User Guide

Federal Grants Management (FGM) System

Division of Elementary and Secondary Education
Arkansas Department of Education
Public School Accountability
Federal Programs

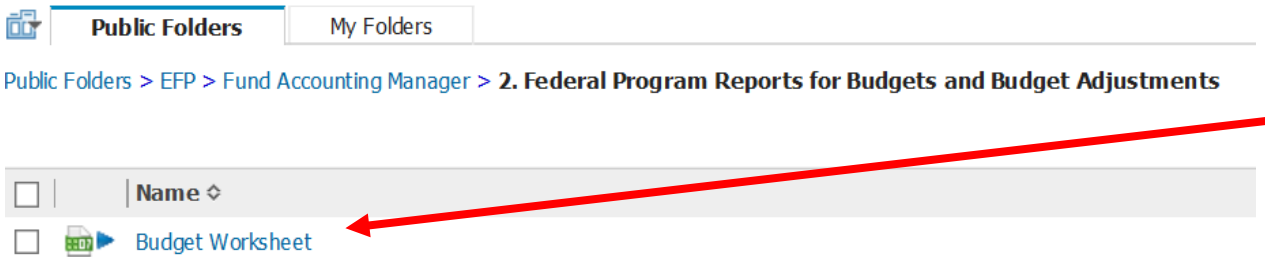
http://dese.ade.arkansas.gov/divisions/public-school-accountability/federal-programs

August 2020

Instructions for eFinance to be used by Bookkeepers

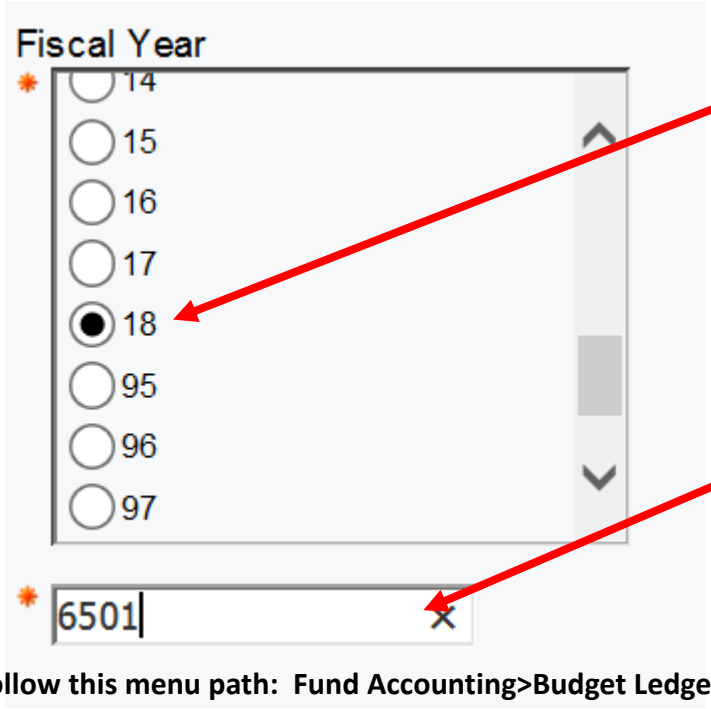
- Federal Program Coordinator will need to ask the General Business Manager for the following data see Commissioners Memo RT-18-022:

- The district finance office will pull the following report from Cognos for the federal program coordinator to key their budget for the new fiscal year
  - Current Path Public Folders > EFP > Fund Accounting Manager > 2. Federal Program Reports for Budgets and Budget Adjustments>Budget Worksheet



Click on the "Budget Worksheet"

Select the Current Year to run the report and KEY in the 4-digit Fund.



SOF for Federal Programs, as applicable:

6501 – Title I

6505 – 1003

6506 – 1003

6507 - 1003

6510 – Title I Part D

6756 – Title II-A

6761 – Title III

6784 – Title V RLIS

6786 – Title IV

SOF 2281 for Enhanced Student Achievement (ESA) funds will also need to be included on those applicable districts required to submit support plan.

Follow this menu path: Fund Accounting>Budget Ledgers>Expenditure Ledger

Key in the four-digit Fund, then Click "FIND"

Save File and send to the Federal Programs Coordinator.

Click Finish bottom of screen

This is how the spreadsheet will look for each applicable program given to Federal Programs, note that these are prior year budgeted items:

Federal Fund Budget Worksheet

Fund 6XXX

Fiscal Year	Budget Unit	LEA Location	Lea Location Title	Budget Unit Title	Account Code	Account Title	Fiscal Year Budgeted Amount	Fis Ex A
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	61110	CERT SALARY	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	61120	CLS SALARY	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62210	CERT SOC SEC	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62220	CLS SOC SEC	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62260	CERT MEDICARE	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62270	CLS MEDICARE	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62310	CERT TCH RET-CONT	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62320	CLS TCH RET - CONT	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62520	CLS UNEMPLOY COMP	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62610	CERT WKR'S COMP	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62620	CLS WKR'S COMP	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	62820	CLS PUB RET CONT	0.00	
18	6501151102500000	025	BELAIR	BEFORE AND AFTER SCHOOL	66100	GEN SUPPLIES	0.00	
18	6501151103600000	036	34TH AVENUE	BEFORE AND AFTER SCHOOL	66100	GEN SUPPLIES	0.00	
18	6501151104200000	042	PINE BLUFF HIGH	H S AFT SCH TUTORIAL	61110	CERT SALARY	18,182.50	
18	6501151104200000	042	PINE BLUFF HIGH	H S AFT SCH TUTORIAL	62210	CERT SOC SEC	1,881.90	
18	6501151104200000	042	PINE BLUFF HIGH	H S AFT SCH TUTORIAL	62260	CERT MEDICARE	563.65	
18	6501151104200000	042	PINE BLUFF HIGH	H S AFT SCH TUTORIAL	62310	CERT TCH RET-CONT	2,545.55	
18	6501151104200000	042	PINE BLUFF HIGH	H S AFT SCH TUTORIAL	62510	CERT UNEMPLOY COMP	0.00	
18	6501151104200000	042	PINE BLUFF HIGH	H S AFT SCH TUTORIAL	62610	CERT WKR'S COMP	100.00	
18	6501151104200000	042	PINE BLUFF HIGH	H S AFT SCH TUTORIAL	62910	OTHER BENEFITS-CERTIFIED	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	61110	CERT SALARY	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	61120	CLS SALARY	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62110	CERT GROUP INS	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62210	CERT SOC SEC	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62220	CLS SOC SEC	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62260	CERT MEDICARE	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62270	CLS MEDICARE	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62310	CERT TCH RET-CONT	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62320	CLS TCH RET - CONT	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62610	CERT WKR'S COMP	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62620	CLS WKR'S COMP	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62910	OTHER BENEFITS-CERTIFIED	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	62920	OTHER BENEFITS-CLASSIFIED	0.00	
18	6501151104400000	044	JACK ROBEY	TITLE 1 AFTER SCHOOL JR	66100	GEN SUPPLIES	0.00	
18	6501151104900000	049	SOUTHWOOD K-01 CENTER	SOUTHWOOD	61610	CRT WORKSHOPS	0.00	
18	6501151104900000	049	SOUTHWOOD K-01 CENTER	SOUTHWOOD	62210	CERT SOC SEC	0.00	
18	6501151104900000	049	SOUTHWOOD K-01 CENTER	SOUTHWOOD	62260	CERT MEDICARE	0.00	
18	6501151104900000	049	SOUTHWOOD K-01 CENTER	SOUTHWOOD	62310	CERT TCH RET-CONT	0.00	
18	6501151104900000	049	SOUTHWOOD K-01 CENTER	SOUTHWOOD	62610	CERT WKR'S COMP	0.00	
18	6501151169900000	699	DISTRICTWIDE PARENT INV.	TITLE I DISTRICT WIDE	61120	CLS SALARY	0.00	

The Federal Program Coordinator will update the BUDGET column (Fiscal Year Budgeted Amount) with the new-year budgeted amounts for each row.

- The report will contain the current year budget figures.

Once these steps have been completed, the federal coordinator can either sort by

- Location (LEA #)
- Location Title (Building name)

The Federal Program Coordinator will then type in the information in the last column for each budgeted amount.

Once sort has been completed, the federal program coordinator will elaborate as to what will be done with the amount and how it relates to the indicated category.

This is completed for all applicable ESSA budgets, not just Title I.

A	B	C	D	E	F	G	H
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	61120	REG EMPLOYEES-CLASSIFIED	41,428.80	Title 1 Schoolwide Instruction funds provided to fund 3 (.80) FTE's to support teachers in the classroom. $41607.73 in salaries; $15050.31 Benefits; Jane Doe - .80 FTE John Words - .80 FTE Susan Smith - .80 FTE
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	61520	ADD'TL COMPENSATION CLASS	0.00	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	61720	SUBSTITUTES-CLASSIFIED	0.00	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	61860	UNUSED PER BUS-CLS	0.00	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62110	GROUP INSUR-CERTIFIED	211.10	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62120	GROUP INSUR-CLASSIFIED	474.98	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62220	SOCIAL SECURITY-CLASS	2,568.58	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62270	MEDICARE-CLASSIFIED	600.72	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62310	TEACH RET CONT-CERTIFIED	1,861.17	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62320	TEACH RET CONT-CLASSIFIED	3,938.87	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62620	WORKER'S COMP-CLASSIFIED	124.28	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62710	HEALTH BENEFITS-CERT	1,560.19	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62711	CRT PREMIUM ASSISTNCE EBD	4.13	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62720	HEALTH BENEFITS-CLASS	3,510.43	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	62721	CLS PREMIUM ASSISTNCE EBD	66.74	
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	63530	SOFTWARE/LIC/MAINT SRVCS	8,084.69	Title I funds are provided for purchasing software license for Accelerated Reader, Brain Pop, Tumblebooks, and other like programs to supplement the reading and writing program
2018	6501159100100000	001	TITLE I - SCH WIDE -CNTL	66100	GEN SUPPLIES	1,608.00	Title 1 Schoolwide Instruction - $1500.00 in materials and supplies
2018	6501217000100000	001	TITLE I - PAR INV - CNTL	61120	REG EMPLOYEES-CLASSIFIED	22,754.58	Title I funds to provide additional parent involvement support and preschool transition with a .70 FTE plus benefits Henry Weird - .70 FTE Parent Involvement preschool transition
2018	6501217000100000	001	TITLE I - PAR INV - CNTL	61520	ADD'TL COMPENSATION CLASS	0.00	
2018	6501217000100000	001	TITLE I - PAR INV - CNTL	62120	GROUP INSUR-CLASSIFIED	158.32	
2018	6501217000100000	001	TITLE I - PAR INV - CNTL	62220	SOCIAL SECURITY-CLASS	1,410.79	
2018	6501217000100000	001	TITLE I - PAR INV - CNTL	62270	MEDICARE-CLASSIFIED	329.94	
2018	6501217000100000	001	TITLE I - PAR INV - CNTL	62320	TEACH RET CONT-CLASSIFIED	3,185.64	
2018	6501217000100000	001	TITLE I - PAR INV - CNTL	62620	WORKER'S COMP-CLASSIFIED	68.27	
2018	6501217000100000	001	TITLE I - PAR INV - CNTL	66100	GEN SUPPLIES	2,435.19	Funds to purchase materials and supplies for parent activies on campus for the 17-18 budget year of $2435.19.
2018	6501221300100000	001	TITLE I - PD - CNTL	63210	INSTR SVCS	2,333.33	
2018	6501223000100000	001	TITLE I - TECH - CNTL	66512	TABLET COMPUTER	18,000.26	
2018	6501223000100000	001	TITLE I - TECH - CNTL	67340	TECH HARDWARE>$1000	9,000.00	Title I funds are provided to purchase two portable charging carts, a projector, and one stationary charging cart for Chromebooks.
2018	6501151100300000	003	TITLE I - BEE & AET-WEST	61210	TEMP-CERTIFIED	1,300.00	

Federal Coordinator will include a description of items to be purchased, include FTE, name and position of salaries/benefits.

Federal Coordinators will include all applicable programs within one spreadsheet.

Upload eFinance budget worksheet into Indistar Form Upload folder for the current year.

Districts required to submit a support plan will need to include a tab for 2281 – ESA funds.

