WYOMING DEPARTMENT OF EDUCATION

Periodic Expenditure Report (PER) and Final Expenditure Report (FER) Guidelines

Diana Thompson

8/9/2010







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Click on View Cash	eb/Payments/PaymentSummary.aspx	✓ I I I	× G	ioogle	
Requests/Expenditure					
Reports button.			🟠 •	5 - 6	• 🔂 <u>P</u> age • 🍈
	View Cash Requests/Expenditure Reports				

Payment Summary as of 7/29/2010

	TitleIA S	Schoolwide	TitleIC	TitleID	TitleIIA	TitleIID	-TitleIII ELL	TitleIII- Immigrant	TitleIVA	TitleVA	IDEA-611	IDEA- 619
Current Grant Year Allocation	\$1,469,406	\$0	\$0	\$68,753	\$628,831	\$31,458	\$13,313	\$0	\$39,179	\$0	\$1,086,422	\$8,832 \$
(+/-) Adjustments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(+/-) Consortiums	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(+/-) Transfers	(\$920,643)	\$920,643	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funds Available	\$548,763	\$920,643	\$0	\$68,753	\$628,831	\$31,458	\$13,313	\$0	\$39,179	\$0	\$1,086,422	\$8,832 \$
Approved Budget Amendment 2	\$548,763	\$920,643	\$0	\$68,753	\$628,831	\$31,458	\$13,313	\$0	\$39,179	\$0	\$1,086,422	\$8,832 \$
Anticipated Payments												
Auto-Scheduled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Requests	\$548,763	\$920,643	\$0	\$68,753	\$628,831	\$31,458	\$13,313	\$0	\$39,179	\$0	\$1,086,422	\$8,832 \$
Total	\$548,763	\$920,643	\$0	\$68,753	\$628,831	\$31,458	\$13,313	\$0	\$39,179	\$0	\$1,086,422	\$8,832 \$
Pending Payments												
Auto-Scheduled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Approved Cash Requests	\$35,520	\$114,350	\$0	\$0	\$64,240	\$0	\$0	\$0	\$21,835	\$0	\$108,650	\$0
Total	\$35,520	\$114,350	\$0	\$0	\$64,240	\$0	\$0	\$0	\$21,835	\$0	\$108,650	\$0
Completed Payments												
Auto-Scheduled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Requests	\$405,718	\$714,839	\$0	\$52,720	\$468,497	\$21,600	\$9,933	\$0	\$6,500	\$0	\$635,052	\$8,832
Total	\$405,718	\$714,839	\$0	\$52,720	\$468,497	\$21,600	\$9,933	\$0	\$6,500	\$0	\$635,052	\$8,832
Remaining Payments												
Auto-Scheduled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Requests	\$107,525	\$91,454	\$0	\$16,033	\$96,094	\$9,858	\$3,380	\$0	\$10,844	\$0	\$342,720	\$0
Total	\$107,525	\$91,454	\$0	\$16,033	\$96,094	\$9,858	\$3,380	\$0	\$10,844	\$0	\$342,720	\$0



If you are not configured for email, you can call or write the Wyoming Department of Education.

