



# JANUARY OFFICE HOURS

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ESS PROGRAM MANAGEMENT

# AGENDA

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- MOE Compliance Standards
- Expiring 2022 carryover funds
- Planning 2024 budgets

# FINDING MOE COMPLIANCE STANDARDS

Log into ESS Maintenance of Effort application in ESS Portal of ADE Connect. Choose LEA Activities Eligibility to view test results.

ARIZONA  
Department of Education

**ESS** IDEA Maintenance of Effort  
Exceptional Student Services

Home LEA Activities ▾ Help ▾

Welcome, ESS LEAGroup ESS! ▾

Eligibility  
Compliance  
LEA Submission Details

The **FY2023 MOE Eligibility Testing** window will be open from July 18 - August 15, 2022. PEAs that have met the eligibility standard will be closed by the ESS Program Management team to allow processing of the FY2023 IDEA Consolidated - Entitlement Grants.

The MOE Eligibility testing data reflects the State & Local funds reported on your 2023 Adopted Budget and the estimated SPED count from the SPED20 report from AzEDS. These values are compared against the MOE Compliance standards established in the FY22 MOE Compliance test in March 2022. To pass the MOE Eligibility test, only one of the four available methodologies must meet or exceed your comparison year's compliance value, also known as the compliance standard.

If your PEA has failed the MOE Eligibility test, please review your test results by clicking on LEA Activities -->Eligibility. Then, choose No for Local Only funds and confirm your choice.

PEAs that have failed both method 2 and method 4 may resolve the MOE Eligibility case by:

- Submitting allowable exceptions through the MOE Application, or
- Submitting a revised budget through the School Finance Common Logon

If you plan to submit a revised budget, you must e-mail ESS Program Management with the file reference number of the revised budget once the School Finance Budget Team has successfully processed it. The deadline to submit a revised adopted budget to School Finance or enter exceptions/reductions to the ESS MOE application is August 15, 2022.

If you plan to submit allowable exceptions, please review the FAQ document in the Help menu for details on the six allowable exceptions. You will need to enter that into the system and upload supporting documentation. Once you are ready to submit your MOE Eligibility data, please navigate to the Submission Summary page. Enter a comment in the LEA comment box, acknowledge the statement to verify your submission, and press Submit. **This year, narratives from SPED Directors are required for any exceptions from A, C, D, or E.**

# MOE ELIGIBILITY TEST RESULTS

The highlighted portion will tell you which AFR year was used to establish the Comparison Year Amount (Compliance Standard). Method 2 and Method 4 may have different years. Click on Blue text to see full calculation of each method.

Eligibility Test Results					
Closed (Met)					
In order to meet the MOE eligibility requirement in this fiscal year the district/charter must budget, at least the same total or per capita amount, of local funds or state and local funds, as it spent during the most recent year for which information is available.					
	Overall	Method 1 Local Cost	Method 2 2021 State and Local Cost	Method 3 Local Per Capita Cost	Method 4 2021 State and Local Per Capita Cost
2023 Amount		N/A	\$108,000.00	N/A	\$3,535.19
Comparison Year Amount		N/A	\$103,244.00	N/A	\$3,310.33
Difference		N/A	\$4,756.00	N/A	\$224.85
2023 SPED Count				N/A	x 30,5500
Total Difference		N/A	\$4,756.00	N/A	\$6,869.32
Status	Met	N/A	Met	N/A	Met
Continue					

# REVIEW YOUR PEA'S ANNUAL FINANCIAL REPORT

DISTRICTS ARE ON PAGE 8, LINES 1  
AND 10

B. M&O SPECIAL EDUCATION PROGRAMS BY TYPE (A.R.S. § 15-761)			
	PROGRAM 200 & 300 BUDGET	PROGRAM 200 & 300 ACTUAL	
1. Total All Disability Classifications			1.
2. Gifted Education	0		2.
3. Remedial Education	0		3.
4. ELL Incremental Costs	0		4.
5. ELL Compensatory Instruction	0		5.
6. Vocational and Technological Education (non-CTED)	0		6.
7. Career Education	0		7.
8. Career Technical Education (CTED programs in 300 range)	0		8.
9. Total (lines 1-8)	0	0	9.
10. IEP required pupil transportation costs coded within Program 400	0		10.

