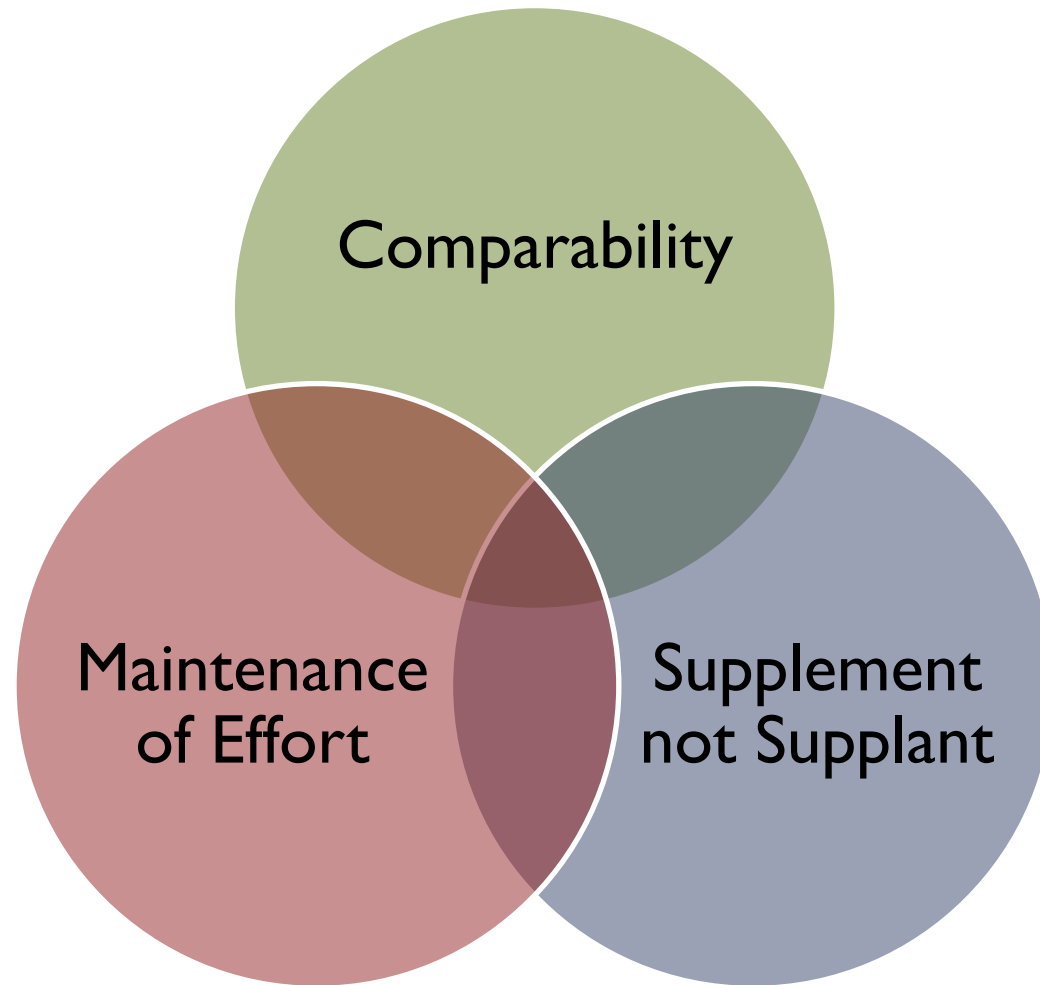
Integrating Funds

Initiative	Title I	I 003A	Migrant
Interventionists	60%	10%	30%
Resource materials for intervention	75%	25%	