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	Wyoming Department of Education Click on Funding	Tab.	
Applicant Na		Application Sections Consolidated Application	
Application:	2008-2009 Amendment 1	Printer-Friendly Click to Return to Organization Select	: 🗖
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The application This page has Overview Consolidate	has been submitted. No more updates will be saved from application. been marked Final by the state agency. You must contact the agency to have it unlocked if legitimate changes are need Contact Funding Program Required Assurance Information Funding Detail Documents_Checklist Agreement d Grant Application	eded. Submit Application Page_Lock Amendment History Control Description	1
Programs:	Title I, Part A - Basic		Ξ
	Title I-A - Schoolwide		
	Title I-C - Migrant Education		
	Title I-D Subpart 2, Neglected and Delinquent		
	Title II, Part A - Improving Teacher Quality		
	Title II, Part D - Enhancing Education Through Technology		
	Title III - English Language Acquisition		
	Title III - Immigrant Education		
	Title IV, Part A - Safe and Drug-Free Schools and Communities		
	Title V, Part A - Innovative Programs		
	Individuals with Disabilities Education Act (IDEA) - Part B 611		
	Individuals with Disabilities Education Act (IDEA) - Part B 619 Preschool		
	Carl D. Perkins Career and Technical Education Act of 2006, Title I		
Purpose:	The NCLB Act, signed into law on January 8, 2002, requires that all children have a fair, equal, and significant opportu minimum, proficiency on challenging state academic achievement standards and state academic assessments.	unity to obtain a high-quality education and reach, at a	
	The IDEA Act of 2004 -To assist local eduation agencies in providing special education and related services to IDEA - 6	Eligible children with disabilities.	
	Career and Technical Education is an organized instructional program that provides integrated academic and technical students for employment, continuing education, and a career. The funds to support this goal are provided through Title Education Act of 2006.	al curriculum to prepare secondary/post secondary le I of the Carl D. Perkins Career and Technical	
	To assist local education agencies in providing special education and related services to IDEA –Eligible children with di- Reauthorization include:	lisabilities. The four main themes of the IDEA	
	 (A) To ensure that all children with disabilities have available free, appropriate public education that emphasiz meet their unique needs and prepare them for further education, employment, and independent living. 	izes special education and related services designed to 8/9/2010	~
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Allocations											J	Insti
The application ha This page has been n	s been appro narked Final by	y ite agency. Yo	ites will be ou must cont	saved for the	he applicat y to have it	tion. unlocked	gitimate cl	nanges are	needed.			
	TitleIA	s olwide TitleIC	TitleID	TitleIIA	TitleIID	Tit ¹ AII- CLL	TitleIII- Immigrant	TitleIVA	TitleVA	IDEA-611	IDEA- 619	Pe
Current Year Fund	s											
Allocation	\$5,042,593	\$0	\$401,844	\$1,896,910	\$105,860	\$21,885	\$1,340	\$151,777	\$0	\$3,039,701	\$13,070	\$3
ReAllocated (+)	\$0	\$0	\$0	\$0	\$138	\$0	\$94	\$0	\$0	\$0	\$0	
Released (-)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Current Year Funds	\$5,042,593	\$0	\$401,844	\$1,896,910	\$105,998	\$21,885	\$1,434	\$151,777	\$0	\$3,039,701	\$13,070	\$3
Prior Year(s) Fund	s											
Carryover (+)	\$750,174	\$0	\$8,096	\$692,809	\$196	\$4,182	\$0	\$0	\$40,904	\$266,800	\$0	
ReAllocated (+)	\$0	\$0	\$0	\$0	\$0	\$0	\$276	\$0	\$0	\$0	\$0	
Total Prior Year (s) Funds	\$750,174	\$0	\$8,096	\$692,809	\$196	\$4,182	\$276	\$0	\$40,904	\$266,800	\$0	
Sub Total	\$5,792,767	\$0	\$409,940	\$2,589,719	\$106,194	\$26,067	\$1,710	\$151,777	\$40,904	\$3,306,501	\$13,070	\$3
Multi-District												
Transfer In (+)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Transfer Out (-)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Administrative Agent	·		·	·				·	·	·	·	
Adjusted Sub Total	\$5,792,767	\$0	\$409,940	\$2,589,719	\$106,194	<u>\$26,067</u>	\$1,710	\$151,777	\$40,904	\$3,306,501	\$13,070	\$3

