Ohio Department of Education

CCIP Note #274

Keywords: Project Cash Requests
Attention: Superintendents, Treasurers, and Consolidated Application Contacts
Summary: Enhancements to the Project Cash Request (PCR): Attachment functionality and PCR Automatic Approval

FYI

PCR Attachment Functionality

Superintendents, Treasurers, and Consolidated Application Contacts

Earlier this month, a new feature was added to the PCR process that allows LEAs to attach necessary documentation to PCRs. For instructions on this new enhancement, please click here:
https://ccip.ode.state.oh.us/DocumentLibrary/ViewDocument.aspx?DocumentKey=78017

FYI

PCR Automatic Approval

Superintendents, Treasurers, and Consolidated Application Contacts

Annually the Office of Grants Management processes over 40,000 PCRs. After some analysis and feedback about the PCR process, we've determined that more than 40% of the PCRs represent those that are at or below the 10% threshold. To create more efficiency in the process and alleviate some processing pressure, we have made modifications to the PCR process. Added to the CCIP are new validations to take into consideration the amount of request, cash on hand and the date of submission. When submitted, if all three validations are met, then the PCR is automatically Grants Management approved and the PCR moves to fiscal for approval. To satisfy monitoring requirements, Grants Management randomly selects samples of Automatic Approval PCRs for review.

The newly added validation process bypasses the Grants Management consultant and goes directly to fiscal for payment, when the three validations are met. Please note the date of submission is important due to cash management requirements. If you submit an "advance" PCR after the 22st of the month it will meet the date validation. If only submitting a PCR for reimbursement the date of submission should not be an issue. If submission has both (advance and reimbursement) validations will default to the advance validation. **Rule of Practice: Submit PCR after the 22nd of the month for Automatic Approval validation to apply.**

If you should have any questions please feel free to e-mail, Brian Jones, Director of Grants Management, at brian.jones@ode.state.oh.us.