

# Finance Facts

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Office of Federal and State Accountability

# Aligning Funding Sources to Meet Needs - Same Targeted Goal

- Foundational Concept - Comprehensive Needs Assessment - Data Review, Collection and Root Cause Analysis
- Logic Models - Inputs, Activities, Benchmarks, Short-Term Outcomes, Long-Term Outcomes
- Collaboration across multiple federal programs
- Coordination of resources to meet aligned needs of students, teachers, and parents served by programs - understanding program purposes and allowability



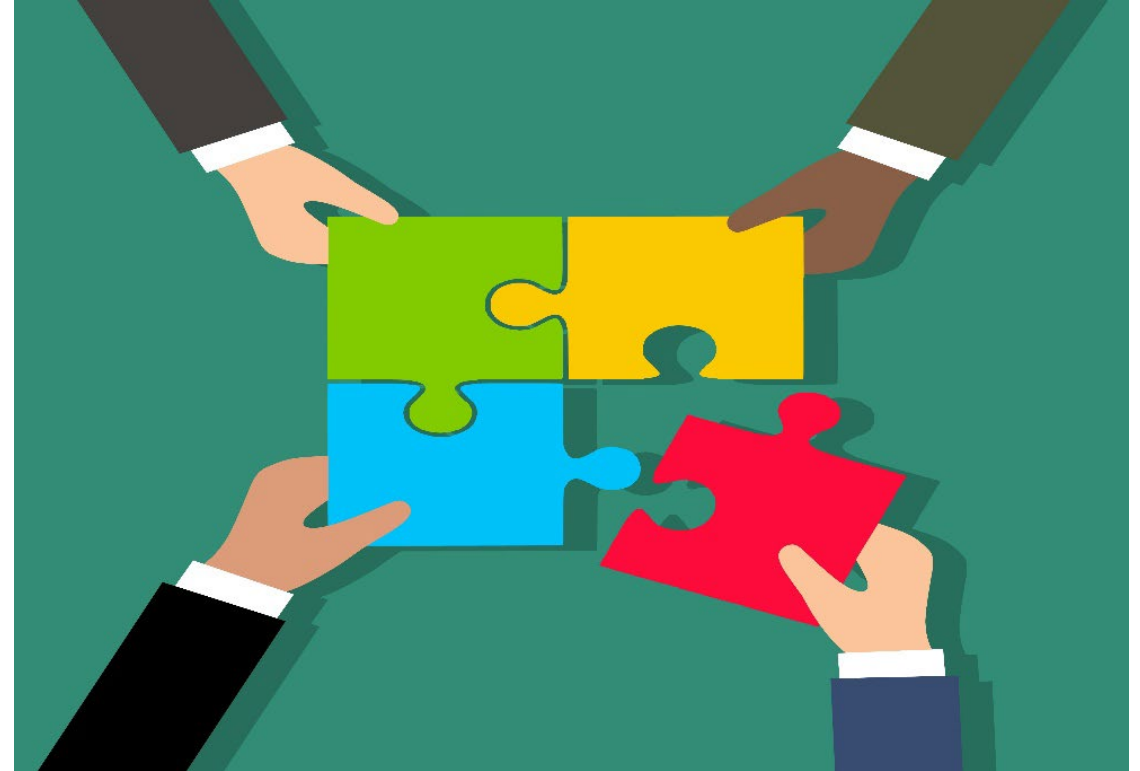
# Resources

- [Program Funding](#)
- [Allowable Use of Funds](#)

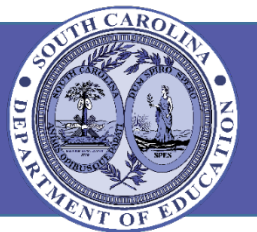


# “Fund your plan, rather than plan your funds.”

- Math Supports
- Reading Interventions
- PBIS
- Community Engagement



# Application Expectations



# Escalation Model

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Thirty days prior to submission deadline:	Two weeks before submission deadline:	One week after submission deadline or extension deadline:	Two weeks after submission deadline or extension deadline:	One week after 1st level of escalation:	Two weeks after 1st level of escalation:
Team Lead provides deadline reminder to Federal Programs Point of Contact in District.	Program Manager contacts District Program Coordinator to determine if assistance is needed.	Program Manager contacts District Program Coordinator to determine if an extension or assistance is needed.	1st Level - Escalate to Team Leader to make contact with the District Program Coordinator or District Program Coordinator's next level.	Director apprises Deputy Superintendent. The district's risk assessment rating is negatively affected for failure to adhere to timely submission of federal program application.	2nd Level - Deputy Superintendent or State Superintendent contacts District Superintendent.