CHARTERS ARE ON PAGE 7, LINES 1  
AND 9

B. M&O SPECIAL EDUCATION PROGRAMS BY TYPE (A.R.S. § 15-761)			
	PROGRAM 200 & 300 BUDGET	PROGRAM 200 & 300 ACTUAL	
1. Total All Disability Classifications			1.
2. Gifted Education	0		2.
3. Remedial Education	0		3.
4. ELL Incremental Costs	0		4.
5. ELL Compensatory Instruction	0		5.
6. Vocational and Technological Education (non-CTED)	0		6.
7. Career Education	0		7.
8. Career Technical Education (CTED programs in 300 range)	0		8.
9. Total (lines 1-8)	0	0	9.
10. IEP required pupil transportation costs coded within Program 400	0		10.

# DATA FROM PAGE 2 MUST MATCH MOE COMPLIANCE LINES

Expenses	Instructions	Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals			% Increase/ decrease in actual	
							Budget	Actual	Prior year actual		
1000 Schoolwide Project and 2000-2999 Other Special Projects											
200 Special education											
1000 Instruction	17.	26,749	4,905	12,614	0	0	106,330	44,268	196,790	-77.50%	17.
2000 Support services											
2100 Students	18.	996	205	0	0	0	0	1,201	0	--	18.
2200 Instruction	19.	0	0	0	0	0	0	0	0	0.00%	19.
2300 General administration	20.	0	0	147,688	0	0	132,342	147,688	39,952	269.66%	20.
2400 School administration	21.	0	0	0	0	0	0	0	130	-100.00%	21.
2500 Central services	22.	0	0	0	0	0	0	0	0	0.00%	22.
2600 Operation & maintenance of							0	0	0	0.00%	23.
2900 Other support services							0	0	0	0.00%	24.
3000 Operation of noninstructional							0	0	0	0.00%	25.
4000 Facilities acquisition & constr							0	0	0	0.00%	26.
5000 Debt service							0	0	0	0.00%	27.
Subtotal (lines 17-27)							238,672	193,157	236,872	-18.46%	28.
400 Pupil transportation							173,977	179,684	134,250	33.84%	29.
520 Dropout prevention programs							0	0	0	0.00%	30.

C. Special education programs by type	
Program	Program
200	200
budget	actual
1. Total all disability classifications	238,672 272,134 1.
2. Gifted education	0 0 2.
3. ELL incremental costs	0 0 3.
4. ELL compensatory instruction	0 0 4.
5. Remedial education	0 0 5.
6. Vocational and technical education	0 0 6.
7. Career education	0 0 7.
8. Total (lines 1-7)	238,672 272,134 8.
9. Expenses incurred for transporting students with disabilities (as defined in A.R.S. §15-761) unique to the	0 0 9.

This PEA cannot be tested for MOE because the amount from line 8 doesn't match the data from line 28, page 2.

## WHAT'S NEXT FOR MOE?

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- PEAs that catch discrepancies from SPED200 data reported on page 2 and page 7 or 8 must contact [essprogmgmt@azed.gov](mailto:essprogmgmt@azed.gov) immediately.
- MOE Compliance webinar will be held on 3/1/2023 to walk PEAs through available exceptions.
- All MOE Cases must be closed by 3/31/2023.

## AVOIDING EXPIRING FUNDS FOR FY23 IDEA AND ARP-IDEA

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- Once a Completion Report is approved by ADE Grants Management, unspent FY22 funds become available in the current year's funding application as incoming carryover.

Grant Name	Amount Unpaid	Percentage Unpaid
2022 IDEA Basic	\$43,609,080	20.64%
2022 IDEA Preschool	\$1,571,791	33.64%
2022 ARP-IDEA Basic	\$30,081,449	66.08%
2022 ARP-IDEA Preschool	\$1,974,851	67.13%



# PROJECT SUMMARY DATA IN GRANTS MANAGEMENT

Project Information	
Organization Name	
Organization Number	
Fiscal Year	2023
Funding Application	IDEA Consolidated - Entitlement
Grant	IDEA - Basic
Award Type	Federal
CFDA Number	84.027A
Award Number	H027A210007
Project Number	23FESCBG-311335-09A
Substantial Approval Date	7/1/2022
Initial Approval Date	7/25/2022
Most Recent Approval Date	1/9/2023
Project Begin Date	7/1/2022
Project End Date	9/30/2023
Revision Number	4
Allow Carryover	True