Integrating Funds

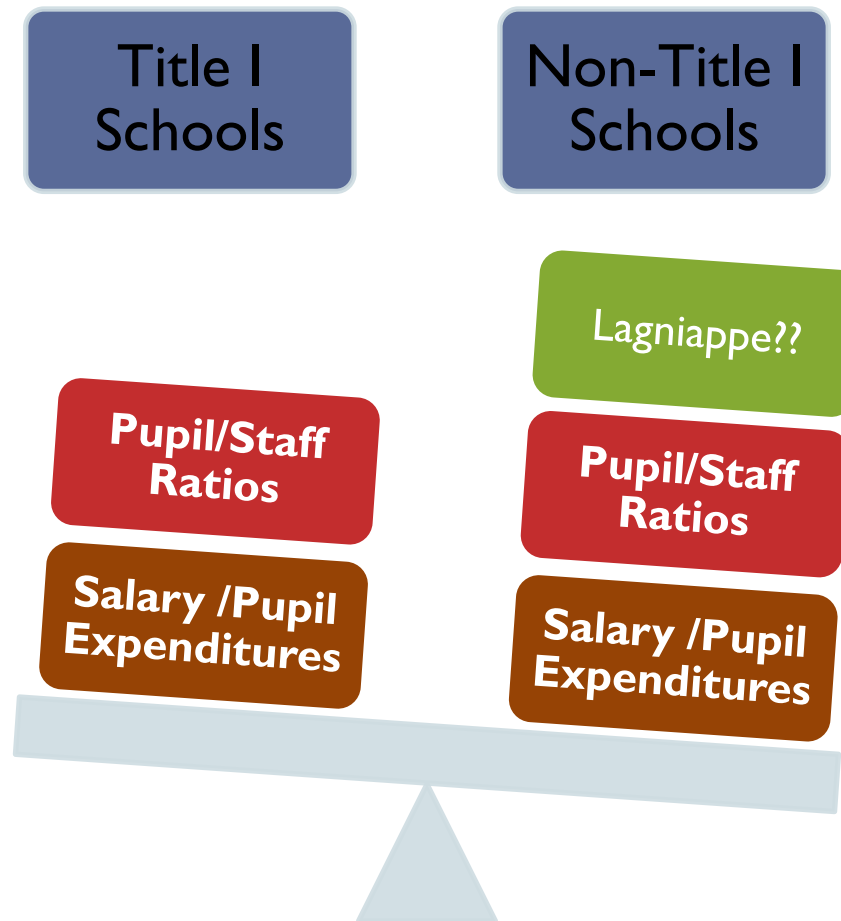
- http://www.louisianaschools.net/topics/fiscal_model_training.html

Implementing the Requirements



Implementing the Requirements

Comparability





Implementing the Requirements

Comparability

Not affected by declining budgets



Implementing the Requirements

Supplement Not Supplant

Federal funds must be used to supplement and in no case supplant (federal), state, and local resources



Implementing the Requirements

Supplement Not Supplant

Key question –

What would have happened in the absence
of the federal funds?

Implementing the Requirements

Supplement Not Supplant

Auditors' tests for supplanting

OMB Circular A-133

Compliance Supplement

Implementing the Requirements

Supplement Not Supplant

Presume supplanting if:

Federally funded services were provided with non-federal funds in the prior year

Federal funds used to provide services that are required to be made available under other federal, state, or local laws

Title I funds are used to provide services to Title I students and the same service is provided to non-Title I students using non-Title I funds

Implementing the Requirements

Supplement Not Supplant

Presumption Rebutted!

- If the SEA or LEA demonstrates it would not have provided services if the federal funds were not available
- No non-federal resources available this year

Implementing the Requirements

Supplement Not Supplant

Document! Document! Document!

If it's not documented, it didn't happen.

Implementing the Requirements

Supplement Not Supplant

What documentation is needed?

- Fiscal or programmatic documentation to confirm that, in the absence of federal funds, the service/position would have been eliminated
- State or local legislative action
- Budget histories/information

Implementing the Requirements

Supplement Not Supplant

Must show:

- Actual reduction in state or local funds
- Decision to eliminate service/position was made without regard to availability of federal funds



Implementing the Requirements

Supplement not Supplant

Not greatly affected
by declining budgets

Implementing the Requirements

Supplement not Supplant

Example:

- Prior year - state provides funds for reading coaches
- Current year – state cuts funding for coaches
- LEA wants to continue providing reading coach with Title I funds

Implementing the Requirements

Supplement not Supplant

Must document:

- State cut program
- LEA does not have uncommitted funds available in operating budget to pick up
- LEA would cut program w/o federal funds
- Expense is allowable under Title I

Implementing the Requirements

Supplement not Supplant

Schoolwide program:

- Title I must supplement the amount of funds that would, in the absence of Title I, be made available from non-federal sources
- The actual service need not be supplemental



Implementing the Requirements

Maintenance of Effort

Most directly affected
by declining budgets

Implementing the Requirements

Maintenance of Effort

NCLB Rule –

combined fiscal effort per student or the aggregate expenditures of the LEA must not be less than 90% of the second preceding fiscal year

Implementing the Requirements

Maintenance of Effort

Federal Funds First Available	Current State Fiscal Year	Preceding State Fiscal Year	Second Preceding State Fiscal Year
July 1, 2011 (Federal fiscal year 2011 that begins on October 1, 2010)	2011 (begins on July 1, 2010)	2010 (begins on July 1, 2009)	2009 (begins on July 1, 2008)