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Funds Available for	TitleTA	Schoolwide	TitleIC	TitleID	TitleTTA	TitleIID	TitleIII-	TitleIII-	TitleTVA	TitleVA	IDEA-611	TDFA-619	Perkins
Transfer/Flex	0%	0%	0%	0%	30%	30%	ELL 0%	Immigrant	30%	30%	0%	0%	0%
Current Year	\$0	0.70	\$0	\$0	\$569,073	\$31,799	\$0	\$0	\$45,533	\$0	\$0	\$0	\$0
Cap for Carryover					\$532,971	\$196				\$14,092			
Total Available for Transfer/Flex	\$0		\$ 0	\$0	\$1,102,044	\$31,995	\$0	\$0	\$45,533	\$14,092	\$0	\$0	\$0
From TitleIIA (+)	0		0	0		0			0	33000			
From TitleIID (+)	0		0	0	0				0	0			
From TitleIVA (+)	0		0	0	0	0				0			
From TitleVA (+)	0		0	0	0	0			0				
Total Transfer/Flex	\$0		\$0	\$0	(\$33,000)	\$0	\$0	\$0	\$0	\$33,000	\$0	\$0	\$0
will be available for budgeting u or equal to the sum of Attendar Amount Available for Transfer To School Wide (-)	inder the Schoolw nce Area Allocatio \$5,042,593 3030145	vide program. Th ns for each scho	e Title I an ol marked \$0	nount transfe Schoolwide (\$ \$0	rred to Schoolwig SWP). \$2,556,719	de will be edit \$106,194 0	ed against am \$0	ounts entered on T \$0	argeting Step \$151,777 0	4. The Title \$40,904	I transfer amou \$3,039,701	ınt must be gı \$0	eater than \$0
Funds not applied for (SEA may reallocate funds to or Current Year Funds Prior Year Funds	ther grantees)												
Net Adjustment	(\$3,030,145)	\$3,030,145	\$0	\$0	(\$33,000)	\$0	\$0	\$0	\$0	\$33,000	\$0	\$0	\$0
Total Available for Budgeting	62 012 449	62 020 14E	¢0	¢400.040	¢3 556 710	\$106,194	\$25,804	\$1,340	\$151,777	\$73,904	\$3,039,701	\$13,070	\$355,405
	TitleIA	Schoolwide	TitleIC	TitleID	TitleIIA	TitleIID	TitleIII- ELL	T:+leIII-	TitleIVA	TitleVA	IDEA-611	IDEA-619	Perkins
					Calculate Tot	als S	Save Page	Total	funds fo	availa or Titl	ble for e II-D.	budge 8/9/20	ting
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		Wyoming Department (of Education			VS TIV		^
Applicant Na	me:			District: 1301		Application Sections	Title II-D - Technology	
Application:	Amendment 1						Prin Click to Return to Organiz Click to Return to Applic Click to Return to Menu (ter-Fr dely atto elect at select ign Out
The application This page has I	i has been submitted. No been marked Final by the Overview	more updates will be si state agency. You mus Pro D	aved for the application at contact the agency to gram etail	n. o have it unlocked if legitimate ch Budget Pages	nanges are needed. Additional Comments		Page Cr	
ESEA Title I	I, Part D, Enhancing E	ducation Through Te	chnoogy (Ed Tech)	Overview				
Program:	ESEA Title II, Part D, E	nhancing Education Thr	ough Technology (Ed T	iech)		/	<pre>/ [</pre>	
Purpose:	To provide grants to sta technology in elementa	ate education agencies ry schools and seconda	(SEAs) to assist local e iry schools to it prove	ducation agencies (LEA) for the student academic achievement.	implementation and support of a comp	orehensive system		
Legislation: Guidance:	Elementary and Second Title II, Part D Guidance on the Enhan	dary Education Act of 19	765 as reauthorized by Technology (Ed Tech)	the No Child Left Behind oct of 2	2001, P.L. 107-110, Title II, Part D, Sec	tions 2401-2		≣
General								
Information	 PROFESSIONAL DEVELO (1) IN GENERAL - A rec quality professional curricula and instruct (A) to access data (B) to enable teach to use the Inte to retrieve Inte (C) to lead to imprincluding increa 	DPMENT pient of funds made av development.The recip tion and in using those and resources to devel ters: met and other technolo met-based learning resovements in classroom assing student technolog	ailable under secti ent shall provide p technologies to cre op curricula and in gy to communicate sources; and instruction in the c y literacy, and stude	Click drop d upper right ha Program Deta if you are c	own box under A nd corner and se ail Tab and comple only budgeting fun complete the Bud	Application S lect progra ete page if r ids, then yo get Pages.	Sections in m. Click on needed. But u only to	
	(C) to lead to impr including increa	ovements in classroom asing student technolog	instruction in the c y literacy, and stude	(complete the Bud	get Pages.		