# FUNDING SOURCE DATA IN PROJECT SUMMARY

Funding Sources				
Grant - Award Year	IDEA Basic - 2023	IDEA Basic - 2022	IDEA Basic - 2021	Total
Award Number	H027A210007	H027A210007	H027A200007	
Award Date	07/01/2022 - 09/30/2024	07/01/2021 - 09/30/2023	07/01/2020 - 09/30/2022	
Original	\$4,186,918.22	\$0.00	\$0.00	\$4,186,918.22
Incoming Carryover	\$0.00	\$2,003,907.65	\$0.00	\$2,003,907.65
Outgoing Carryover	\$0.00	\$0.00	\$0.00	\$0.00
Reallocated	\$0.00	\$0.00	\$0.00	\$0.00
Additional	\$0.00	\$0.00	\$0.00	\$0.00
Incoming Interest Carryover	\$0.00	\$0.00	\$0.00	\$0.00
Released	\$0.00	\$0.00	\$0.00	\$0.00
Consortium	\$0.00	\$0.00	\$0.00	\$0.00
Forfeited	\$0.00	\$0.00	\$0.00	\$0.00
CR Released	\$0.00	\$0.00	\$0.00	\$0.00
Total Allocation	\$4,186,918.22	\$2,003,907.65	\$0.00	\$6,190,825.87

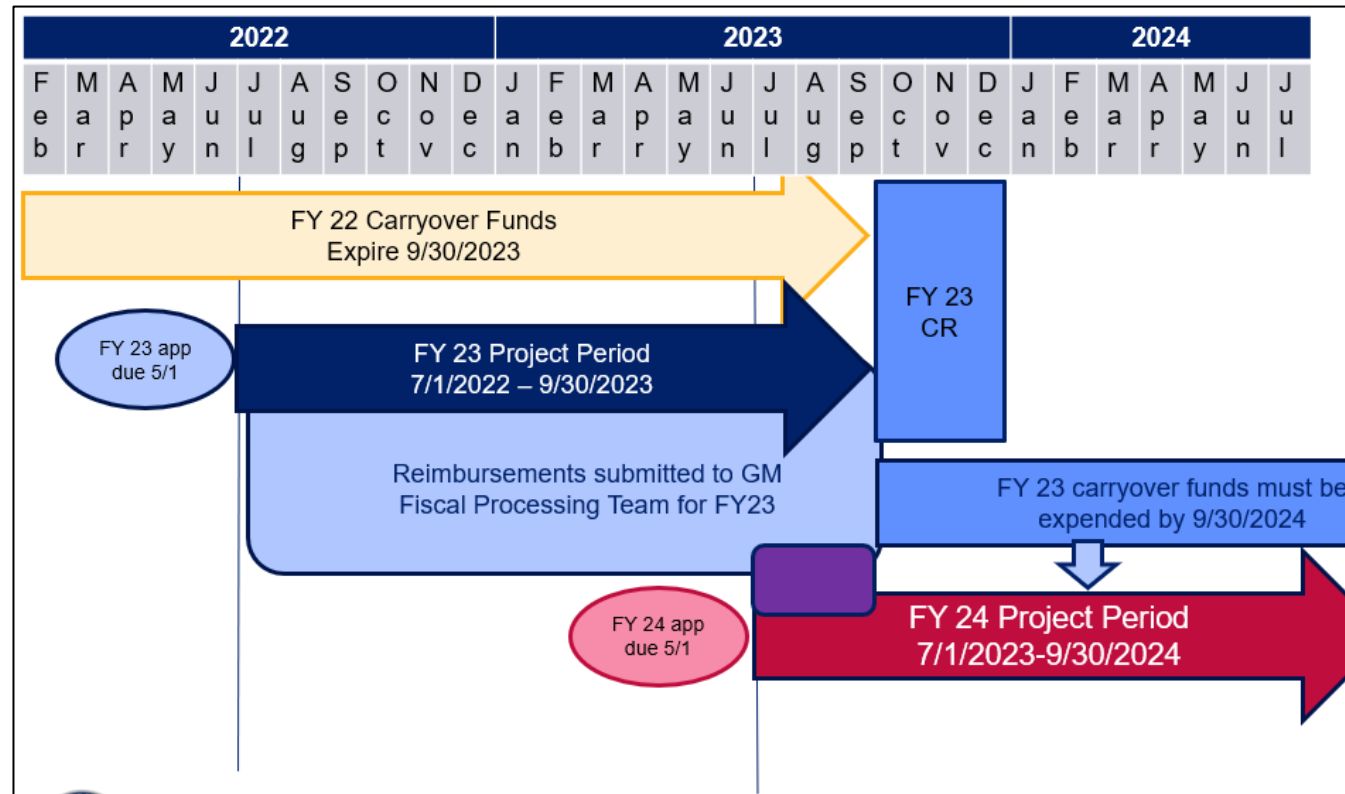
## Reimbursement Requests

2023 ▾

IDEA Consolidated - Entitlement ▾

Grant	Available Budget	Total Available Amount	Received Amount	Net Available Amount
IDEA - Basic	\$6,190,825.87	\$6,190,825.87	\$0.00	\$6,190,825.87
IDEA - Preschool Grant	\$93,833.14	\$93,833.14	\$0.00	\$93,833.14

