



# ESS OFFICE HOURS

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September 19, 2023

ESS Program Management

# Agenda

- Life-Cycle of IDEA Grants
- Up Next
- Reimbursement Requests Section
- MOE Compliance and the 2023 AFRs
- Resources

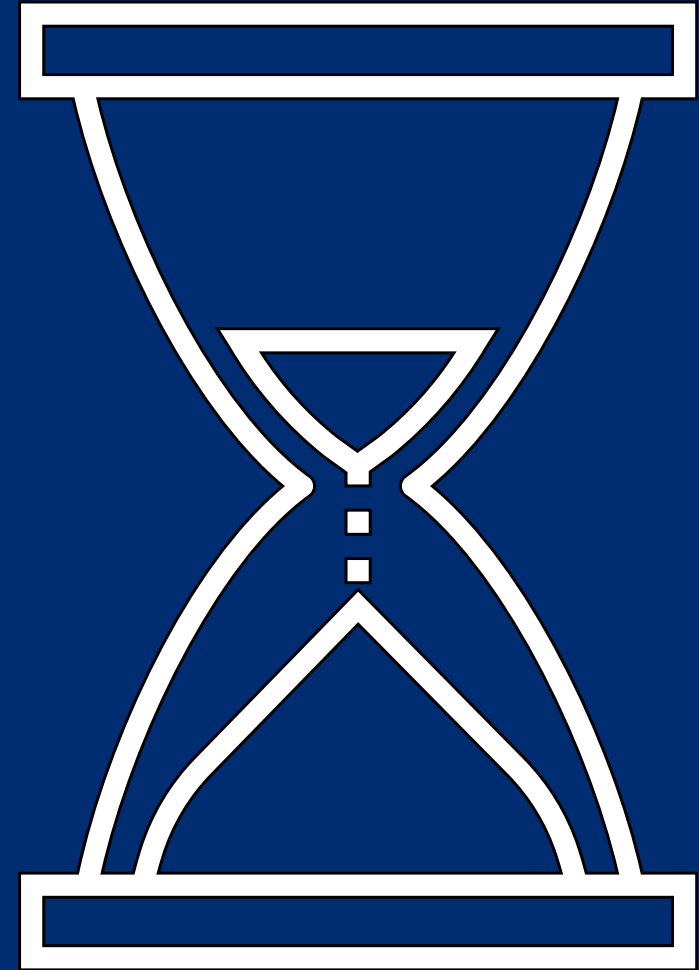
## PROGRAM MANAGEMENT

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The Exceptional Student Services (ESS) Program Management team distributes Individuals with Disabilities Education Act grant monies to eligible Public Education Agencies (PEA) throughout Arizona. The grant application process is facilitated through the Grants Management Enterprise (GME) system. Grants are approved, amended, and financially monitored through this system. The program management team and the program support and monitoring specialist in ESS facilitate programmatic monitoring for IDEA grants.

## HOW DOES A PEA PRIORITIZE FUNDING?

1. State and local funds (M&O funds that are used to calculate Maintenance of Effort)
2. IDEA Preschool carryover
3. IDEA Basic carryover
4. IDEA Section 619 current year allocation
5. IDEA Section 611 current year allocation
6. ESS Claims (High-Cost Child or Extraordinary Special Education Needs)



# LIFE CYCLE OF IDEA PART B GRANTS

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February 2023 – Preliminary Awards for FY24 IDEA grants posted on ESS PM website

March 1, 2023 – FY24 IDEA Part B funding applications open

May 1, 2023 – FY24 IDEA funding applications due

July 1, 2023 – FY24 project period begins

November 1, 2023 – FY24 Full Awards deposited into GME

February 1, 2024 – FY24 Final Adjustment for new/expanding charter schools

June 30, 2024 – Fiscal year end

September 30, 2024 – Project period ends

December 30, 2024 – Completion report fully approved by ADE Grants Management

# WHAT'S UP NEXT FOR IDEA GRANTS?

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9/30/23: Project Period End Date

All grants must be in SEA Director Approved status before the Completion Report (CR) can be drafted

10/15/23: LEA Annual Financial Report

MOE Compliance will be tested from values on pages 2 and 7 for Charters, 2 and 8 for Districts

November 2023: Fall Allocation Adjustment

Full award will be posted to the 2024 IDEA Allocations Workbook

12/29/23: CRs must be approved by Grants Management

ESS recommends submitting by 10/31/23 to guarantee enough time for all levels of approval (County Business Manager, ESS, and Grants Management)

# GENERAL PROVISIONS ACT (GEPA)

1. Describe how your entity's existing mission, policies, or commitments ensure equitable access to, and equitable participation in, the proposed project or activity.