Year	BUDGET UNIT	BUDGET UNIT TITLE	LEA Location	Account	Account Title	Budget	Activity for Budgeted Amount
2019	6501159101900000	TRHS TITLE I SW	019	61110	CERT SALARY	$ 83,07[illegible].00	2.5 FTE Highly Qualified Certified Teachers will provide student interventions in both Math and Literacy to students who have been identified as needing support through Standardized Tests, DIBELS, STAR Reading, STAR Math, Formative Assessments, etc. 2.5 FTE Highly Qualified Classified Paraprofessionals provide additional interventions for students under the direction and guidance of Certified Classroom Teachers and/or Certified Interventionists.
2019	6501159101900000	TRHS TITLE I SW	019	61120	CLS SALARY	$ 43,93[illegible].99	
2019	6501159101900000	TRHS TITLE I SW	019	61510	ADD COMP-CERT	$ -	
2019	6501159101900000	TRHS TITLE I SW	019	61520	ADD COMP-CLASS	$ 1,01[illegible].00	
2019	6501159101900000	TRHS TITLE I SW	019	61710	CERT SUBSTITUTES	$ 1,50[illegible].98	
2019	6501159101900000	TRHS TITLE I SW	019	61720	CLS SUBSTITUTES	$ 3,21[illegible].00	
2019	6501159101900000	TRHS TITLE I SW	019	61820	UNUSED SICK LEAVE CLS	$ -	
2019	6501159101900000	TRHS TITLE I SW	019	62210	CERT SOC SEC	$ 4,98[illegible].02	
2019	6501159101900000	TRHS TITLE I SW	019	62220	CLS SOC SEC	$ 2,71[illegible].44	
2019	6501159101900000	TRHS TITLE I SW	019	62260	CERT MEDICARE	$ 1,16[illegible].80	
2019	6501159101900000	TRHS TITLE I SW	019	62270	CLS MEDICARE	$ 63[illegible].33	
2019	6501159101900000	TRHS TITLE I SW	019	62310	CERT TCH RET-CONT	$ 11,86[illegible].44	
2019	6501159101900000	TRHS TITLE I SW	019	62320	CLS TCH RET - CONT	$ 6,71[illegible].62	
2019	6501159101900000	TRHS TITLE I SW	019	62610	CERT WKR'S COMP	$ 42[illegible].20	
2019	6501159101900000	TRHS TITLE I SW	019	62620	CLS WKR'S COMP	$ 21[illegible].66	
2019	6501159101900000	TRHS TITLE I SW	019	62710	CERT HEALTH BENEFITS	$ 4,90[illegible].00	
2019	6501159101900000	TRHS TITLE I SW	019	62711	CRT PREM ASSISTANCE EBD	$ 25[illegible].52	
2019	6501159101900000	TRHS TITLE I SW	019	62720	CLS HEALTH BENEFITS	$ 4,72[illegible].85	
2019	6501159101900000	TRHS TITLE I SW	019	62721	CLS PREM ASSISTANCE EBD	$ 25[illegible].20	
2019	6501159102400000	EL TITLE I SCH WIDE	024	61110	CERT SALARY	$ 27,72[illegible].37	
2019	6501159102400000	EL TITLE I SCH WIDE	024	61120	CLS SALARY	$ 30,66[illegible].00	
2019	6501159102400000	EL TITLE I SCH WIDE	024	61510	ADD COMP-CERT	$ -	

6501 | 6756 | 6784 | 6786

Signing Into – New accounts FGM

- **District Users**
- The e-mail address associated with APSCN account must be registered as a Superintendent (Coordinator Code='U') or Federal Program Coordinator (Coordinator Code='1') in the SIS LEA Profile for the LEA.
- Please enter the APSCN User Id (e.g. **8080jdoe**)

- Federal Program Coordinators will only be able to access FGMS *after* Superintendent grants access to them.

Signing Into – New accounts FGM

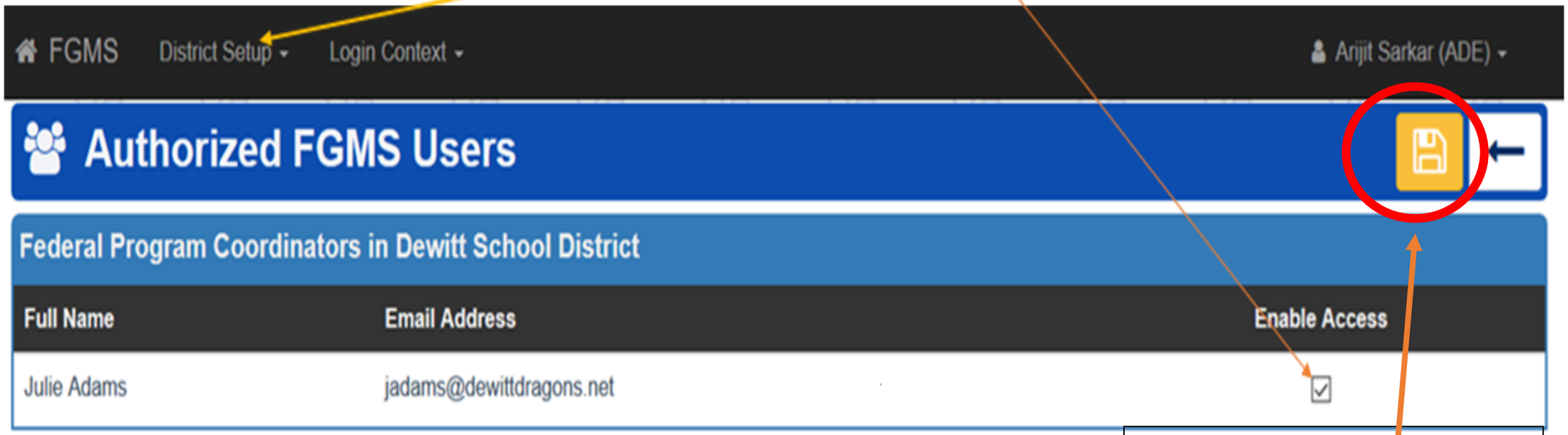
Items to Check

- First check on Supt. Access and make sure they can log-on to FGMS
- Make sure the Supt. has enabled the FPC (Federal Program Coordinator) and **clicked** Save.
- Clicking **Save** button is important.
- The list of Supt. and FPC is available online: https://adedatabeta.arkansas.gov/spd/Home/districts
- Users should be using APSCN.local user ID and not Triand e-mail
- APSCN.local user ID starts with 4 digit LEA #
- The e-mail address in FGMS is being populated from SIS LEA Profile and that should match with the e-mail associated with APSCN.local user ID.
- The email should be only corrected in SIS LEA Profile to match against APSCN.local and not vice-versa
- No changes should be made to the e-mails in APSCN.local as APSCN.local is the most authorative source for User ID's.

To make sure all federal coordinators can work within FGMS, the Supt. will need to sign in with their APSCN.local account and **check the box**. It is one-step process that is needed – so we can verify the credentials and the school district is responsible for granting FGMS application.

You may want to add the information in the District User Guide on the Access section or include the information it in the Comm. Memo prior to release.

This section is only for School Districts. *FGMS → District Setup → Authorized Users*



Superintendent, must click on the save button, once enable access is checked.

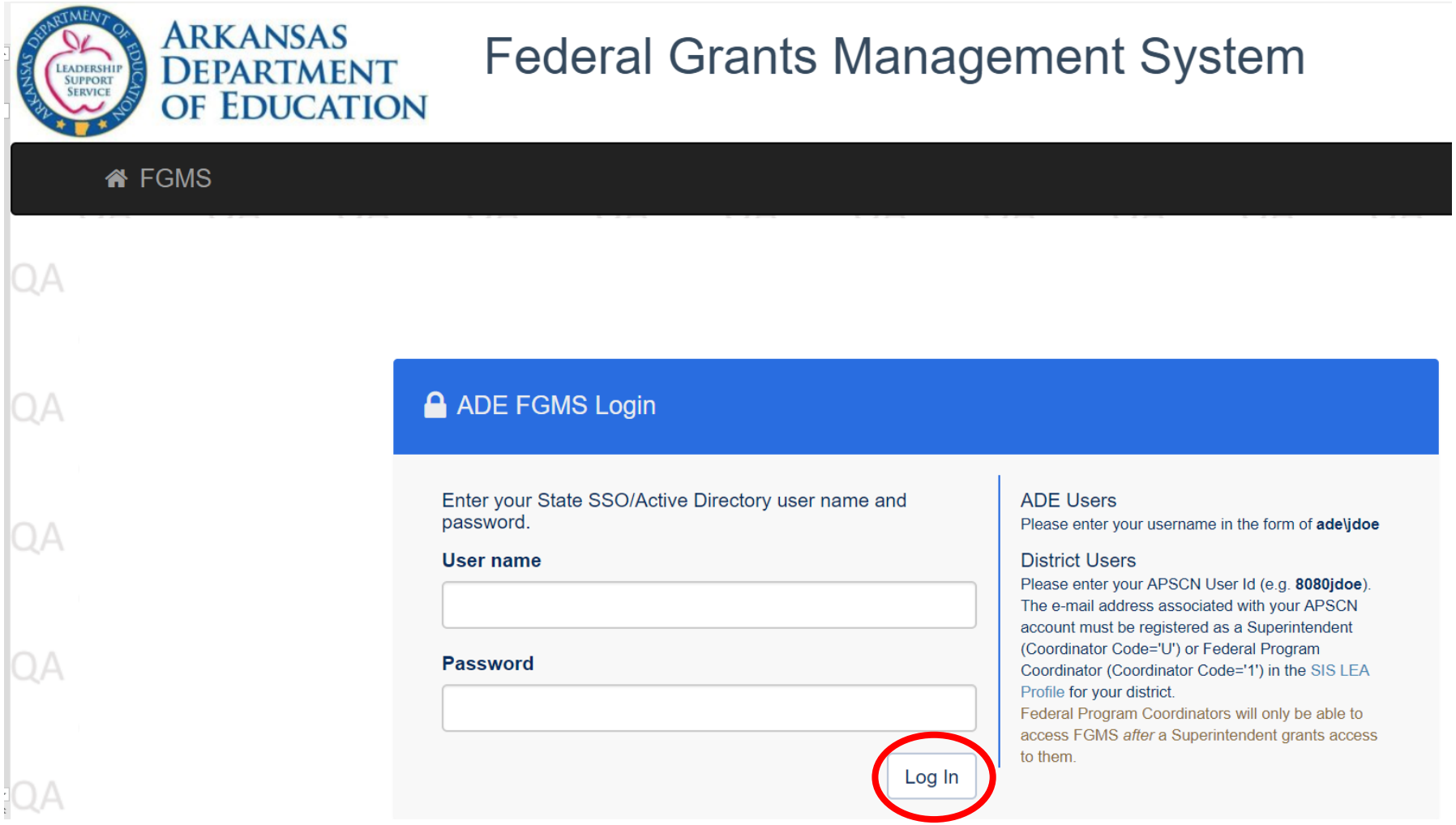
FGM is hosted on **ADE Data Center Infrastructure**

Use the following steps to log into the Federal Grants Management System

- **ADE Home page**
  - **Scroll down and click on "ADE Data Center"**
  - **Scroll down and within the District Operations Fiscal Governance, click on "Federal Grants Management System" under "District Operations and Fiscal Governance"**

https://adedata2.arkansas.gov/FGMS/Account/Login

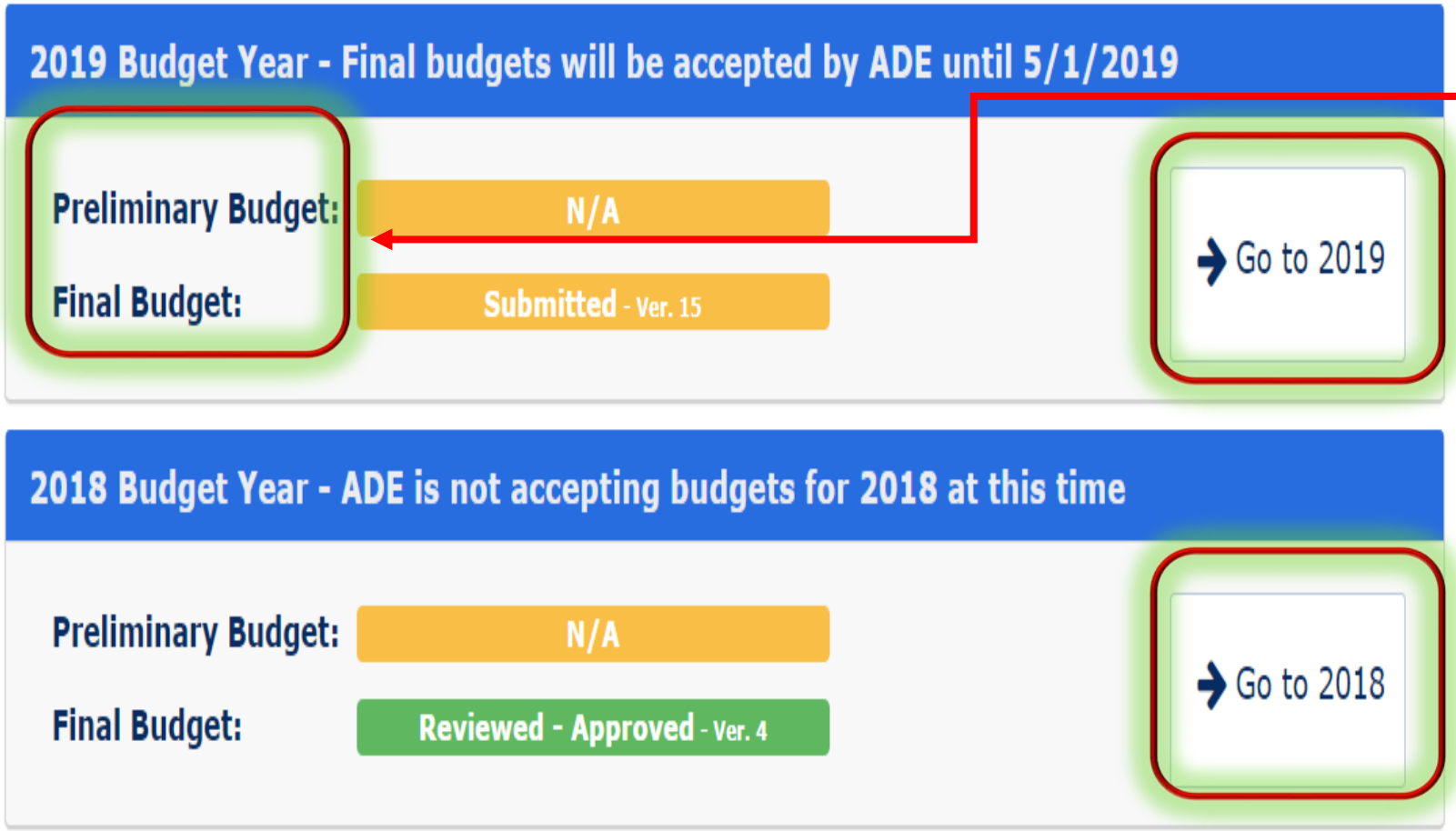
Use the active directory log on



User name is the first 4 numbers of the LEA, first initial and last name.