Implementing the Requirements Maintenance of Effort

In addition to Title I, Part A, the maintenance of effort (MOE) requirement of section 9521 apply to the following ESEA programs—

- Title I, Part B, Subpart 3, Even Start;
- Title I, Part D, Prevention and Intervention Programs for Children and Youth who are Neglected, Delinquent, or At-Risk;
- Title I, Part F, Comprehensive School Reform;
- Title II, Part A, Improving Teacher Quality State Grants;
- Title II, Part D, Educational Technology State Grants;
- Title III, Part A, English Acquisition State Grants;
- Title IV, Part A, Safe and Drug-Free Schools and Communities;
- Title IV, Part B, 21st Century Learning Centers; and
- Title VI, Part B, Subpart 2, Rural Education.

Implementing the Requirements

Maintenance of Effort

- Failure under NCLB
 - SEA must reduce amount of allocation in the exact proportion by which the LEA fails to maintain its efforts below the required 90%
 - Reduce **all** applicable NCLB programs, not just Title I

Implementing the Requirements

Maintenance of Effort

- Waiver – USDE may waive if:
 - Exceptional or uncontrollable circumstances such as a natural disaster
or
 - Precipitous decline in financial resources of the LEA

Implementing the Requirements

Maintenance of Effort

IDEA Rule –

Applicable at state and local levels

Measures only expenditures for Special
Education

Implementing the Requirements

Maintenance of Effort

- Compare current year to prior
- Failure under IDEA
 - Reduction as with NCLB
 - Waiver applicable for state only

Implementing the Requirements

Maintenance of Effort

- Flexibility
 - 50% increase over prior year
 - Treat as local for MOE only
 - Funds remain federal for allowable costs

Increased Monitoring

- Multiple Levels of Oversight
 - RAT = Recovery Accountability and Transparency Board
 - GAO = General Accountability Office
 - ED/OIG = Office of Inspector General Audit/Investigation
 - A-133 Auditor
 - ED Program Monitoring
 - State “Pass Through” Monitoring

Increased Monitoring

- Desk audit procedures—
 - SDE notifies district in writing of planned audit via confirmation letter
 - SDE provides:
 - Internal Controls Checklist
 - Fiscal Monitoring Tool
 - Fiscal Monitoring PowerPoint Presentation
 - Desk Audit Instructional
 - Expenditure Samples

Increased Monitoring

- District must submit:
 - Chart of accounts
 - Fixed asset policy
 - Travel policy
 - Procurement policy
 - Salary schedule (including substitute pay rates)
 - Documents to support reimbursed costs

Increased Monitoring

- Documents to support reimbursed costs include:
 - Program staffing lists
 - Payroll records
 - OMB A-87 Time and Effort Reports (PARS)
 - Personnel files
 - Purchase requisitions or contracts
 - Purchase orders
 - Vendor invoices
 - Cancelled checks
 - Other supporting documents

Increased Monitoring

- Helpful hints—
 - Meet with fiscal staff and assign roles/responsibilities
 - Communicate with program staff
 - Review entire sample listing and request any additional documentation not readily available
 - Upload all documentation to a central location
 - Keep a running list of outstanding documentation
 - Assign someone to review audit package prior to submission

Issues and Concerns

- EGMS changes/update
- Recent Audit findings
- Providing services to private schools under Title IX

Issues and Concerns

EGMS changes/update

- Application split into 2 phases
 - Program Phase
 - SPW and Required Plans
 - Budget Phase

Issues and Concerns

EGMS changes/update

- SPW
 - Performance indicators linked to LDOE's 9 critical goals
 - Select appropriate/relevant critical goals for each activity detailed in SPW

Issues and Concerns

EGMS changes/update

- Budget
 - Cannot be submitted before the new plan section/phase
 - Consistency check verifies submission
 - If plan has been submitted at least once, consistency can be passed

Issues and Concerns

EGMS changes/update

- Budget detail
 - Object code 895 used for all private school expenditures
 - File upload added to detail page
 - Provide supporting documentation
 - i.e. job descriptions
- Identify SPW for each expenditure
 - Title I, II, and VI

Issues and Concerns

Sidebar

Refreshments for Title I and Title II are allowable

- Professional development
(before or after regular work hours)
- Parental Involvement

Refreshments shall not exceed \$4.50/person, per morning and/or afternoon sessions. A mandated gratuity may be added if refreshments are being catered.

