

#LATEACHERLEADERS



SUMMIT 2023

ACCELERATE TO SUCCESS



**The Federal Program Almanac:
Growing Your eGMS Grants Program**

Objectives

Participants will be able to:

- identify key participants in the grant cycle.
- identify the LEA's business process and deadlines as it relates to the grant cycle.
- develop a document to assist in guiding the district's annual federal program cycle, participants will create a calendar that incorporates both district and state level grant actions.

Agenda

- Following the Analogy: Federal Program Director's Almanac
- Building the Almanac Calendar:
 - Preparing the soil: Communication
 - Planting cycle: Business processes
 - Hard freeze forecast: Deadlines
- Incorporating eGMS and other LDOE Supports:
 - Enriching the soil: Communication
 - Planting the seeds: Super App and other grants
 - Sunrise/Sunset chart: Award Periods
 - Lunar Chart: Reimbursements and PERs
 - Tidal Chart: eGMS Reports



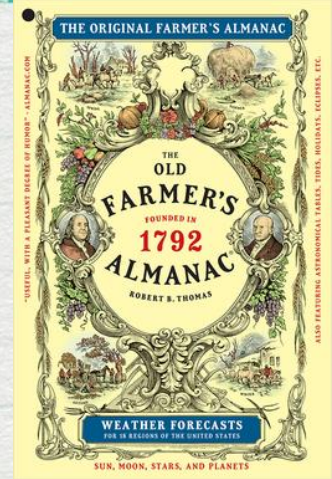
Federal Program Director's Almanac

almanac noun

al·ma·nac 'òl-mə-,nak 'al-

[Synonyms of almanac](#) >

- 1 : a publication containing astronomical and meteorological data for a given year and often including a miscellany of other information
- 2 : a usually annual publication containing statistical, tabular, and general information



How can we use the concept of an almanac to guide our federal program cycle?

Prepare the Soil: Internal District Communication

Business Manager

Superintendent

School Leaders

Stakeholders



- Formal - Recurring
- Informal - Status updates
- Other opportunities for communication?

Planting Cycle: Business Processes

Procurement

Bids

Contracts

Board
Presentations

Inventory



Single Audits

Hiring

Hard Freeze Forecast: Business Office Deadlines



- Contracts:
 - Scope of work
 - Completion deadlines
 - Payment deadlines
 - Evaluations
- Requisitions and Purchase Orders:
 - Internal deadline to encumber
 - Internal deadline to close
- Required Board Reports
 - What requirements, if any, do you have for reporting to the school board? (i.e., results of single audits, monitoring)

Enriching the soil: Communication

Standard LDOE Communications

Weekly

- LDOE Newsletters
 - Traditional
 - Charter
 - NonPublic

Monthly

- FSGR Monthly Call
- Business Managers Monthly Call

Quarterly

- PER Notifications
- Fund Drawdown (as needed)



Planting the Seeds

Grant Timelines:

- November
 - Super App release for upcoming School Year (SY)
 - Believe! questions
- December/January
 - Submit Super App Competitive for upcoming SY
 - Final Allocations for formula funds (ESSA/IDEA/Carl Perkins)
 - 12/31 PER due
- February/March
 - Super App competitive approvals
- April/May
 - Release of Super App funding
 - Estimated Formula and competitive
 - 3/31 PER due
- June
 - Super App budget Submission



Planting the Seeds

Grant Timelines:

- July
 - Substantial approval for federal formula funds
 - EC Consolidated App release
 - Believe! App release
 - Other competitive/discretionary applications
 - 6/30 PER due
- August
 - Release of Formula Preliminary awards in Super App
 - Academic Recovery and Acceleration Plan (ARAP)
- September
 - ARAP Plans due
 - ESSER II funds end 2023
 - ESER III funds end 2024
- October
 - 9/30 PER due



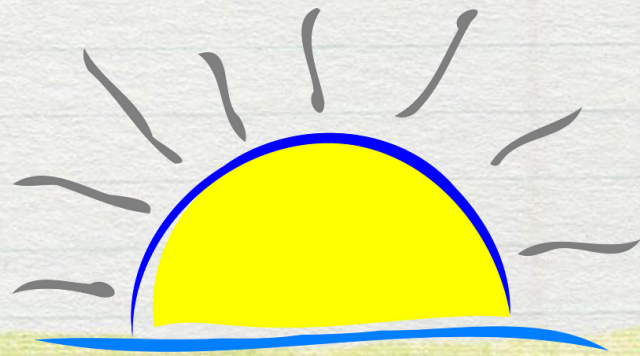
Sunrise/Sunset Chart

Formula Funds (ESSA/IDEA)

- **Start Date:** July 1 of current year
- **Availability:** 27 months
- **Carryover:** for all except Title I, 100% carryover is allowed.
 - Title I allows 15% carryover. If above a waiver is required and can only be approved once every three years.

8(g) Funding

- **Start Date:** July 1 of current year
- **Availability:** until June 15 of following year
- **Carryover:** Not allowed



Sunrise/Sunset Chart

Carl Perkins

- **Start Date:** July 1 of current year
- **Availability:** 15 months
- **Carryover:** Not allowed. Any remaining funds will be reallocated statewide.

Other Funding

- **Start Date:** Depends on the federal Grant Award Notification (GAN)

GANS

- Utilize the GAN issued to your LEA for fund availability
- Available on [Public Access](#)



Lunar Charts

Reimbursement Request

- LDOE recommends LEAs submit at least one Reimbursement Request (RR) per quarter
- Multiple RRs can be submitted during a quarter
- Does not require approval of an RR before another one can be submitted



Periodic Expenditure Reports (PER)

- Must be submitted quarterly
- Expenditure amounts reported are cumulative
- LEAs have until the 15th of the month following the PER date to submit



Tidal Charts

You have been granted access to the forms below by your Security Administrator

LEA Reports

Achieve Budget by Program

Super App Budget by Program

eGMS Reports outside of application

- Achieve! Budget by Program
- Super App Budget by Program

eGMS Reports within applications

- Budget Summary
- Budget EIC Rollup
- Print Application
- Review Checklist

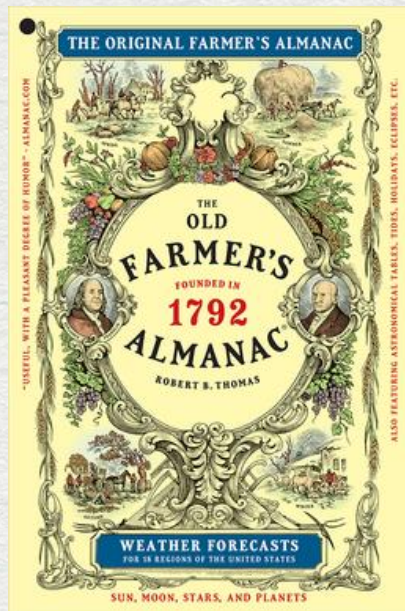


Closing

Share almanacs

- Similarities?
- Differences?

Key takeaways



Contact Information

Federal Support and Grantee Relations

Bernell Cook
Executive Director
bernell.cook@la.gov

Randy Littleton
Chief of Staff FSGR
randy.littleton@la.gov

Susan Andre
Grants Management Supervisor
susan.andre@la.gov



Thank you