2. Based on your proposed project or activity, what barriers may impede equitable access and participation of students, educators, or other beneficiaries?

3. Based on the barriers identified, what steps will you take to address such barriers to equitable access and participation in the proposed project or activity?

New GEPA Requirement in FY24 Applications as of July 1, 2023 (7/3/2023)



GEPA

As of July 1, 2023 all federal grant funding applications in the GME system will include a section to which will satisfy the requirements of Section 427 of the General Provisions Act (GEPA) ([20 U.S.C. 1228a](#)).

Section 427 requires each applicant for funds to include in its application a **description of the steps the applicant proposes to take to remove barriers and to ensure equitable access to**, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries.

#### What you need to know for FY24:

- The GEPA page will **only** be visible once the application is in Revision status
- The page will be found in the section titled **General Education Provisions Act (GEPA)**.
  - Will **not** impact original applications
  - **Required with first revision**
  - A validation error will prevent application status from being changed to CR Draft started if the GEPA page is not completed.
    - There is **not** a minimum word count for a GEPA statement

#### What you need to know for FY25:

- The GEPA page will be part of the **Original** application and will be **required on initial funding application submission**

For assistance within the GME system, please contact Grants Management at 602.542.3901, or submit a service request online at <https://helpdeskexternal.azed.gov/>

4. What is your timeline, including targeted milestones, for addressing these identified barriers?

**PEAs must respond to the GEPA form on the first revision of IDEA Part B.**

## NEXT STEPS FOR FY24 IDEA PART B FUNDING APPLICATIONS

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- Review budget narratives for TBD statements for Educator IDs and placeholders for indirect cost rates
- Complete GEPA forms for 611 or 619 grants upon first revision
- Submit reimbursement requests for the first quarter



# REMINDERS FROM THE PROGRAM MANAGEMENT TEAM

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Submit any revisions to the 2023 ARP-IDEA or IDEA grants by 9/22 to guarantee programmatic approval by the end of the project period.

Update contact information for the SPED Director and Business Manager on the Organization Contacts page.

Check the History Log for Proportionate Share, CCEIS, and notes from your Program Specialist.

## 2023 IDEA and ARP-IDEA EXPIRING FUNDS

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2022 Expiring Funds	ARP-IDEA	IDEA
Basic	\$10,528,125.49	\$ 4,127,764.40
Preschool	\$978,908.47	\$ 414,613.27

PEAs can check their expiring ARP-IDEA and IDEA funds by visiting the Reimbursement Request page of each grant.

The 2022 carryover funds expire on 9/30/2023 and must be liquidated through the completion report before 12/29/2023.

# IDEA BASIC RR PROJECT INFORMATION SECTION

Project Information	
Project Number	23FESCBG-311297-09A
C.F.D.A. Number	84.027A
Initial Substantially Approved Date	7/1/2022
Project Begin Date	7/1/2022
Project End Date	9/30/2023
Total Approved Allocation	\$1,636,221.39
IDEA Basic-2023 (F) (Expires: 12/29/2024)	\$1,148,595.47 (Remaining: \$915,206.88)
IDEA Basic-2022 (F) (Expires: 12/29/2023)	\$487,625.92 (Remaining: \$0.00)
Available Budget	\$1,636,221.39
Project Status	Normal <a href="#">[Hold]</a> <a href="#">[History]</a>
LEA Hold Status	No Hold Exists
Allow Carryover	True

# IDEA PRESCHOOL RR PROJECT INFORMATION SECTION

## Reimbursement Request Summary

Madison Elementary District (070438000) - FY 2023 - **Medium Risk** - IDEA - Preschool Grant

Project Information	
Project Number	23FECCBP-311297-37A
C.F.D.A. Number	84.173A
Initial Substantially Approved Date	7/1/2022
Project Begin Date	7/1/2022
Project End Date	9/30/2023
Total Approved Allocation	\$55,012.20
IDEAPRES-2023 (F) (Expires: 12/29/2024)	\$26,952.82 (Remaining: \$26,952.82)
IDEAPRES-2022 (F) (Expires: 12/29/2023)	\$22,278.51 (Remaining: \$7,118.72)
IDEAPRES-2021 (F) (Expires: 1/27/2023)	\$5,780.87 (Remaining: \$0.00)
Available Budget	\$55,012.20
Project Status	Normal <a href="#">[Hold]</a> <a href="#">[History]</a>
LEA Hold Status	No Hold Exists
Allow Carryover	True

# Review MOE Compliance Thresholds in the MOE Application

Enter the MOE application.