Password – is the Active Directory sign in.

Once user name and password have been entered, click on Log In.



There are two budgets due each year:

- Preliminary
- Final

Both must be completed during the time when they are due.

Also, FGM will show prior year and current year budgets appearing on the district home page.

2019 Budget Year - Final budgets will be accepted by ADE until 5/1/2019

Preliminary Budget: N/A

Final Budget: Submitted - Ver. 2

Transfers

Budget Versions

Alter Prerequisites

Version	Type	Data Status	Submission Status	Review Status	Start Time	Completed Time	Percent Complete
1	Preliminary	Obsolete	Superceded	Pending Review	08/21/18 15:39 pm	08/22/18 13:43 pm	100.00%
2	Final	Current	Submitted	Pending Review	02/25/19 11:50 am	02/25/19 14:00 pm	100.00%

Two FGM budgets due each year, “preliminary” and “final”.

2019 Budget Year - Final budgets will be accepted by ADE until 5/1/2019

Preliminary Budget: N/A

Final Budget: N/A

Transfers

Budget Versions

Alter Prerequisites

Version	Type	Data Status	Submission Status	Review Status	Start Time	Completed Time	Percent Complete
1	Preliminary	Obsolete	Draft	N/A	09/07/18 08:46 am	N/A	28.57%
2	Preliminary	Obsolete	Draft	N/A	09/07/18 08:53 am	N/A	85.71%
3	Final	Obsolete	Draft	N/A	02/01/19 10:16 am	N/A	28.57%
4	Final	Obsolete	Draft	N/A	02/05/19 10:46 am	N/A	14.29%
5	Final	Obsolete	Draft	N/A	02/05/19 10:46 am	N/A	42.86%
6	Final	Current	Draft	N/A	04/30/19 15:27 pm	N/A	85.71%

LEAs can NOT edit any budgets that are “obsolete” or “rejected” in the Data Status Section.

The LEAs must start a new budget within FGM by clicking on the yellow plus.

Federal Grants Management System

FGMS Login Context Annette Carlton-Pearson (ADE)

Dewitt School District 0101000

2018 Budget Year - Final budgets will be accepted by ADE until 5/1/2018

Preliminary Budget: N/A

Final Budget: N/A

Go to 2018

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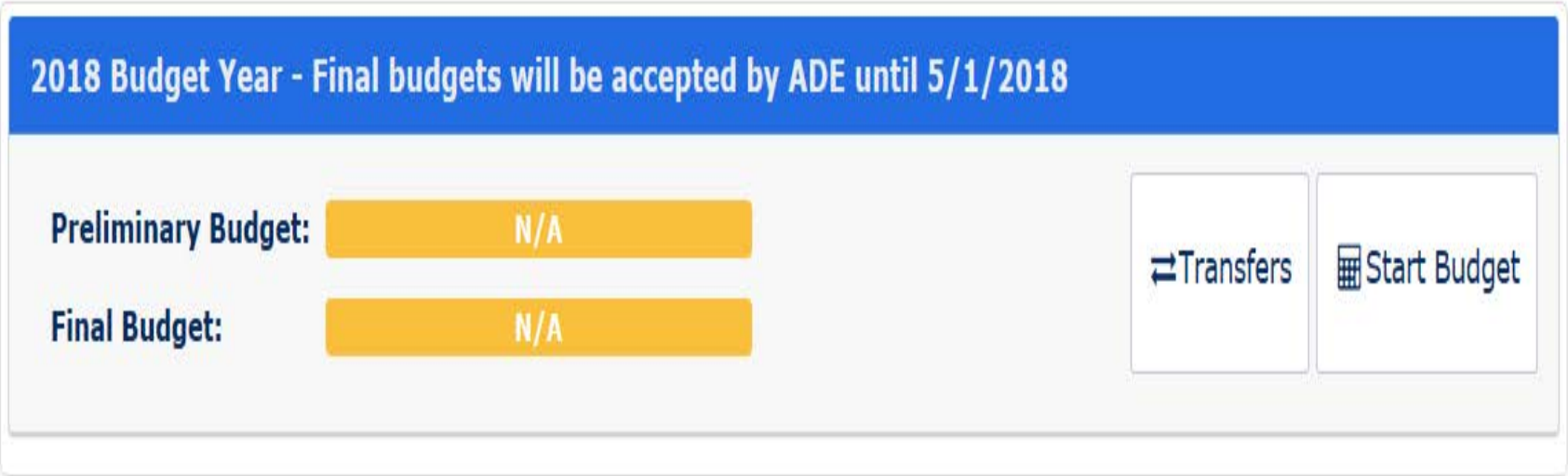
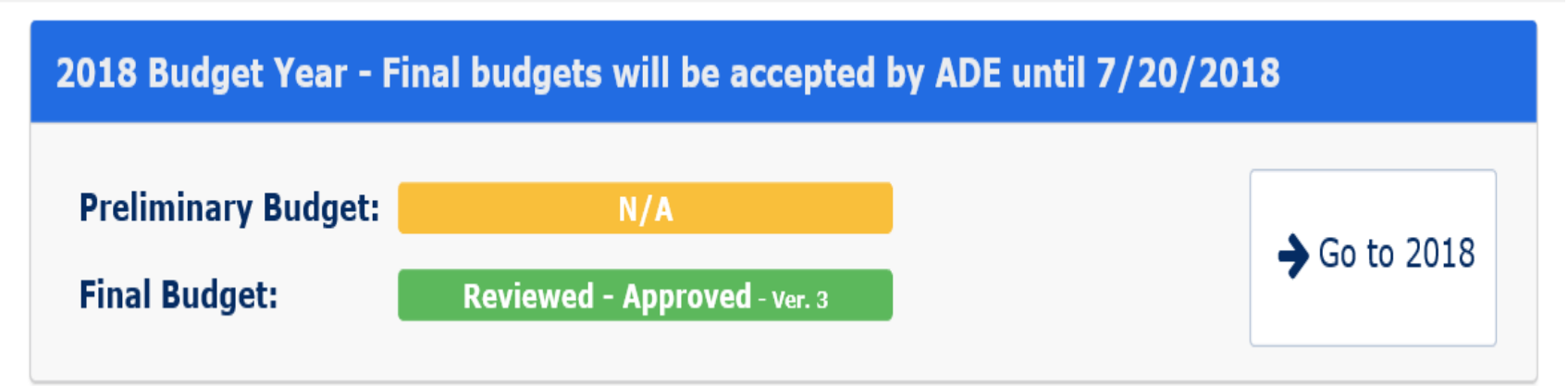
Please note, the date will change each year.

DO NOT ENTER COMMAS WHEN ENTERING NUMBERS THROUGHOUT PROGRAM



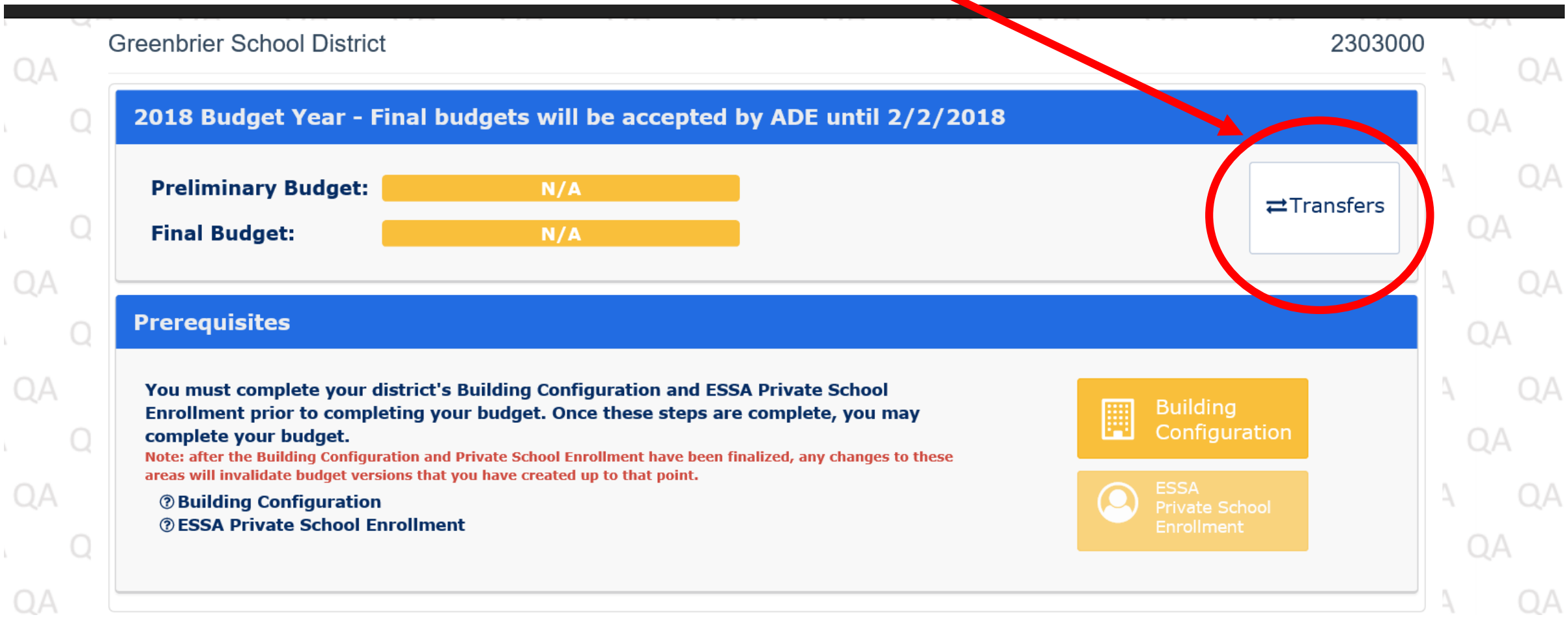


If LEA is transferring funds from one program to another, click on “Transfers”.

If not, click on “Start Budget”, or “Go to 20XX”. The dates change for each year.

If not transferring, instructions start on Slide #28

If transferring, click on “Transfers”



Transferring Funds – FROM & TO

Programs FROM which an LEA May Transfer Funds	***Programs TO which an LEA May Transfer Funds***
• Title II, Part A – Supporting effective instruction state grants • Title IV, Part A – Student support and academic enrichment grants *(ESEA section 5103(b)(2))*	• Title I, Part A – Improving basic programs operated by LEAs • Title I, Part C – Education of migratory children • Title I, Part D – Prevention and intervention programs for children and youth who are neglected, delinquent, or at-risk • Title II, Part A – Supporting effective instruction state grants • Title III, Part A – State grants for English language acquisition and language enhancement • Title IV, Part A – Student support and academic enrichment grants • Title V, Part B – Rural education *(ESEA section 5103(b))*

Transferring Funds

- All transfers must be completed by May 1st
- Please note, per ESSA, and LEA must consult with private school officials before transferring any funds.
- If the LEA did not receive funding under a program, then funds can't be transferred into that program.
- Once funds are transferred, they become the program in which they were transferred and must follow guidelines of how those funds can be used.
- DO NOT retain funds from the program for the sole purpose to provide equitable services (i.e. Title II and IV services).
- If an LEA chooses not to transfer all of a program's fund to Title I, then ESSA provides that the rules and requirements of that program apply to the non-transferred funds.

Section 1117 and Section 5103 of ESSA

Transfers

All transfers for the fiscal year must be submitted by 2/2/2018

Funding Source Balances

Funding Source	Prior Year Carryover	Current Year Allocation	Total Funds Available to Transfer
Title II-A - SOF 6756	$3,700.68	$73,959.70	$77,660.38
Title IV-A - SOF 6786	$0.00	$10,000.00	$10,000.00

Transfer Requests

Transfer Id	Data Status	Status	Created By	Created Date
No transfer notifications are present for this fiscal year				

The transfer screen will show carryover, current allocation and total amount available to transfer.

Click the yellow plus to add a transfer or the blue arrow above to go back.

Note to mention:

- Preliminary budget does not include carryover.
- Final budget will include carryover and any cash on hand.

$ Add Transfer

- You must acknowledge that you understand the rules governing transfer requests.

☐ Per ESSA section 5103(e)(2), before a LEA may transfer funds from a program subject to equitable services requirements, it must engage in timely and meaningful consultation with appropriate private school officials. With respect to the transferred funds, the LEA must provide private school students and teachers equitable services under the program(s) to which, and from which, the funds are transferred, based on the total amount of funds available to each program after the transfer.