Issues and Concerns

EGMS changes/update

- Title I Targeting pages
 - Default date for student count – February 1, 2011
- Private school consultation
 - Equitable services amounts will be pre-populated from Targeting Step 4 page

Issues and Concerns

EGMS changes/update

- Title II
 - CSR – ??
 - Follow current guidelines until reauthorization

- REAP now included in EGMS
 - Slotted in place of Title IV

Issues and Concerns

EGMS changes/update

- Application release (tentative)
 - Phase I – April 4
 - Phase II – May 9
- Deadlines
 - Phase I – May 2
 - Application – June 1

To receive substantially approved status, ALL e-grant applications must be submitted to LDOE by June 30

Issues and Concerns

Recent Audit Findings

- The Significant Seven Pervasive Findings
 - 1) Personnel costs unallowable – not allocable to grant
 - 2) Personnel costs unallowable because of inadequately documented time and effort certifications – **The most dominant issue in audits and law firm cases!**

Issues and Concerns

Recent Audit Findings

- 3) Non-personnel costs unallowable – unnecessary or unreasonable
- 4) Non-personnel costs unallowable because contracts were missing required elements, were unfulfilled, or were not approved – did not follow district policies

Issues and Concerns

Recent Audit Findings

- 5) Non-personnel costs unallowable because of inadequate and inaccurate supporting documentation
- 6) Improper inventory controls resulting in unaccounted for property
- 7) **Supplanting**



EQUITABLE SERVICES:
Title IX, Part E
Subpart I – private schools
non-regulatory guidance

Title IX Statutes, Guidance & Resources

- Title IX, Uniform Provisions: Sec. 9501-9504
 - <http://www2.ed.gov/policy/elsec/leg/esea02/pg107.html>
- Non-Regulatory Guidance
 - http://www2.ed.gov/policy/elsec/guid/equitable_serguidance.doc

No Child Left Behind Act of 2001 Equitable Services

General Rule:

- LEA must provide equitable services and benefits to eligible private school students, teachers, and other educational personnel, and parents/families.
- These services are provided to students and teachers, not the private schools.

No Child Left Behind Act of 2001 Equitable Services

Programs:

- 12 major ESEA programs are required to provide equitable services
- Title IX, Part E, Subpart I of ESEA guidance pertains to 9 of the 12 programs
- Other 3 programs have their own separate equitable participation requirements and are **not** subject to Title IX

Programs covered by Title IX, Part E, Subpart I Non-Regulatory Guidance

- Reading First (Title I, B-1)
- Even Start Family Literacy (Title I, B-3)
- Education of Migratory Children (Title I, C)
- Teacher and Principal Training and Recruiting Fund (Title II, A) *
- Mathematics and Science Partnership (Title II, B)
- Enhancing Education through Technology (Title II, D)
- English Language Acquisition, Language Enhancement, and Academic Achievement (Title III, A)
- Safe and Drug-Free Schools and Communities (Title IV, A)
- 21st Century Community Learning Centers (CCLC) (Title IV, B)

Additional Discretionary Grants governed by the above listed authorities

- Migrant Education Even Start (Title I, B-3)
- Indian Tribal Even Start (Title I, B-3)
- School Leadership (Title II, A-5)
- Native American & Alaska Native Children in School Program (Title III, A)
- National Professional Development Program (Title III, A)
- Safe & Drug-Free Schools and Communities (Title IV, A)
 - Safe/ Schools/Healthy Students Initiative
 - Grants to Reduce Alcohol Abuse
 - Readiness & Emergency Management in Schools Grants (REMS)
 - Mentoring Programs
 - Grants for School-Based Student Drug-Testing Programs
 - Programs for Native Hawaiians

3 NCLB/ESEA Programs not covered by Title IX, Part E, Subpart I Guidance

- Improving Basic Programs Operated by LEA's (Title I, A)
- Innovative Programs (Title V, A)
- Gifted and Talented Students (Title V, D)

IDEA Equitable Services

- http://www2.ed.gov/admins/lead/speced/private_schools/index.html

Who is Eligible for Title IX Services?

Students who are enrolled in private nonprofit elementary and secondary schools that are:

- located in areas served by an LEA are eligible to receive services
- meet specific eligibility / participation criteria of given program

A student's residency is not a factor, even if a student resides in a state that is different from the state in which the private school is located.



