CCIP Note #551

Re: Consolidated ESEA Grants Additional Allocations and End-of-Year Reminders
Date: May 13, 2024
To: Superintendents, Treasurers, Authorized Representatives, Fiscal Representatives and Consolidated Funding Application Contacts of Public Districts, Community Schools, ESCs, Boards of Developmental Disabilities and Independent STEM Schools

ADDITIONAL ALLOCATIONS
The Department of Education and Workforce (the Department) is pleased to announce additional allocation amounts for eligible Local Education Agencies (LEAs) for certain Elementary and Secondary Education Act (ESEA) grants within the Consolidated application. The Consolidated grants in which an LEA may have a reallocation include Title I-A, Title I-C, Title I-D, Title II-A, Title III, Title IV-A, and Title V-B. The additional allocation amounts are made up of prior year funds that were not expended by LEAs and were forfeited on the Final Expenditure Report (FER). The additional amounts are set to expire on September 30, 2024. As a result, LEAs that receive additional funds should revise their Fiscal Year 2024 (FY24) Consolidated application accordingly to budget the funds.

The additional allocation amounts will load for eligible LEAs in the coming days. LEAs should review the Consolidated application, Allocations page in the Comprehensive Continuous Improvement Plan (CCIP). If the LEA received an additional allocation amount, the LEA should submit a revision to budget the remaining amount. Please note, these additional funds do not impact the existing equitable service amounts. If you have questions or need assistance to submit a budget revision, please contact your Federal Programs specialist from the CCIP Address Book.

REMINDER ABOUT SUMMER EXTENSION REQUESTS
LEAs wishing to use federal funds for costs associated with supplemental programming for the summer months (July 1st to September 30th) according to their FY24 Consolidated application budget and plan may submit a summer extension request. In other words, the state fiscal year ends on June 30th, but a summer extension request allows for the eligible costs during the summer to be accredited to the state fiscal year ending on June 30th.

Any summer expenditures reported under this request must be included on the LEA's FY24 Final Expenditure Report (FER) that is due September 30th. To submit a Summer Extension Request, an LEA must enter a History Log comment containing the following information:

A.) The grants for which they are requesting the summer extension
B.) The specific dates they are requesting beyond July 1st for the extension.
C.) The reason they are requesting their summer extension and specific uses for their summer programming.

D.) An assurance that the LEA will complete their FER by September 30th. LEAs should receive a History Log reply from their assigned Federal Programs consultant indicating they have received the request and whether it has been approved or if additional information is requested.

BUDGET REVISION DEADLINE

All FY24 budget revisions should have a CCIP status of Authorized Representative Approved by Friday, June 14, 2024.

PROJECT CASH REQUEST (PCR) SYSTEM DATES

The state's accounting system will stop processing payments in mid-June for its annual fiscal year-end closing procedures. Therefore, the Ohio Department of Education and Workforce must adjust its timetable for approving project cash requests. To ensure timely payment, submit project cash requests to the Office of Grants Management by 12 p.m., Friday, June 14, 2024. Funds can be requested to cover allowable expenses already incurred, as well as advance funds to cover FY24 expenses that will be paid through July 15, 2024. Cash management guidelines normally requiring advance funds to be liquidated within five business days of receipt are temporarily relaxed during this time frame. However, please note that advance funds must be fully liquidated in accordance with the dates indicated on the project cash request. Having unspent funds after the time frame specified on the cash request constitutes a violation of cash management guidelines and may result in an audit finding. For more information, see the May 2024 Treasurer's Newsletter here.

FINAL EXPENDITURE REPORT (FER) OPEN DATE

The CCIP will open for Final Expenditure Report submissions on July 1, 2024, for FY24. FERs for the Consolidated application are due by September 30, 2024.

If you have any questions, please contact your Federal Programs specialist from the CCIP Address Book.