Funding Source Balances

Funding Source	Prior Year Carryover	Cash On Hand	Current Year Allocation	Total Funds Available to Transfer
Title II-A - SOF 6756	$0.00	$0.00	$70,439.38	$70,439.38
Title IV-A - SOF 6786	$0.00	$0.00	$10,000.00	$10,000.00

Transfer Amounts

Funding Source	Transfer To							Totals
	Title I SOF 6501	Title I-C SOF 6502	Title I-D SOF 6510	Title II-A SOF 6756	Title III-A SOF 6761	Title IV-A SOF 6786	Title V-B SOF 6784	
Title II-A - SOF 6756	0					0	0	$0.00
Title IV-A - SOF 6786	0			0			0	$0.00
Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	

☐ The officials of this School District understand that any request to transfer funds must be submitted to the Arkansas Department of Education (ADE) thirty (30) days prior to funds being transferred, that funds transferred between programs must be used according to the rules and regulations of the program to which transferred, and that funds will be accounted for as directed by the ADE.

Clicking on the yellow save button at any time allows LEA to come back to finish. Click the save button, check boxes are checked through the system.

The dark blue cells is data uploaded by ADE.

The light blue cells are formulas.

The pale yellow cells are for entering data.

$ View Transfer

☑ Per ESSA section 5103(e)(2), before a LEA may transfer funds from a program subject to equitable services requirements, it must engage in timely and meaningful consultation with appropriate private school officials. With respect to the transferred funds, the LEA must provide private school students and teachers equitable services under the program(s) to which, and from which, the funds are transferred, based on the total amount of funds available to each program after the transfer.

Funding Source Balances

Funding Source	Prior Year Carryover	Cash On Hand	Current Year Allocation	Total Funds Available to Transfer
Title II-A - SOF 6756	$0.00	$0.00	$70,439.38	$70,439.38
Title IV-A - SOF 6786	$0.00	$0.00	$10,000.00	$10,000.00

Transfer Amounts

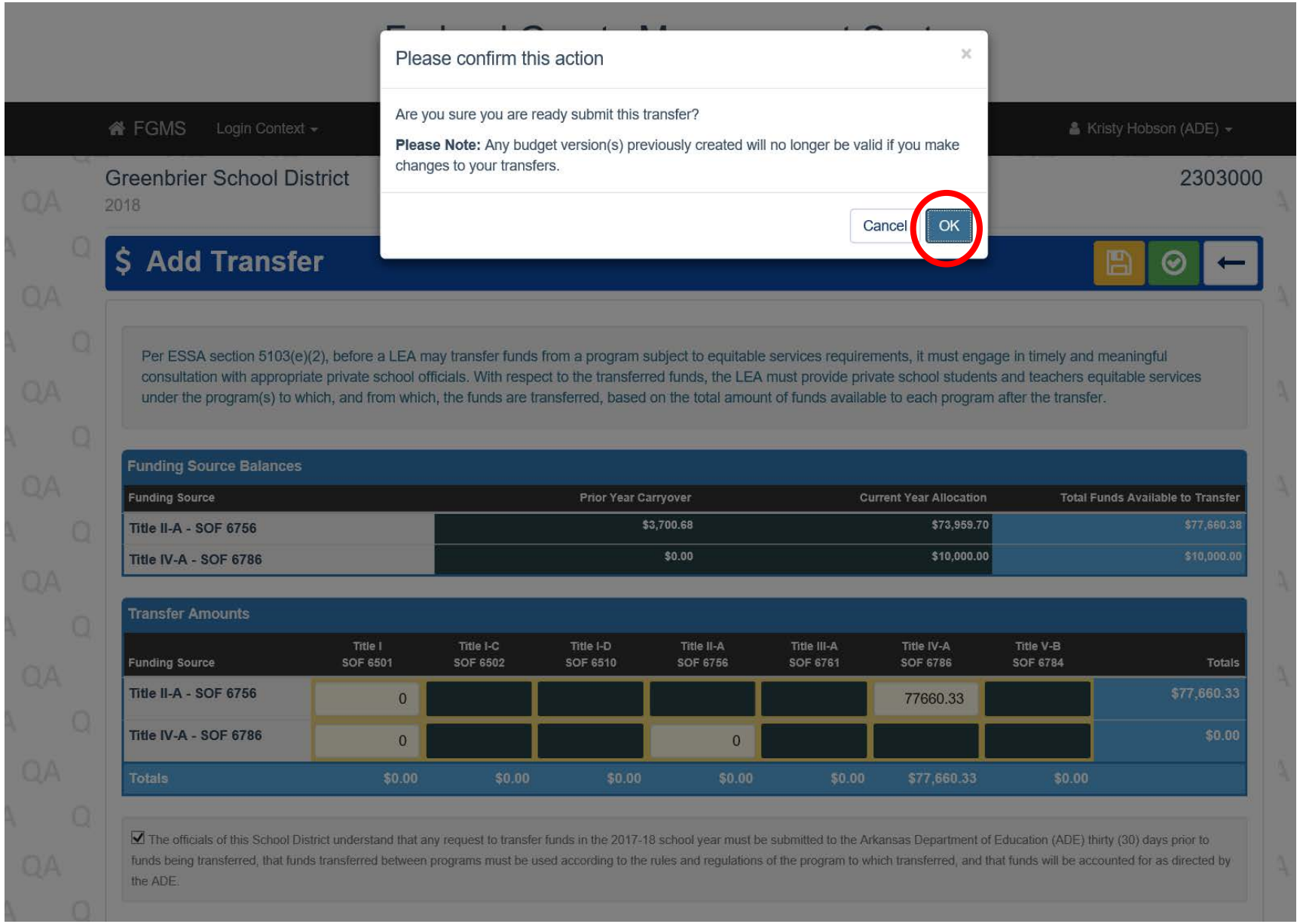
Funding Source	Transfer To: Title I SOF 6501	Title I-C SOF 6502	Title I-D SOF 6510	Title II-A SOF 6756	Title III-A SOF 6761	Title IV-A SOF 6786	Title V-B SOF 6784	Totals
Title II-A - SOF 6756	70439.38					0	0	$70,439.38
Title IV-A - SOF 6786	10000			0			0	$10,000.00
Totals	$80,439.38	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	

☑ The officials of this School District understand that any request to transfer funds must be submitted to the Arkansas Department of Education (ADE) thirty (30) days prior to funds being transferred, that funds transferred between programs must be used according to the rules and regulations of the program to which transferred, and that funds will be accounted for as directed by the ADE.

Once amounts are entered on Transfer, click the green check.

LEAs must consult with private school officials before transferring funds. Check the boxes acknowledging and understanding the rules governing the transfer request before submission.

The amount transferred is then entered into budget page.



Once all items are completed, the green check has been clicked, LEA receives an action confirming must be “ok” to go forward with transfer.

Transfers

All transfers for the fiscal year must be submitted by 5/1/2018

Funding Source Balances

Funding Source	Prior Year Carryover	Cash On Hand	Current Year Allocation	Total Funds Available to Transfer
Title II-A - SOF 6756	$0.00	$0.00	$70,439.38	$70,439.38
Title IV-A - SOF 6786	$0.00	$0.00	$10,000.00	$10,000.00

Transfer Requests

Transfer Id	Data Status	Status	Created By	Created Date
123	Current	Draft	ade\acarlton	03/19/18 09:32 am

Using the Back Arrow, moves back to the previous screen.

To review the transfers, click on the Spy glass.

Or if changes to need to be made, LEAs must create a new transfer document by clicking on the yellow plus, the new transfer will then supersedes the previous transfer.

$ View Transfer

☑ Per ESSA section 5103(e)(2), before a LEA may transfer funds from a program subject to equitable services requirements, it must engage in timely and meaningful consultation with appropriate private school officials. With respect to the transferred funds, the LEA must provide private school students and teachers equitable services under the program(s) to which, and from which, the funds are transferred, based on the total amount of funds available to each program after the transfer.

Funding Source Balances

Funding Source	Prior Year Carryover	Cash On Hand	Current Year Allocation	Total Funds Available to Transfer
Title II-A - SOF 6756	$0.00	$0.00	$70,439.38	$70,439.38
Title IV-A - SOF 6786	$0.00	$0.00	$10,000.00	$10,000.00

Transfer Amounts

Funding Source	Transfer To: Title I SOF 6501	Title I-C SOF 6502	Title I-D SOF 6510	Title II-A SOF 6756	Title III-A SOF 6761	Title IV-A SOF 6786	Title V-B SOF 6784	Totals
Title II-A - SOF 6756	12000					0	0	$12,000.00
Title IV-A - SOF 6786	0			0			0	$0.00
Totals	$12,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	

☑ The officials of this School District understand that any request to transfer funds must be submitted to the Arkansas Department of Education (ADE) thirty (30) days prior to funds being transferred, that funds transferred between programs must be used according to the rules and regulations of the program to which transferred, and that funds will be accounted for as directed by the ADE.

Transfer page will show that Title II funds have been transferred into the Title I program.

If transferring both Title II and IV, use one transfer page, or both funds will not be transferred out.

2019 Budget Year - Final budgets will be accepted by ADE until 5/8/2019

Preliminary Budget: N/A

Final Budget: N/A

Transfers

Budget Versions

Alter Prerequisites

Version	Type	Data Status	Submission Status	Review Status	Start Time	Completed Time	Percent Complete
1	Preliminary	Obsolete	Draft	N/A	09/06/18 10:53 am	N/A	85.71%

If working on Preliminary budget, the Building Configuration and ESSA Private School Enrollment must be completed. See next slides on completing those sections.

2019 Budget Year - Final budgets will be accepted by ADE until 5/8/2019

Preliminary Budget: Submitted (Ver. 1)

Final Budget: Submitted - Ver. 2

Transfers

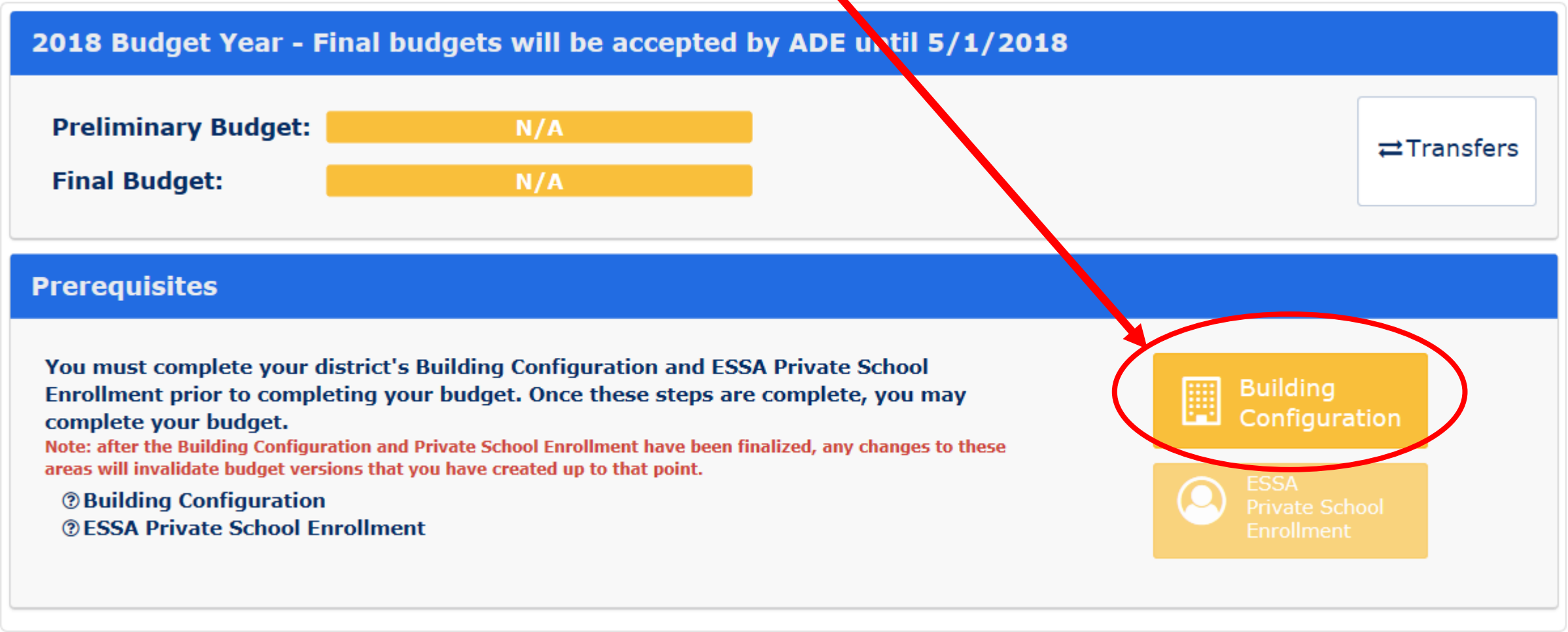
Budget Versions

Alter Prerequisites

Version	Type	Data Status	Submission Status	Review Status	Start Time	Completed Time	Percent Complete
1	Preliminary	Obsolete	Submitted	Pending Review	08/27/18 15:24 pm	08/31/18 13:09 pm	100.00%
2	Final	Current	Submitted	Pending Review	05/06/19 14:00 pm	05/06/19 14:07 pm	100.00%

If working on Final budget, the Building Configuration and ESSA Private School Enrollment is not required, skip to slide #39

Click on Building Configuration, if the district is making any building changes. If not, you have to open it and “green” check building list.