# Claiming Expectations Update



# Claiming Expectations Year 1

Grant	Claiming Percentage Expectation/ Target Y1/Q1 (July 1 - Sept 30)	Claiming Percentage Expectation/ Target Y1/Q2 (Oct 1 - Dec 31)	Claiming Percentage Expectation/ Target Y1/Q3 (Jan 1- March 31)	Claiming Percentage Expectation/ Target Y1/Q4 (April 1 - June 30)
<b>Deadline</b>	Deadline for Claiming - November 15	Deadline for Claiming - February 15	Deadline for Claiming - May 15	Fiscal Year End Deadline for Claiming - August 15
<b>Title I</b>	-	40%	60%	85%
<b>Title II</b>	-	15%	30%	50%
<b>Title IV</b>	-	15%	30%	50%
<b>Title V</b>	-	-	35%	50%





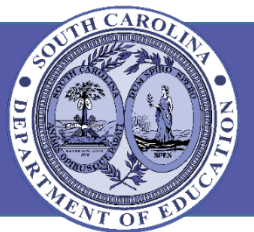
# Claiming Expectations Year 2

Grant	Claiming Percentage Expectation/ Target Y2/Q1 (July 1 - Sept 30)	Claiming Percentage Expectation/ Target Y2/Q2 (Oct 1 - Dec 31)	Claiming Percentage Expectation/ Target Y2/Q3 (Jan 1- March 31)	Claiming Percentage Expectation/ Target Y2/Q4 (April 1 - June 30)
<b>Deadline</b>	Deadline for Claiming - November 15	Deadline for Claiming - February 15	Deadline for Claiming - May 15	Fiscal Year End Deadline for Claiming - August 15; Grant Closing Deadline for Claiming - December 30
<b>Title I</b>	85%	90%	95%	100%
<b>Title II</b>	60%	75%	90%	100%
<b>Title IV</b>	60%	75%	90%	100%
<b>Title V</b>	60%	75%	90%	100%



# Claiming Expectation Emails

- OFSA will track claims quarterly.
- Districts that have not met their quarterly claiming criteria will receive an email from OFSA stating:
  - The district has not submitted claims for this quarter,
  - The district has claimed less than [\_\_]% of the total subgrant award, or
  - The district has met the claiming expectation for this quarter.
- Patterns are tracked to ensure funding is expended.
- Districts will receive these emails from Sharay Mosley.



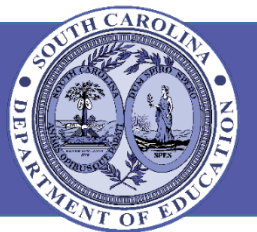
# Claiming Deadline Reminder

- It is imperative that districts submit quarterly claims. Submitting timely claims is not only a good fiscal practice but can save from problems at the end of a grant. Claims will be tracked on a quarterly basis.
- The GAPS system shuts down automatically on Aug 15. OFSA has no power over this automatic shut down.

Reporting Period	Deadline for submitting claims
July 1 – Sept 30	November 15
Oct – Dec 31	February 15
Jan 1 – March 31	May 15
April 1 – June 30	August 15



# GRANT AWARD NOTIFICATION REMINDERS



# Updates/Important Areas in a GAN

D. Reimbursements will be based upon receipt of expenditure reports that will be accepted monthly but must be *received at least quarterly through the grants accounting processing system {GAPS}*. ***Goods and/or services received by the end of each quarter should be invoiced, paid, and claimed within 45 days after the close of the quarter.*** Goods and/or services must be received within the quarter to be claimed for that quarter.

E. In accordance with generally accepted accounting principles {GAAP}, all expenditure reports for funds spent by the end of the fiscal year, June 30, each year, are due to the SCDE by August 15, that year. Goods and/or services received by June 30, each year, must be invoiced, paid, and claimed by August 15, each year. No exceptions.

F. All funds must be fully obligated by the project end date of September 30, 2024. ***The final expenditure report is due to the SCDE by December 30, 2024.*** All goods and/or services must be received, paid, and claimed by December 30, 2024. No exceptions.



# Unique Entity Identifier

- The Office of Management and Budget (OMB) directed federal agencies to complete their transition to the UEI no later than April 4, 2022.
- GANS will no longer have a DUNS number listed; they will now have a Unique Entity Identifier (UEI).
  - 4. Subgrantee Unique Identifier (UEI#):  
0093882488  
Subgrant Code: 0160
- These UEIs will be automatically provided if the SAM.gov registration is up-to-date.
- If the district's registration is not up-to-date, must re-up SAM.gov registration to continue as a subgrantee.



# DE-OBLIGATION LETTERS



# What are De-obligation Letters?

- De-obligation letters are generated by the Consolidated Finance and Applications Team notifying districts of unclaimed funds.
- At the end of each grant close-out 2-yr cycle, the Grants Accounting Office verifies any unclaimed funding.
- De-obligation letters are sent to districts' superintendents informing them of unspent funds. This letter also contains futuristic claiming expectations. Superintendents will soon receive de-obligation letters for the 20 and 21 grants.
- Districts are requested to sign the letter(s) acknowledging unclaimed funds and return the letter via email or postage.





# QUESTIONS



# Contact Information

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