Choose LEA Activities → Eligibility.

**IDEA MAINTENANCE OF EFFORT**  
**EXCEPTIONAL STUDENT SERVICES**

Home LEA Activities Help Welcome, ESS LEAGroup ESS!

Eligibility  
Compliance  
LEA Submission Details

The **FY2024 MOE Eligibility Testing** window will be open from July 18 - August 18, 2023. PEAs that have met the eligibility standard will be closed by the ESS Program Management team to allow processing of the FY2024 IDEA Part B Consolidated Grants.

The MOE Eligibility testing data reflects the State & Local funds reported on your 2024 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 FY23 MOE Compliance test in March 2023. 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 ADE Budget

# Comparison Year Value

Note the comparison year for methods 2 and 4.

Method 2 is the M&O overall expenditure for All Disability Classifications, and IEP-required transportation

Method 4 is the per-pupil expenditure. Click on the difference amount to view student counts.

Use this information on the [Budget Planning Tool](#).

## 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 2022 State and Local Cost	Method 3 Local Per Capita Cost	Method 4 2022 State and Local Per Capita Cost
2024 Amount		N/A	\$10,322,146.00	N/A	\$10,174.55
Comparison Year Amount		N/A	\$9,011,365.00	N/A	\$9,543.53
Difference		N/A	\$1,310,781.00	N/A	\$631.02
2024 SPED Count				N/A	x 1,014.5065
Total Difference		N/A	\$1,310,781.00	N/A	\$640,172.39
Status	Met	N/A	Met	N/A	Met

## IDEA Fund Eligibility Method 4

Closed (Met)

Method 4: Current Year State and Local Budgeted Amounts Per Capita Compared to the Per Capita Amounts from the Last Year Compliance Method 4 is available.

Fiscal Year	State and Local Cost	SPED Count	State and Local Per Capita Cost
2024	\$10,322,146.00	1014.5065 (Estimated from FY2023 SPED20)	\$10,174.55
2022	\$9,011,365.00	944.2381	\$9,543.53
Difference			\$631.02
Status			Met

Difference must be \$0.00 or greater to have met this MOE Test

# Budget Planning Tool

State M&O Budget Value should reflect your most recent comparison year value for method 2 or method 4 as established on the FY23 IDEA Maintenance of Effort Compliance test, March 2023.				
FY23 MOE Compliance Method 2 Value:	\$ 9,011,365.00			
FY23 MOE Compliance Method 4 Value:	\$ 9,453.53	x SPED20 Count for FY23	1014.5065 =	\$ 9,590,667.63
MOE Compliance Standard	\$ 9,011,365.00			

# AFR Values

Districts will report M&O expenses for Maintenance of Effort on page 8\* of the 2023 AFR on lines 1 and 10.

Charters will report M&O expenses for Maintenance of Effort on page 7\* of the 2023 AFR on lines 1 and 9.

\*pending publication of FY2023 AFR packages from [AZ Auditor General](#)

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	8,865,375	8,139,674
2. Gifted Education	5,000	6,946
3. Remedial Education	0	0
4. ELL Incremental Costs	0	0
5. ELL Compensatory Instruction	0	0
6. Vocational and Technological Education (non-CTED)	0	0
7. Career Education	0	0
8. Career Technical Education (CTED programs in 300 range)	3,061,347	3,070,268
9. Total (lines 1-8)	11,931,722	11,216,888
10. IEP required pupil transportation costs coded within Program 400	865,267	871,691



# ESS Program Management Webinars

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September 25: [October 1 Data Collection: Parentally-Placed Private School Students](#)

October 3: [Proportionate Share and the October 1 Data Collection](#)

January 9: [Allowable Costs Under the IDEA](#)

February 13: [FY25 IDEA Funding Application](#)

March 1: [Maintenance of Effort](#)

April 9: [How, When, and What Order to Spend?](#)

May 7: [Fiscal Year Wrap-Up](#)

# Program Management Office Hours

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## **ESS Office Hours**

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

- [October 17, 2023](#)
- [November 24, 2023](#)
- [December 12, 2023](#)

- [January 16, 2024](#)
- [February 20, 2024](#)
- [March 19, 2024](#)
- [April 16, 2024](#)
- [May 21, 2024](#)

Help us plan for upcoming webinars, modules, and videos by completing this [training survey](#).

## Contact Us

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