Completing the Preliminary budgets, these steps must be followed to have all building data entered into FGM for the current year.

If there are no building changes, click on green check and skip to Slide #37

Building Maintenance

Building List

NOTE: The enrollment values reflected below are the counts reported by the school district in Cycle 2 of the *prior* school year. These values will be used to determine the Building Rank Order when completing the Title I Budget. These will also be used, based on the Poverty Measure you choose when creating your budget, to determine the Proportionate Share for Private Schools based on ESSA regulations.

School LEA	School Name	Grade Span	Prior Year School Served	Federal Program			2017 Cycle 2 Enrollment				
				SW	TA	NA	Total	Free/Reduced	F/R %	Direct Certified	DC %
0104021	PARK AVENUE ELEMENTARY SCHOOL	K-4	✔	✔			630	630	100.0%	297	47.1%
0104023	MEEKINS MIDDLE SCHOOL	5-6	✔	✔			221	221	100.0%	85	38.5%
0104025	STUTTGART HIGH SCHOOL	9-12				✔	475	244	51.4%	117	24.6%
0104026	STUTTGART JUNIOR HIGH SCHOOL	7-8	✔	✔			241	136	56.4%	69	28.6%
Totals for Title I Served (prior year)							1092	987		451	
Totals for All Schools							1567	1231	78.56%	568	36.25%

1

If changes need to be made, click on the yellow wrench.

If all data is correct, click the green check box.

If LEA has more buildings to review, click on next page number.

Building Maintenance

Building List | Current Reconfiguration Requests 0

NOTE: The enrollment values reflected below are the counts reported by the school district in Cycle 2 of the *prior* (2017) school year. These values will be used to determine the Building Rank Order when completing the 2018 Title I Budget. These will also be used, based on the Poverty Measure you choose when creating your budget, to determine the Proportionate Share for Private Schools based on ESSA regulations.

School LEA	School Name	Grade Span	Prior Year School Served	Federal Program			2017 Cycle 2 Enrollment				
				SW	TA	NA	Total	Free/Reduced	F/R %	Direct Certified	DC %
2303016	GREENBRIER EASTSIDE ELEMENTARY	K-5	✔			✔	406	210	51.7%	78	19.2%
2303017	GREENBRIER HIGH SCHOOL	10-12				✔	790	237	30.0%	90	11.4%
2303018	GREENBRIER MIDDLE SCHOOL	6-7				✔	543	223	41.1%	97	17.9%
2303019	GREENBRIER WESTSIDE ELEMENTARY	K-5	✔			✔	424	189	44.6%	85	20.0%
2303020	GREENBRIER JUNIOR HIGH SCHOOL	8-9				✔	563	197	35.0%	89	15.8%
2303021	GREENBRIER WOOSTER ELEMENTARY	K-5	✔			✔	393	169	43.0%	80	20.4%
2303023	GREENBRIER SPRINGHILL ELEMENTARY SCHOOL	K-5	✔			✔	422	172	40.8%	71	16.8%
Totals for Title I Served (prior year)							1645	740		314	
Totals for All Schools							3541	1397	39.45%	590	16.66%

1

Click on the buttons requiring changes at each building.

To add a building, click the yellow plus.

To delete a building, click the red “X”.

To edit information, use the blue pencil.

Building Maintenance

All errors on the **Current Reconfiguration Request** tab must be addressed prior to submitting the request to ADE.
Once submitted, all requests must be reviewed by ADE before you will be able to continue the budgeting process.

Building List | Current Reconfiguration Requests 3

The number of changes appears beside request.

Building Reconfiguration Status: PENDING COMPLETION

Request	LEA	School Name	Grade Span	Prior Year School Served	Federal Program SW	TA	NA	Enrollment Total	Free/ Reduced	Direct Certified
Reconfigure	0104021	PARK AVENUE ELEMENTARY SCHOOL	K-4	☑	●	○	○	630	630	297
Reconfigure	0104023	MEEKINS MIDDLE SCHOOL	5-6	☑	●	○	○	221	221	85
Reconfigure	0104025	STUTTGART HIGH SCHOOL	9-12	☐	○	○	○	475	244	117

The "Current Reconfiguration Requests" tab appears click on tab so changes can be made to buildings.

If a change isn't required, after clicking on it, click the Red "-" button.

Building Maintenance

Once submitted, all requests must be reviewed by ADE before you will be able to continue the budgeting process.

Building List | Current Reconfiguration Requests 1

Building Reconfiguration — Status: PENDING COMPLETION

Request	LEA	School Name	Grade Span	Prior Year School Served	Federal Program SW	Federal Program TA	Federal Program NA	Enrollment Total	Enrollment Free/ Reduced	Enrollment Direct Certified
Close	2303016	GREENBRIER EASTSIDE ELEMENTARY	K-5	✓			✓	406	210	78

District Comments

The building closed at the end of 16-17. ADE is aware of the change.

ADE Review Comments

Must leave a comment on changes for building Maintenance, make sure to click out of the comment box to get the “blue send” button.

Click on the blue “up” button to send to ADE for approval.

Can’t continue within the FGMS until changes have been approved by ADE. Once it’s submitted, the ADE approvers get an email to review and approve.

Once building changes are approved or denied LEA will receive an email.

Reply Reply All Forward

Wed 1/31/2018 12:44 PM

fgms-do-not-reply@arkansas.gov

FGMS - Building Reconfiguration Request Approved

To Kristy Hobson (ADE)

Arkansas Department of Education

Federal Grants Management System

Your building reconfiguration request has been APPROVED by ADE.

Your request was reviewed by ade\khobson. If you have any questions please contact ADE directly.

If any comments were provided by ADE, they will appear below:

ADE Comments:

No comments provided

Click this link to open the building reconfiguration request in FGMS: https://adedataqa.arkansas.gov/FGMS/buildings/2303000/28/maintain#reconfiguration-requests

Building Maintenance

All errors on the **Current Reconfiguration Request** tab must be addressed prior to submitting the request to ADE.
Once submitted, all requests must be reviewed by ADE before you will be able to continue the budgeting process.

Building List | Current Reconfiguration Requests 1 | Reconfiguration History 1

Building Reconfiguration — Status: PENDING COMPLETION

Request	LEA	School Name	Grade Span	Prior Year School Served	Federal Program SW	Federal Program TA	Federal Program NA	Enrollment Total	Enrollment Free/ Reduced	Enrollment Direct Certified
Close	2303016	GREENBRIER EASTSIDE ELEMENTARY	K-5	✔	✔			406	210	78

District Comments

This field is required.

ADE Review Comments

When logged in changes approved or denied are on the history tab.

If more changes are needed, click on "Current Reconfiguration" tab. Those changes must be approved again before going forward in the system.

Building Maintenance

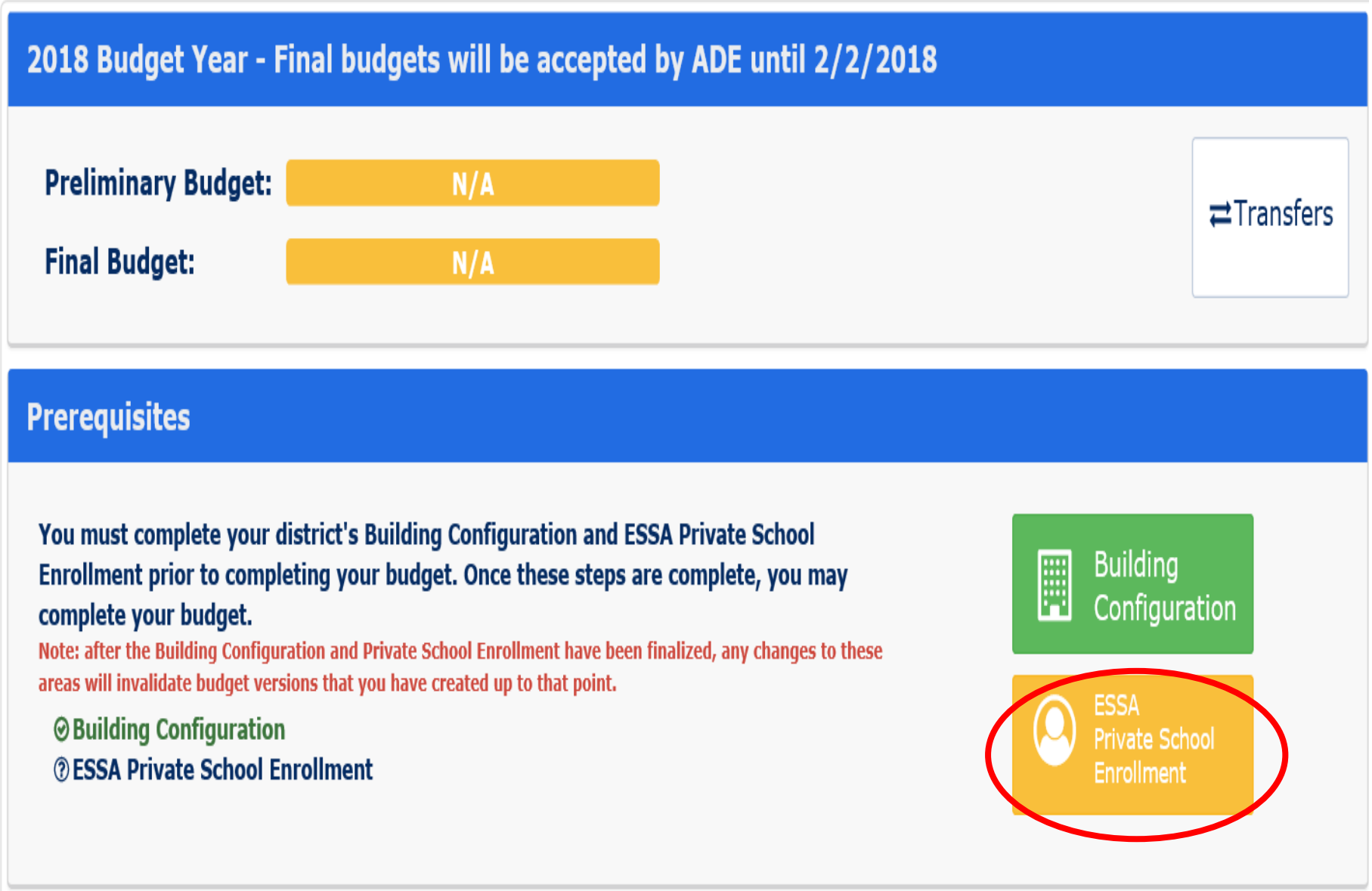
Building List

NOTE: The enrollment values reflected below are the counts reported by the school district in Cycle 2 of the *prior* (2017) school year. These values will be used to determine the Building Rank Order when completing the 2018 Title I Budget. These will also be used, based on the Poverty Measure you choose when creating your budget, to determine the Proportionate Share for Private Schools based on ESSA regulations.

School LEA	School Name	Grade Span	Prior Year School Served	Federal Program			2017 Cycle 2 Enrollment				
				SW	TA	NA	Total	Free/Reduced	F/R %	Direct Certified	DC %
0403013	GENTRY INTERMEDIATE SCHOOL	3-5	✔	✔			344	211	61.3%	82	23.8%
0403015	GENTRY MIDDLE SCHOOL	6-8				✔	294	177	60.2%	52	17.7%
0403016	GENTRY PRIMARY SCHOOL	K-2	✔	✔			297	180	60.6%	78	26.3%
0403703	GENTRY HIGH SCHOOL CONVERSION CHARTER	9-12				✔	472	253	53.6%	69	14.6%
Totals for Title I Served (prior year)							641	391		160	
Totals for All Schools							1407	821	58.35%	281	19.97%

1

After reviewing and more changes need to be made, click the red file folder and reopen the page and edit the previous information. (see previous slides)



Building Configuration, is now green showing it's complete.

The yellow ESSA Private School Enrollment button is now available.

Even if LEA does not have private school students, the LEA must click the green check box.

If there are no private schools students attending for Title I, click on green check and skip to Slide #42

ESSA Private School Enrollment

Please record your district's Private School enrollment for the 2018 school year below. NOTE: These enrollment amounts will be used for the following purposes:

- Determining the Proportionate Share for Private Schools according to ESSA Regulations next (e.g. 2019) school year.
- Determining the funds to allocate this year for each building's Equitable Share of this year's Equitable Services Set Aside. This will be calculated during the **Title I - Rank & Serve** step.

LEA	School Name	Grade Span	Total Private School Enrollment	Low Income Private School Enrollment	
2303016	GREENBRIER EASTSIDE ELEMENTARY	K-5	0	0	+
2303017	GREENBRIER HIGH SCHOOL	10-12	0	0	+
2303018	GREENBRIER MIDDLE SCHOOL	6-7	0	0	+
2303019	GREENBRIER WESTSIDE ELEMENTARY	K-5	0	0	+
2303020	GREENBRIER JUNIOR HIGH SCHOOL	8-9	0	0	+
2303021	GREENBRIER WOOSTER ELEMENTARY	K-5	0	0	+
2303023	GREENBRIER SPRINGHILL ELEMENTARY SCHOOL	K-5	0	0	+
Totals			0	0	

If LEA has no students leaving district for a private school, click the green check mark.