# LIFE CYCLE OF FY23 GRANT



## PLANNING FOR REIMBURSEMENT REQUESTS

<b>Percentage of Allocation paid out</b>	<b>Q1 7/1/22- 9/30/22</b>	<b>Q2 10/1/22- 12/31/22</b>	<b>Q3 1/1/23- 3/31/23</b>	<b>Q4 4/1/23- 6/30/23</b>	<b>Q5 7/1/23- 9/30/23</b>
12-month fiscal period	25%	50%	75%	100%	n/a
15-month fiscal period	20%	40%	60%	80%	100%

IDEA grant funds operate on a 15-month project period, with 12-month carryover, for a total of 27 months for obligation. IDEA grant funds must be liquidated (through the completion report process) 120 days after the expiration of the funds. If you have carryover of your 2022 IDEA grants, you must ensure that the carryover amount is fully drawn down by 9/30/2023 to prevent any funds from expiring and being returned to the federal government.

# PLANNING 2024 BUDGET

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- Review preliminary IDEA allocations on ESS Program Management Website in February/March.
- Review proportionate share obligations (districts only)
- Review MOE Compliance data and close MOE Compliance test by 3/31/23.
- Use [2024 Budget Planning Tool](#) to plan for state/federal funding sources

# 2024 BUDGET PLANNING TOOL

2023-2024 Budget	PEA Name	Expiration of funds	What PEA currently has budgeted (03/01/2023)	
	Amount for FY24			
State M&O Budget	\$ 2,985,000.00	6/30/2024	\$ 2,985,000.00	State & Local funds that must be spent to maintain MOE Compliance
Section 611 FY23 Carryover		9/30/2024		Carryover must be spent by 9/30/24 or it will be forfeited to US Department of Education
Section 619 FY23 Carryover		9/30/2024		Carryover must be spent by 9/30/24 or it will be forfeited to US Department of Education
Section 611 FY24	\$ 996,932.04	9/30/2025		normal IDEA activities, 100% of this grant can roll over to FY25
Section 619 FY24	\$ 11,716.48	9/30/2025		normal IDEA activities, 100% of this grant can roll over to FY25
Total Available to Spend	\$ 3,993,648.52		\$ 2,985,000.00	
Federal Dollars	\$ 1,008,648.52		\$ -	
Section 611 (Basic) ages 3-21	\$ 996,932.04		\$ -	
Section 619 (Preschool) ages 3-5, including Kindergarten	\$ 11,716.48		\$ -	

# FY23 ESS Program Management Webinar Series

## FY23 Webinar Series

Join the ESS Program Management team at the FY22 webinar series. Webinars will take place via Zoom from 11:00 a.m. to 12:00 p.m. on the 2nd Tuesday of each month (unless indicated otherwise).

February 14 – FY24 IDEA Funding Application

March 1 – IDEA Maintenance of Effort

April 11 – TBD

May 9 – Fiscal Year Wrap-Up

## ESS Office Hours

ESS Program Management will also host Office Hours each quarter at 1:00 p.m. PEAs are invited to attend these informal Zoom meetings to bring questions directly to their program specialist.

- January 17, 2023
- March 21, 2023
- April 18, 2023
- May 16, 2023

## CONTACT ESS PM SPECIALIST

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PEA Name Starts with	Program Specialist	Phone Number
A-C	<u>Nancy Chavarin</u>	602-542-3270
D-K	<u>Tanya Rodriguez</u>	602-542-4610
L-Q	<u>Carol Bush</u>	602-542-4615
R-Z	<u>Candice Trainor</u>	602-542-3398



## CONTACT US

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ESS Program Management website:

<http://www.azed.gov/specialeducation/operations>

ESS Program Management inbox:

[essprogmgmt@azed.gov](mailto:essprogmgmt@azed.gov)

[FY24 IDEA Funding Application](#), February 14, 2023, at 11:00 a.m.