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Grant Management System

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			Services	riaterials	Outlay		
10-Administration	219	95	0	0	0	\$314	
23-Curriculum Integration	494	212	0	0	0	\$706	
56-Prof. Development (Public)	12786	5480	8275	0	0	\$26,541	
83-Supporting Student Achievement 💌	0	0	0	6282	0	\$6,282	
95-Technology Literacy (New) 🗸	0	0	919	0	0	\$919	
×	0	0	0	0	0	\$0	
Sub Total	\$13,499	\$5,787	\$9,194	\$6,282	\$0	\$34,762	

Create Additional Entries

National Performance Goal #1:By 2013-2014, all students will reach high standards, at minimum attaining proficiency or better in reading/language arts and mathematics. Objective 2 - By May 2009, the number of students demonstrating proficiency in math on the PAWS test will increase by 10%.

Activity Description		1(Sal	00 - aries	2 Be	00 - nefits	3 Pur Se	300 - chased rvices	Suj Ma	400 - pplies & aterials	50 Caj Ou	10 - pital tlay	Total Title	IID Funds	Delete Row	
10-Administration	*	219		95		0		0		0		\$314]		
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	Wyoming Department of Education	
Applicant Na	me: District:	Application Sections Consolidated Application
Application	2008-2009 Amendment 1	Printer-Friendly
Аррисацон.	2000-2009 Amendment 1	Click to Return to Application Select
		Click to Return to Menu List / Sign Out
The explication	has been submitted. No mean undeter will be reced for the prolimition	
This page has	been marked Final by the state agency. You must contact the agency to have it unlocked if legitimate changes are nee	ided.
Overview	Contact Funding Program Required Assurance	Submit Application Page_Lock Amendment
		History Control Description
Consolidate	d Grant Application	
Dragrama	Title I Dart A. Rasia	
Programs:	Title I., Part A - Basic	
	Title I-C - Migrant Education	
	Title I-D Subpart 2, Neglected and Delinquent	
	Title II, Part A - Improving Teacher Quality	
	Title II, Part D - Enhancing Education Through Technology	
	Title III - English Language Acquisition	
	Title III - Immigrant Education	
	Title IV, Part A - Safe and Drug-Free Schools and Communities	
	Title V, Part A - Innovative Programs	If amendment is complete, click
	Individuals with Disabilities Education Act (IDEA) - Part B 611	Amondmont Description Tab
	Carl D. Perkins Career and Technical Education Act of 2006. Title I	Amendment Description lab
Purpose:	The NCLB Act, signed into law on January 8, 2002, requires that all children have a fair, equal, and significant on	and complete page.
i dipose.	minimum, proficiency on challenging state academic achievement standards and state academic assessments.	
	The IDEA Act of 2004 -To assist local eduation agencies in providing special education and related services to IDEA -	Eligible children with disabilities.
	Career and Technical Education is an organized instructional program that provides integrated academic and technical students for employment, continuing education, and a career. The funds to support this goal are provided through Title Education Act of 2006.	l curriculum to prepare secondary/post secondary e I of the Carl D. Perkins Career and Technical
	To assist local education agencies in providing special education and related services to IDEA -Eligible children with di Reauthorization include:	isabilities. The four main themes of the IDEA
	 (A) To ensure that all children with disabilities have available free, appropriate public education that emphasis meet their unique needs and prepare them for further education, employment, and independent living. 	zes special education and related services designed to 8/9/2010
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The ap This pa O\	plicat ige h vervie	on has been submitted. No more updates will be saved for the application. s been marked Final by the state agency. You must contact the agency to have it unlocked if legitimate changes are needed. v Contact Funding Program Required Assurance Submit Application Information Detail Documents_Checklist Agreement Submit History	Page_Lock Control	Amendment Description
Ame	ndm	nt Description		Instructions
1.	Is Sele Spe	his an amendment to an original application? If Yes No t the program(s) that have been affected by this amendment and provide details where requested.Please clear out all fields that do not affect this Amendment. ify the date the amendment was created (mm/dd/yyyy): 12/17/08 Title I-A - Basic Title I-A - Schoolwide Title I-A - Schoolwide Title I-C - Migrant Title I-D - Subpart 2 Title II-D - Technology Please describe what has changed. (2000 Character Maximum) We have added \$136 that was reallocated to our 2008-2009 grant to the Supplies and Material fund for activities already listed in the grant applicat		
		Title III - ELL		
		Title III - Immigrant Complete Amendment Description, Sa	ive Page a	nd
		Title IV-A Safe and Drug Free submit to WDE for approva	l.	
		Title V-A - Innovative Programs		
		IDEA - Part B 611		
		IDEA - Part B 619 Preschool		
		Perkins - Basic		8/9/2010
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Cash Request/Expenditure Report Men	Expe	enditure R	eport and a	Status Date.	
Program TitleIID 💌 Cash Requests: Select a	Cash Request from the list(s) below and press	one of the following	g buttons	
	Open Request	Review	v Summary		
Select Cash Request C Reimbursement Request 1	Created 4/2/2008	Submitted 9/18/2008	Date 9/18/2008	S Approved	Status Date 9/18/2008
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Select	Cash Request	Date Created	Date Submitted	Fina	When an Expenditure Repo	rt
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0	Reimbursement Request 12	10/27/2008	10/27/2008	10	on the radio button next to	>
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0	Reimbursement Request 1	11/30/2007	11/30/2007	12	2/6/7 Approved 12/6	/2007