To enter private school data press the blue “+” sign.

LEA will enter Oct 1 counts in the current year. These students will be used for funding calculations next year.

ESSA Private School Enrollment

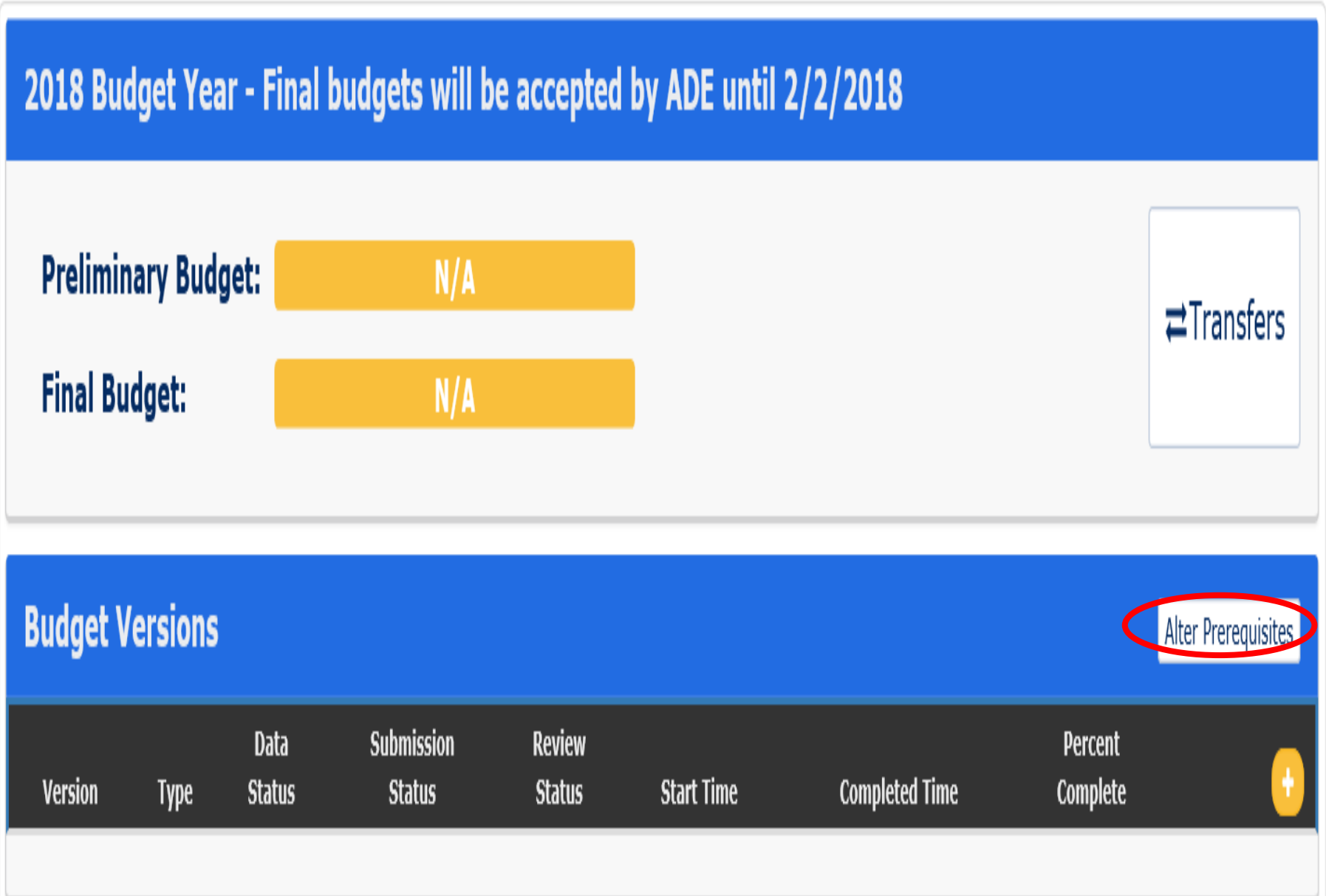
Please record your district's Private School enrollment for the 2018 school year below. NOTE: These enrollment amounts will be used for the following purposes:

- Determining the Proportionate Share for Private Schools according to ESSA Regulations next (e.g. 2019) school year.
- Determining the funds to allocate this year for each building's Equitable Share of this year's Equitable Services Set Aside. This will be calculated during the **Title I - Rank & Serve** step.

LEA	School Name	Grade Span	Low Income Private School Enrollment
1002006	CENTRAL PRIMARY SCHOOL	2-3	0
	Private School Name is required.		
1002007	LOUISA PERRITT PRIMARY	K-1	0
1002008	PEAKE ELEMENTARY SCHOOL	4-5	0
1002009	GOZA MIDDLE SCHOOL	6-8	0
1002010	ARKADELPHIA HIGH SCHOOL	9-12	0
Totals			0

If LEA has more than one private school per building, click on the blue "+" button to add more lines.

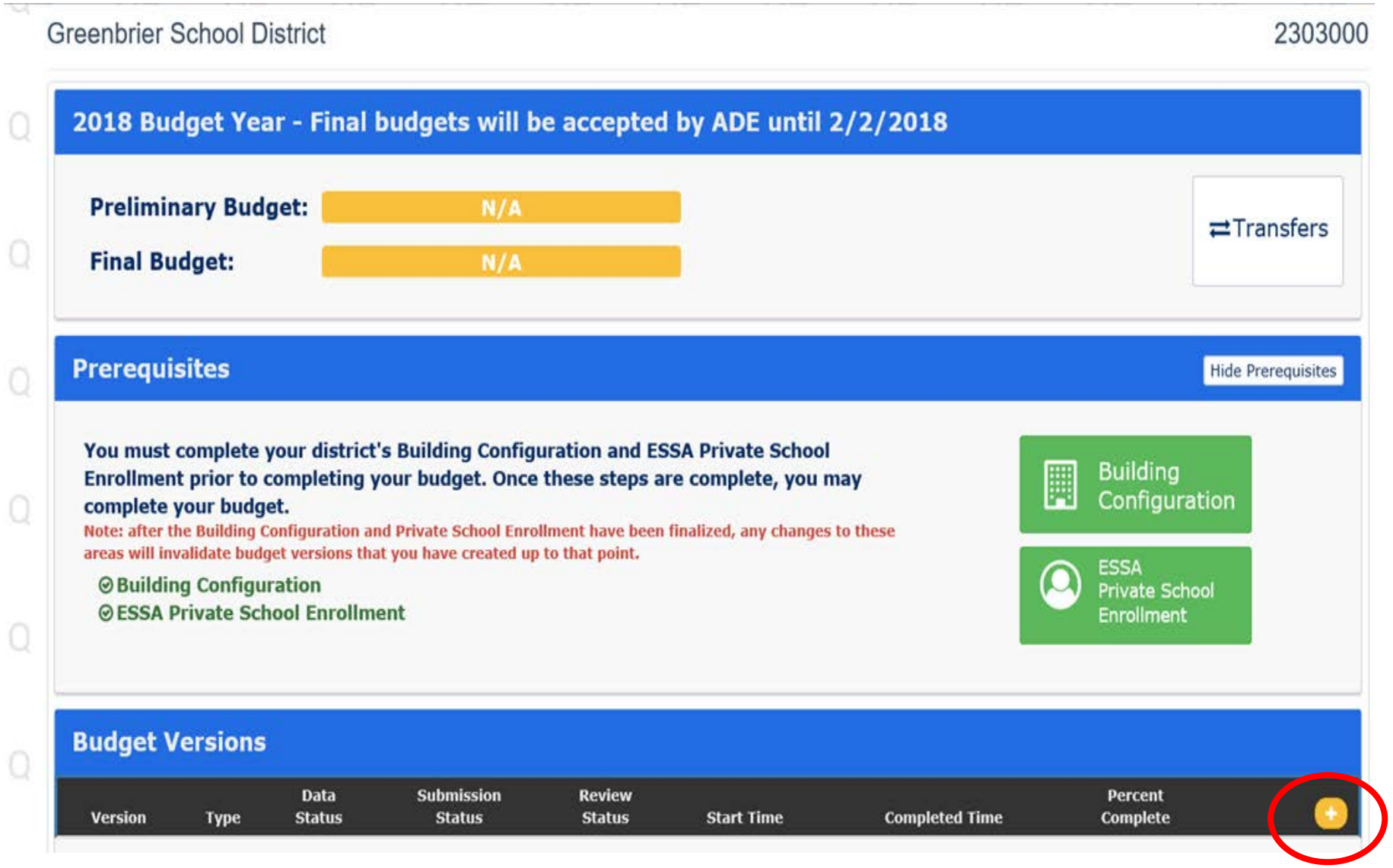
Once all data has been entered, click on the green check.



Once all transfers, building configurations and private school data has been entered, LEA is ready to begin the FGM budgets.

LEA will complete 2 budgets within FGM;
1 – Preliminary
2 – FINAL

If LEA needs to alter building changes or private school data, click “Alter Prerequisites”(see previous slides to make changes)



If clicked on “alter Prerequisites, notice that Building Configuration and Private School boxes are green.

If no edits need to be completed, LEA is ready to start the budgets by clicking on the yellow plus

2018 Budget Year - Final budgets will be accepted by ADE until 5/1/2018

Preliminary Budget: N/A

Final Budget: N/A

⇄ Transfers

Prerequisites

Hide Prerequisites

You must complete your district's Building Configuration and ESSA Private School Enrollment prior to completing your budget. Once these steps are complete, you may complete your budget.

Note: after the Building Configuration and Private School Enrollment have been finalized, any changes to these areas will invalidate budget versions that you have created up to that point.

- Building Configuration
- ESSA Private School Enrollment

Building Configuration

ESSA Private School Enrollment

Budget Versions

Version	Type	Data Status	Submission Status	Review Status	Start Time	Completed Time	Percent Complete	
1	Final	Current	Draft	N/A	03/19/18 12:28 pm	N/A	14.29%	

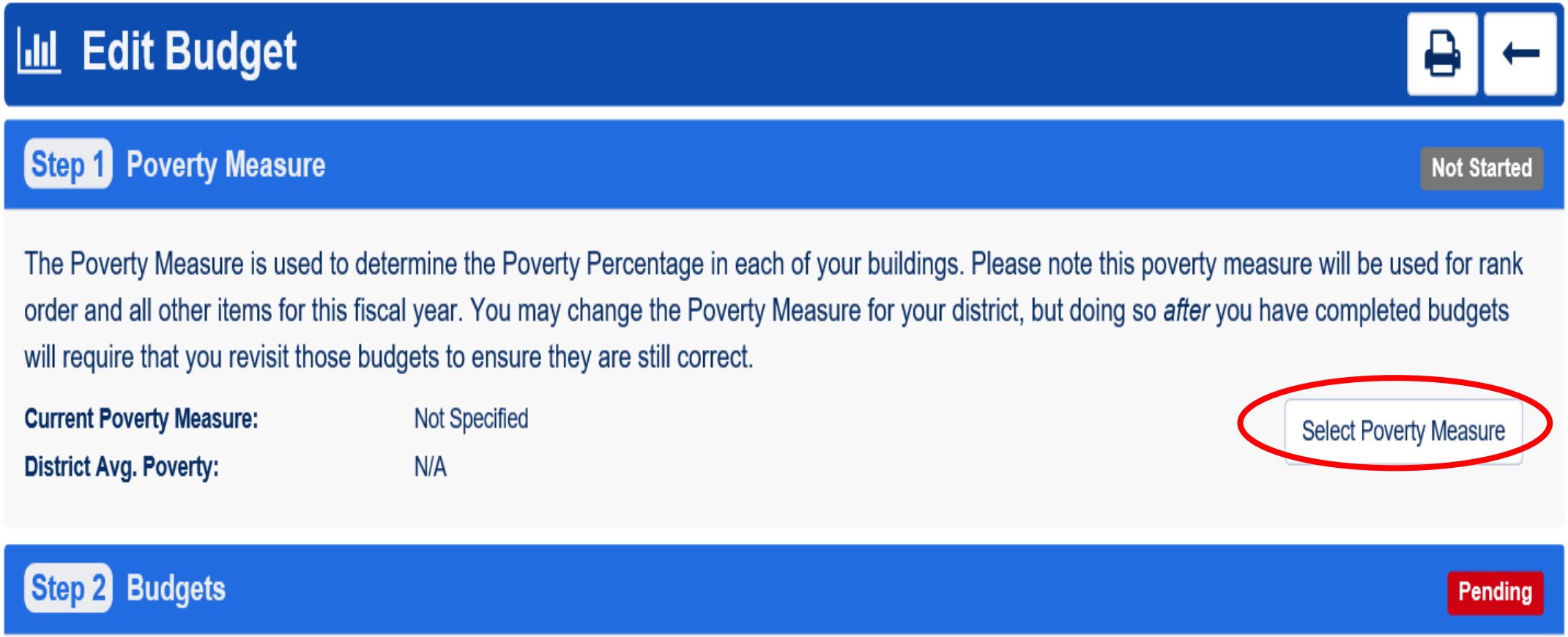
If changes need to be made, click on blue spy glass.