Establishes Positive
and Productive
Working
Relationships



Planning Effective



Successful
Consultation



Servicing the
Needs of the
Eligible Students

Consultation

- Who is responsible?
 - The LEA should make contact first.
 - The LEA makes contact with the private school officials representing all private schools located within the parishes boundaries.
 - The private school officials can provide the LEA with all or some of the names of the private schools who should be considered in the consultation process depending on the nature of the funding.

Consultation

- Timely
 - Consultation begins **before** the LEA makes any decisions!
- Meaningful
 - All parties should be provided the opportunity to express their views
 - Views should be seriously considered
 - Discuss viable options

Title IX, § 9501(c)(1)

Consultation must include

- How the children's needs will be identified
- What services will be offered
- How, where, and by whom the services will be provided
- How the services will be assessed and how the results of the assessment will be used to improve services
- The size and scope of services
- How and when the LEA will make the decisions about the delivery of services
- Amount of funds available for services

Consultation documentation

- Retain documentation that shows:
 - Informed private school officials of available federal programs
 - Engaged in timely and meaningful consultation
 - Identified private schools' needs
 - Allocated sufficient funds for private schools
 - Provided equitable services and benefits
 - Evaluated programs and services for effectiveness
 - Adequately addressed problems & complaints

Disagreement

- Third Party Providers
 - LEA chooses not to allow the use of a Third Party Provider
 - § 9501 (c) (2) of ESEA requires the LEA to provide “written explanation of the reason”
 - Provide reasons for decision



Expenditures

“The LEA must always maintain control of the programs funds as well as title to all materials, equipment, and property purchased with federal funds.”

Equal Expenditures

- Many LEAs calculate equal expenditures strictly on the basis of the relative enrollments of public and private school students
 - NOT REQUIRED
 - This is assuming the #'s accurately reflect the relative needs of students and teachers in public and private schools.

Administrative Costs

Off the top!!

- BEFORE public and private school allocation are calculated

**Allowable
expenditures
off the top**

- Administrative cost
- Indirect costs (when allowable)
- A third party provider's fee or profit

May an LEA reimburse a private school?

- NO!!!
 - The LEA must obligate, expend, and purchase with federal funds on behalf of the private school students and teachers.
- LEA may use federal funds to reimburse an individual private school teacher, administrator, or other education personnel for PD and travel.
 - This must be pre-approved by the LEA as long as it meets the reasonable and necessary cost principles of OMB Circular A-87

Carryover

- If the LEA does not use all funds designated for service to private school students, how is money treated? **IT DEPENDS**
 - If LEA provided equitable services in first year...
 - Then carryover funds revert to regular program pot.
 - If LEA did not provide equitable services,
 - Then must earmark funds for services to private school students in the carryover year.
 - Use in Year 2, in addition to entire amount of new allocation.
 - **EITHER WAY:** Funds remain in control of LEA.

Delivery of Services

**Directly from
LEA**

**Approved
third party
provider**

**May be on-
site at private
school**

**Benefits the
students, not
private school**

**LEA controls
finances**

Timing of Services

- To begin at same time as public program
- If not »»» LEA should provide additional services during the remainder of the year and carryover any unspent funds

Section J. Resources, Page 20

- Federal Resources and Guidance (website listings)
- Before Getting Started to Provide Equitable Services
- Sample General Consultation Timeline
- Sample Consultation Timeline
- Sample Consultation Checklist for LEA's
- Sample Consultation Meeting Attendance Sign-In Sheet
- Sample Private School Consultation Meeting Agenda
- Sample Needs Assessment and Program Development Plan
- Sample Private School Consultation Meeting Log
- Sample Private School Consultation Planning Sheet
- Sample Intent to Participate Form
- Superintendent's Nonpublic Schools Workgroup
- Sample Consultation Checklist for Private School Officials
- Sample Funding Allocations for Services Notification Form
- Sample ESEA Programs Complaint Procedures for Private Schools

RESOURCES

- LDOE Fiscal Model Training Module
- Title I Fiscal Issues – February 2008
- Brustein and Manasevit Grants Management Forums 2009 and 2010
- OMB Circular A-133/Compliance Supplement
- “e-GMS Consolidated Application Changes” March 10, 2011 presented by LDOE
- OMB Circular A-87
- Title IX Part E Subpart I – Private Schools

LaFon Ortis

Lafourche Parish School Board

985-435-4626

lortis@lafourche.k12.la.us

Amanda Granier

Lafourche Parish School Board

985-435-4628

agranier@lafourche.k12.la.us

Stephen Flanders

DeSoto Parish School Board

318-872-2836

sflanders@desotopsb.com