Expenditure Reports:

elect an Expenditure Report from the list(s) below and press one of the following buttons:

		Ор	en Expense Rep	Re	view Summary	>		
Select	Expenditure Report	Final	Date Created	Date Submitted	Final Approval	Status	Status Date	
\odot	Expenditure Report 1	Y	11/6/2008	12/8/2008		WDE staff member disapproved the application	12/8/2008	
user ID: 7700005dthompson 8/9/2010								
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Applicant Na Application: Comments Box appears.	eGrants Management System							
Checklist Expenditure Report - Review Checklist	Instructions							
1. Is the Expenditure Report acceptable to WDE?								
User ID: 7700005dthompson								

Additional Comments on Expenditure Reports

- •Make sure the GMS site allows pop-ups. (Turn on pop-up blocker under Tools.)
- •Do not click on the back arrow icon as it will knock you out of GMS. Always follow the blue links on the upper right hand side of page.
- •Districts are allowed to draw up to 10% over per series, not to exceed the Grant Allocation. If 10% is exceeded in a series, an amendment will need to be created in order to re-budget funds.
- •Recap Section Grant Award Allocation and Final Approved Budget should be same amount. If it isn't, an amendment should be completed to bring budgeted figure in line with the allocation.

- •Final Expenditure Report should act as your last cash request. Do not submit a cash request and then turn around and submit your Final Expenditure Report.
- •Title I has a 15% cap in carryover and Title IV has a 25% cap in carryover.
- •When a Final Expenditure Report is approved, the difference between the Accumulated Expenditures to Date and the WDE Completed Payments will be sent immediately to the vendor the next batch processing date. The Payment Due LEA appears on the bottom of the Final Expenditure Report.
- •The difference between the Accumulated Expenditures to Date and the Final Approved Budget will be the Carryover. This figures does not currently appear on the Final Expenditure Report but the next MTW update, due soon, adds the carryover figure to this report.
- •Expenditure Period End Date is mainly for the Title I and Title IV programs because of the carryover cap. All other programs, except Perkins, can carryover 100% of their remaining funds but the 9/30/YY date still needs to be inserted into report when submitting.

•Final Expenditure box has to be checked before submitting. If it isn't, report will be rejected back to vendor with a note in the comments box. Checking this box will tell program to carryover remaining funds to the next year's application.