If LEA needs to make a copy, click on blue “paper”

If LEA needs to delete budget and start over, click on the red “X”.

To open the next window, click on yellow “+”.

The percent complete, shows how far within the FGMS is completed.



LEA must choose a poverty measure, or the program will not move forward. Click “select poverty measure” to make that selection, please note this is also a question in the Title I application that must be answered.

Poverty Measure

All information below must be provided before you can continue.

Note that the values below reflect your enrollment from the 2017 school year.

Poverty Measure:

- Select Poverty Measure
- Free & Reduced Lunch Counts
- Direct Certified
- Direct Certified x Multiplier
- Other

				2017 Cycle 2 Enrollment				
LEA	Buildin	Span	CEP	Enrollment	Free and Reduced	Direct Cert	Direct Cert x Mult	Poverty %
1002006	CENTRAL PRIMARY SCHOOL	2-3		297	190	87	1[illegible]9	???
1002007	LOUISA PERRITT PRIMARY	K-1		284	183	90	1[illegible]44	???
1002008	PEAKE ELEMENTARY SCHOOL	4-5		281	170	80	1[illegible]28	???
1002009	GOZA MIDDLE SCHOOL	6-8		420	250	106	1[illegible]0	???
1002010	ARKADELPHIA HIGH SCHOOL	9-12		518	259	110	17[illegible]	???
District Average Poverty:								0.00%

These numbers are prior year Cycle 2 data, submitted through the Child Nutrition counts.

District can't be 100% funded due to law stating the highest percent of poverty is funding down.

If a CEP school or Provision 2 school, the only options available is "Direct Certified" or Direct Cert with Multiplier.

See next slide on Community Eligible Provision (CEP).

Direct Cert w/Multiplier

How may a local educational agency participating in the National School Lunch Program's Community Eligibility Provision use program and CEP data to allocate Title I funds to schools?

- Section 1113(a)(5) of the Every Student Succeeds Act, Pub. L. No. 114-95, requires that such LEAs select a poverty measure. U.S. Education Department guidance revised in 2015 provides the following options:
- Children ages 5-17 in poverty as counted in the most recent Census data approved by ED.
- Children eligible for free and reduced-price lunches under the Richard B. Russell National School Lunch Act.
- Children in families receiving assistance under the state program funded under Title IV, Part A of the Social Security Act, also known as TANF.
- Children eligible to receive medical assistance under the Medicaid program.
- A composite of any of the above measures.

Identified students under CEP are eligible under the Richard B. Russell National School Lunch Act. If an LEA selects NSLP data as its poverty measure and has a CEP school, the CEP data will be part of the NSLP data that the LEA uses for within-district allocations -- assuming the LEA has chosen to rank its schools and allocate Title I funds based on NSLP data. See *Guidance: Community Eligibility Provision and Selected Requirements under Title I, Part A*, Q-14.

Poverty Measure

Note that the values below reflect your enrollment from the 2017 school year.

Poverty Measure: Free & Reduced Lunch Counts

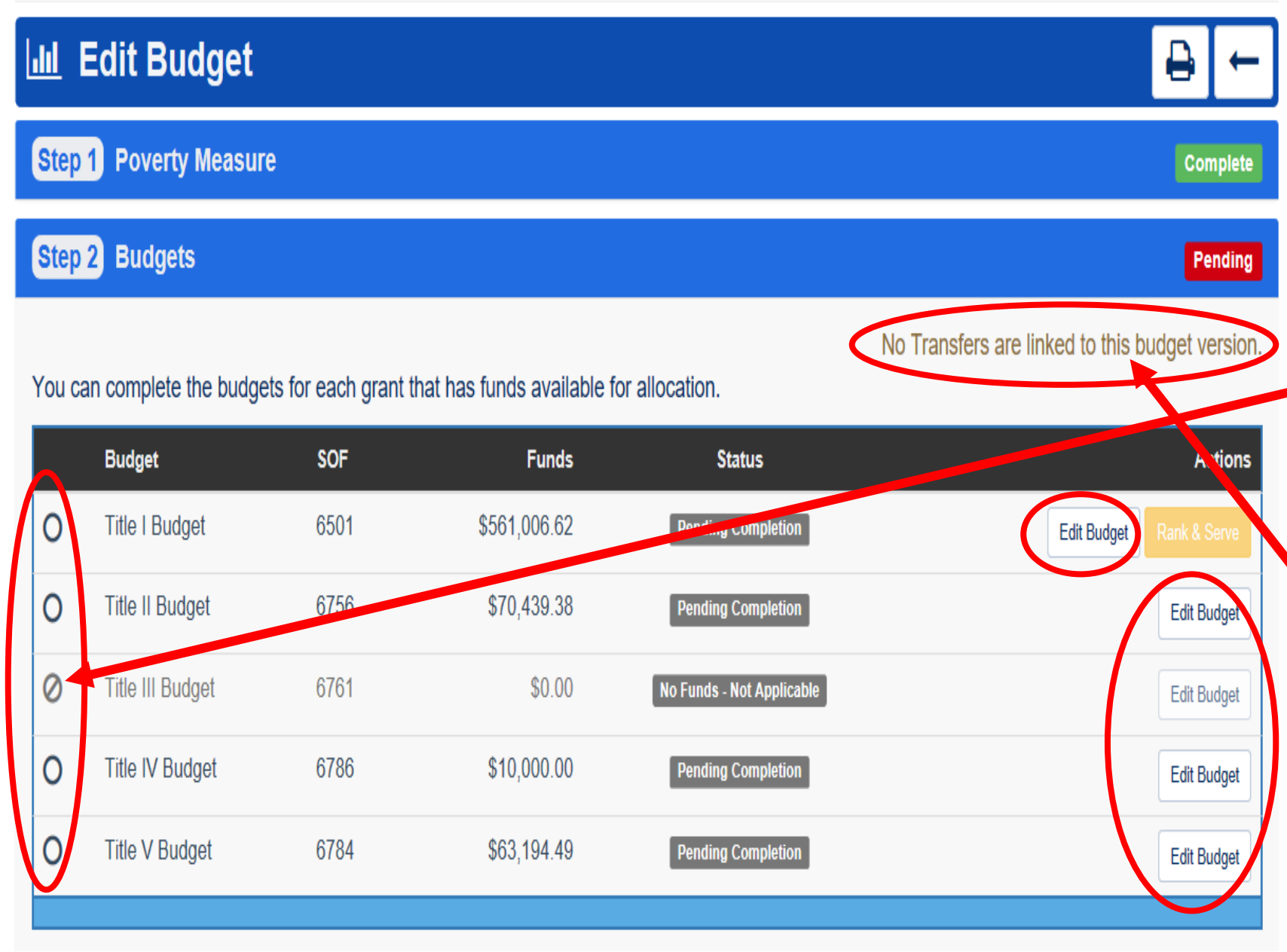
				2017 Cycle 2 Enrollment				
LEA	Building Name	Grade Span	CEP	Enrollment	Free and Reduced	Direct Cert	Direct Cert x Mult	Poverty %
1002006	CENTRAL PRIMARY SCHOOL	2-3		297	190	87	139	63.97%
1002007	LOUISA PERRITT PRIMARY	K-1		284	183	90	144	64.44%
1002008	PEAKE ELEMENTARY SCHOOL	4-5		281	170	80	128	60.50%
1002009	GOZA MIDDLE SCHOOL	6-8		420	250	106	170	59.52%
1002010	ARKADELPHIA HIGH SCHOOL	9-12		518	259	110	176	50.00%
District Average Poverty:								58.44%

Clicking on Poverty Measures, show how the poverty percent changes with each building.

That percent is how buildings will be ranked.

Once the Poverty Measure has been selected, click on the green check.

Changes can always be made within the FGMS.



At this step, LEAs can work on any budget in any order, by clicking on the Edit Budget button.

If there is a “hash mark” through the circle; the LEA has transferred or does not receive funding for that Program. Those budgets are not applicable.

If a transfer is linked or not linked to budget version.

Take the eFinance budget worksheet bookkeeper has emailed in an Excel format and enter the amounts required into the Title I budget page.

District Level set asides are functions coded to 000, or a number used by that LEA. If using another number other than 000, please make note if it under LEA Location for ADE Reviewer.

Federal Fund Budget Worksheet

Fund 6XXX

Fiscal Year	Budget Unit	Budget Unit Title	LEA Location	Lea Location Title	Account Code	Account Title	Fiscal Year Budgeted Amount	Fiscal Year Expense Amount	Use of Funds
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	61110	CERT SALARY	32,368.47	585.00	Tutor for shelter - Fisk
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62210	CERT SOC SEC	0.00	33.60	Tutor Benefits
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62260	CERT MEDICARE	0.00	7.86	Tutor Benefits
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62310	CERT TCH RET-CONT	0.00	81.90	Tutor Benefits
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62610	CERT WKR'S COMP	0.00	1.87	Tutor Benefits
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62910	OTHER BENEFITS-CERTIFIED	0.00	0.31	Tutor Benefits
18	6501217000000000	PARENT INVMT	000	DISTRICT WIDE	66100	GEN SUPPLIES	0.00	925.00	
18	6501221000000000	IMP OF INSTR	000	DISTRICT WIDE	66100	GEN SUPPLIES	3,000.00	137.70	Materials for Fed Coordinator
18	6501221300000000	IMP OF INSTR	000	DISTRICT WIDE	63310	CERT. PROF DEV PS	8,500.00	2,000.59	District PD
18	6501221300000000	IMP OF INSTR	000	DISTRICT WIDE	65810	TRVL-CERT-IN DISTRICT	2,000.00	318.31	District PD Travel Expenses
18	6501221300000000	IMP OF INSTR	000	DISTRICT WIDE	65890	LODGING	1,500.00	0.00	District PD Lodging
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	61110	CERT SALARY	26,700.00	14,707.80	Fed Coordinator
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	61510	CERTIFIED	0.00	500.00	
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62210	CERT SOC SEC	0.00	800.55	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62260	CERT MEDICARE	0.00	187.20	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62310	CERT TCH RET-CONT	3,752.79	2,129.0	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62610	CERT WKR'S COMP	0.00	48.63	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62710	CERT HEALTH BENEFITS	0.00	470.13	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62711	CRT PREM ASSISTANCE EBD	0.00	82.26	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62910	OTHER BENEFITS-CERTIFIED	0.00	6.06	Fed Coordinator Benefits
18	6501335500000000	HOMELESS	000	DISTRICT WIDE	66100	GEN SUPPLIES	2,500.00	784.92	McKinney-Vento Students
18	6501217069900000	TITLE 1 PAR INV	699	TITLE 1	66100	GEN SUPPLIES	2,800.00	538.20	Parent Engagement Materials
18	65015500000	Indirect Cost	0	DISTRICT WIDE	68400		5,700.59		
							88,821.85		

Title 1 | Title 2 | Title 3 | Title 4 | Title 6b reap

Neglected 1594	32368.47
Optional PD 2213	12000
Homeless 3355	2500
Parent & Family 2170	2800
Indirect Cost	5700.59
Other District Cost *3000 *26700 *3752.79	33452.79
Total Budgeted to District	88821.85

Other district level cost, consist of everything that is not required to be separated on the Title I District page, this example is outlined in blue.

Title I		
SOF 6501		Amounts
Allocation		$499,741.62
Carryover		$0.00
Cash on Hand		$0.00
Funds Transferred Into Title I		$66,992.35
Homeless (Function 3355)		2500
Professional Development (Optional)		12000
Equitable Services (Function 3352)		$0.00
Carryover and/or Additional - Equitable Services (Function 3352)		
Indirect Cost (must be <= *Allowable Indirect Cost*)	($17,766.64 max)	5700.59
Neglected Set Aside (Function 1594)		$32,368.47
Additional Neglected Set Aside (Function 1594)		
District Level Cost - 2170 - Parent and Family Engagement		$2,800.00
District Level Carryover - 2170 - Parent and Family Engagement		$0.00
Other District Level Cost		33452.79
Total Budgeted at District Level		$88,821.85
Total Available for Budget at Buildings		$477,912.12

Parental and Family Involvement - Function 2170		
	Required	Actual
Allocation + Transfer In	$566,733.97	
1% Parental Involvement Set Aside	$5,667.34	8000
School Level (at least 90% of total set aside)	$5,100.61	5200
District Set Aside (Function 2170)		$2,800.00
Parental and Family Involvement Carryover from prior year		
School Level Carryover		0
District Level Carryover		0
Private School Portion		
1% of Equitable Services Set Aside	$0.00	

Indirect Cost Calculation - Function 5500	
Indirect Cost	3.13%
Total Funds Available	$566,733.97
Sub-awards	
Capital Outlay	
Allowable Indirect Cost	$17,766.64

Notes for Colored Cells

When reviewing the cells within FGM;

- Dark blue cells is uploaded data from SEA.
- Light blue cells is a calculation within FGM.
- Yellow cells is an open field for LEA to enter data.

$ Title I Budget

Your budget must be both *Valid* and *Complete* in order to proceed to ranking your buildings and allocating funds to each building. However, you may save your budget at any time in order to be able to return and edit the information. If you make changes to the budget *after* marking it Complete and ranking your buildings, you will have to review your building rankings and potentially adjust the allocations to match the new budget status.

Title I

SOF 6501		Amounts
Allocation		$499,741.62
Carryover		$0.00
Cash on Hand		$0.00
Funds Transferred Into Title I		$66,992.35
Homeless (Function 3355)		2500
Professional Development (Optional)		12000
Equitable Services (Function 3352)		$0.00
Carryover and/or Additional - Equitable Services (Function 3352)		
Indirect Cost (must be <= *Allowable Indirect Cost*)	($17,766.64 max)	5700.59
Neglected Set Aside (Function 1594)		$32,368.47
Additional Neglected Set Aside (Function 1594)		
District Level Cost - 2170 - Parent and Family Engagement		$2,800.00
District Level Carryover - 2170 - Parent and Family Engagement		$0.00
Other District Level Cost		33452.79
Total Budgeted at District Level		$88,821.85
Total Available for Budget at Buildings		$477,912.12

Parental and Family Involvement - Function 2170

	Required	Actual
Allocation + Transfer In	$566,733.97	
1% Parental Involvement Set Aside	$5,667.34	8000
School Level (at least 90% of total set aside)	$5,100.61	5200
District Set Aside (Function 2170)		$2,800.00
Parental and Family Involvement Carryover from prior year		
School Level Carryover		0
District Level Carryover		0
Private School Portion		
1% of Equitable Services Set Aside	$0.00	

Indirect Cost Calculation - Function 5500

Indirect Cost	3.13%
Total Funds Available	$566,733.97
Sub-awards	
Capital Outlay	
Allowable Indirect Cost	$17,766.64

Anything coded to 000 District level cost will be entered on this page.

Click on the green check at any time and come back later, by clicking on red folder.

Data collection for Equitable Services is determined by prior year counts.

Since the current year allocation for private schools is based on prior year data, If LEA has private school students in the current year, but not in prior year, it is the districts' discretion to set aside some funds for those students. Enter those funds in the "Carryover and/or additional for Equitable Services". These funds should also show on the efinance budget worksheet function 3352.

Private School Allocations

Private School - Function 3352

Title I Building served in prior year		Prior Year Cycle 2 Enrollment		
LEA	Name	Low Income Public School Students	Low Income Private School Students	Total Low Income Students
Total		741	0	741
Proportionate Share:		100.00%	0.00%	
Private School:			$0.00	

NOTE: Although the district had Low Income students attend private schools last year, there are no low-income students attending private schools during the current school year. Accordingly, the Equitable Services Set-Aside is $0.00.

Title I	
SOF 6501	Amounts
Allocation	$499,741.62
Carryover	$0.00
Cash on Hand	$0.00
Funds Transferred Into Title I	$66,992.35
Homeless (Function 3355)	2500
Professional Development (Optional)	12000
Equitable Services (Function 3352)	$0.00
Carryover and/or Additional - Equitable Services (Function 3352)	
Indirect Cost (must be <= *Allowable Indirect Cost*) ($17,766.64 max)	5700.59
Neglected Set Aside (Function 1594)	$32,368.47
Additional Neglected Set Aside (Function 1594)	
District Level Cost - 2170 - Parent and Family Engagement	$2,800.00
District Level Carryover - 2170 - Parent and Family Engagement	$0.00
Other District Level Cost	33452.79
Total Budgeted at District Level	$88,821.85
Total Available for Budget at Buildings	$477,912.12

Allocation, Carryover, Cash on Hand and the Neglected Set aside have been uploaded, data is available on finance website. http://www.arkansased.gov/divisions/fiscal-and-administrative-services/lea-federal-funding

Funds transferred in are from the transfer section through FGMS.

LEA must enter something in Homeless

Equitable Services will auto populate based on LEAs private school student data. If transferring funds into Title I and LEA has private school students, the calculation is based on allocation and carryover plus transfers into.

LEA may enter additional funds but cannot take less.

Parental and Family Involvement - Function 2170		
	Required	Actual
Allocation	$3,889,261.15	
1% Parental Involvement Set Aside (Total district and buildings set aside)	$38,892.61	Must be at least the required amount
Total Building(s) Level set aside (at least 90% of total set aside)	$35,003.35	Must be at least the required amount
District Set Aside (Function 2170)		$0.00
Parental and Family Involvement Carryover from prior year		
School Level Carryover		
District Level Carryover		
Private School Portion		
1% of Equitable Services Set Aside	$30.12	Must be at least the required amount

Parent and Family Involvement Function 2170

If the LEA receives more then $500,000, it must set aside at least 1% of its allocation, of that amount at least 90% must go to the building.

Enter the TOTAL for both district and buildings in the 1% cell, then enter the amount just for school level in the next cell.

The amount not budgeted to buildings is set aside for district level parental involvement, in the blue cell.

If the district has parental involvement carryover it can be enter at either school level or district level.

Also, if LEA has private school students, an equitable amount must be set aside for those students.

If numbers are less than the minimum LEA will get an error.

Indirect Cost Calculation - Function 5500	
Indirect Cost	4.31%
Total Funds Available	$561,006.62
Sub-awards	
Capital Outlay	
Allowable Indirect Cost	$24,206.20

Title I	
SOF 6501	Amounts
Allocation	$463,191.32
Carryover	$97,815.30
Cash on Hand	$0.00
Funds Transferred Into Title I	$0.00
Homeless (Function 3355)	Homeless Set Aside is required
Professional Development (Optional)	
Equitable Services (Function 3352)	$0.00
Carryover and/or Additional - Equitable Services (Function 3352)	
Indirect Cost (must be <= *Allowable Indirect Cost*) ($24,206.20 max)	0
Neglected Set Aside (Function 1594)	$0.00
Additional Neglected Set Aside (Function 1594)	
District Level Cost - 2170 - Parent and Family Engagement	$0.00
District Level Carryover - 2170 - Parent and Family Engagement	$0.00
Other District Level Cost	
Total Budgeted at District Level	$0.00
Total Available for Budget at Buildings	$561,006.62

Indirect Cost Calculation

The indirect cost rate data is uploaded from the ADE Finance office website.

Enter sub-awards and capital outlay, the allowable indirect cost will auto populate.

LEA must then enter an amount equal to or lesser, that is reflected in that cell for Indirect Cost.

Please note, the rate listed is what the bookkeeper will use to determine the actual amount at end of year.

At end of year, the bookkeeper will complete the calculation and move those funds from federal to operating. LEA can't take more than budgeted.

$ Title I Budget

Your budget must be both *Valid* and *Complete* in order to proceed to ranking your buildings and allocating funds to each building. However, you may save your budget at any time in order to be able to return and edit the information. If you make changes to the budget *after* marking it Complete and ranking your buildings, you will have to review your building rankings and potentially adjust the allocations to match the new budget status.

Title I

SOF 6501		Amounts
Allocation		$499,741.62
Carryover		$0.00
Cash on Hand		$0.00
Funds Transferred Into Title I		$66,992.35
Homeless (Function 3355)		2500
Professional Development (Optional)		12000
Equitable Services (Function 3352)		$0.00
Carryover and/or Additional - Equitable Services (Function 3352)		
Indirect Cost (must be <= *Allowable Indirect Cost*)	($17,766.64 max)	5700.59
Neglected Set Aside (Function 1594)		$32,368.47
Additional Neglected Set Aside (Function 1594)		
District Level Cost - 2170 - Parent and Family Engagement		$2,800.00
District Level Carryover - 2170 - Parent and Family Engagement		$0.00
Other District Level Cost		33452.79
Total Budgeted at District Level		$88,821.85
Total Available for Budget at Buildings		$477,912.12

Parental and Family Involvement - Function 2170

	Required	Actual
Allocation + Transfer In	$566,733.97	
1% Parental Involvement Set Aside	$5,667.34	8000
School Level (at least 90% of total set aside)	$5,100.61	5200
District Set Aside (Function 2170)		$2,800.00
Parental and Family Involvement Carryover from prior year		
School Level Carryover		0
District Level Carryover		0
Private School Portion		
1% of Equitable Services Set Aside	$0.00	

Indirect Cost Calculation - Function 5500

Indirect Cost	3.13%
Total Funds Available	$566,733.97
Sub-awards	
Capital Outlay	
Allowable Indirect Cost	$17,766.64

Once all data has been entered, the Total Budgeted at District Level must agree with the eFinance budget worksheet, the bookkeeper created. Click on and green check box to continue.
(See next slide)

$ Title

		Amount
Allocation		$28,425.76
Carryover		$3,334.98
Cash on Hand		$0.00
Funds Transferred *to* Title IV		$0.00
Funds Transferred *from* Title IV		$0.00
Administrative Costs		0
Indirect Cost	($969.25 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		31760.74
Total Available to District		$31,760.74
Total Available to Buildings		N$aN Cannot be less than zero.

Equitable Services	
Number of Students	
Enrollment	3540
Students Participating at Private Schools within District Boundary	0
Total Enrollment	3540
Title IV Allocation	
Total LEA Allocation	$28,425.76
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$28,425.76
Per Pupil Rate	
Per Pupil Rate	$8.03
Equitable Services	
Amount	$0.00

Indirect Cost Calculation - Function 5500	
Indirect Cost	3.05%
Total Funds Available	$31,760.74
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$969.25

ERROR MESSAGE ON ANY FGM BUDGET PAGES

N$aN – Cannot be less than zero

Change the cents by one penny to correct and the green check will be available.

Total budgeted on efinance worksheet must agree with the FGM System Total budgeted for district level.

Federal Fund Budget Worksheet

Fund 6XXX

Fiscal Year	Budget Unit	Budget Unit Title	LEA Location	Lea Location Title	Account Code	Account Title	Fiscal Year Budgeted Amount	Fiscal Year Expense Amount	Use of Funds
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	61110	CERT SALARY	32,368.47	585.00	Tutor for shelter - Fisk
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62210	CERT SOC SEC	0.00	33.60	Tutor Benefits
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62260	CERT MEDICARE	0.00	7.86	Tutor Benefits
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62310	CERT TCH RET-CONT	0.00	81.90	Tutor Benefits
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62610	CERT WKR'S COMP	0.00	1.87	Tutor Benefits
18	6501159400000000	NEGLECTED YOUTH	000	DISTRICT WIDE	62910	OTHER BENEFITS-CERTIFIED	0.00	0.31	Tutor Benefits
18	6501217000000000	PARENT INVMT	000	DISTRICT WIDE	66100	GEN SUPPLIES	0.00	925.00	
18	6501221000000000	IMP OF INSTR	000	DISTRICT WIDE	66100	GEN SUPPLIES	3,000.00	137.70	Materials for Fed Coordinator
18	6501221300000000	IMP OF INSTR	000	DISTRICT WIDE	63310	CERT. PROF DEV PS	8,500.00	2,000.50	District PD
18	6501221300000000	IMP OF INSTR	000	DISTRICT WIDE	65810	TRVL-CERT-IN DISTRICT	2,000.00	318.31	District PD Travel Expenses
18	6501221300000000	IMP OF INSTR	000	DISTRICT WIDE	65890	LODGING	1,500.00	0.00	District PD Lodging
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	61110	CERT SALARY	26,700.00	14,707.80	Fed Coordinator
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	61510	CERTIFIED	0.00	500.00	
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62210	CERT SOC SEC	0.00	800.55	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62260	CERT MEDICARE	0.00	187.20	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62310	CERT TCH RET-CONT	3,752.79	2,129.08	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62610	CERT WKR'S COMP	0.00	48.63	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62710	CERT HEALTH BENEFITS	0.00	470.13	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62711	CRT PREM ASSISTANCE EBD	0.00	82.26	Fed Coordinator Benefits
18	6501232400000000	FED PROGRAM DIRECTOR	000	DISTRICT WIDE	62910	OTHER BENEFITS-CERTIFIED	0.00	6.06	Fed Coordinator Benefits
18	6501335500000000	HOMELESS	000	DISTRICT WIDE	66100	GEN SUPPLIES	2,500.00	784.92	McKinney-Vento Students
18	6501217069900000	TITLE 1 PAR INV	699	TITLE 1	66100	GEN SUPPLIES	2,800.00	538.20	Parent Engagement Materials
18	65015500000	Indirect Cost	0	DISTRICT WIDE	68400		5,700.59		
							88,821.85		

Title 1 | Title 2 | Title 3 | Title 4 | Title 6b reap

$ Title I Budget

Your budget must be both *Valid* and *Compl*
order to be able to return and edit the infom
rankings and potentially adjust the allocatio
Your budget is valid. If you are satisfied w

you may save your budget at any time in
ou will have to review your building

Please confirm this action

Are you sure you want to complete this task?

Cancel | OK

Title I

SOF 6501	Amounts
Allocation	$463,191.32
Carryover	$97,815.30
Cash on Hand	$0.00
Funds Transferred Into Title I	$0.00
Homeless (Function 3355)	2500
Professional Development (Optional)	500
Equitable Services (Function 3352)	$0.00
Carryover and/or Additional - Equitable Services (Function 3352)	
Indirect Cost (must be <= *Allowable Indirect Cost*) ($24,206.20 max)	0
Neglected Set Aside (Function 1594)	$0.00
Additional Neglected Set Aside (Function 1594)	
District Level Cost - 2170 - Parent and Family Engagement	$0.00
District Level Carryover - 2170 - Parent and Family Engagement	$0.00
Other District Level Cost	125659
Total Budgeted at District Level	$128,659.00
Total Available for Budget at Buildings	$432,347.62

ement - Function 2170

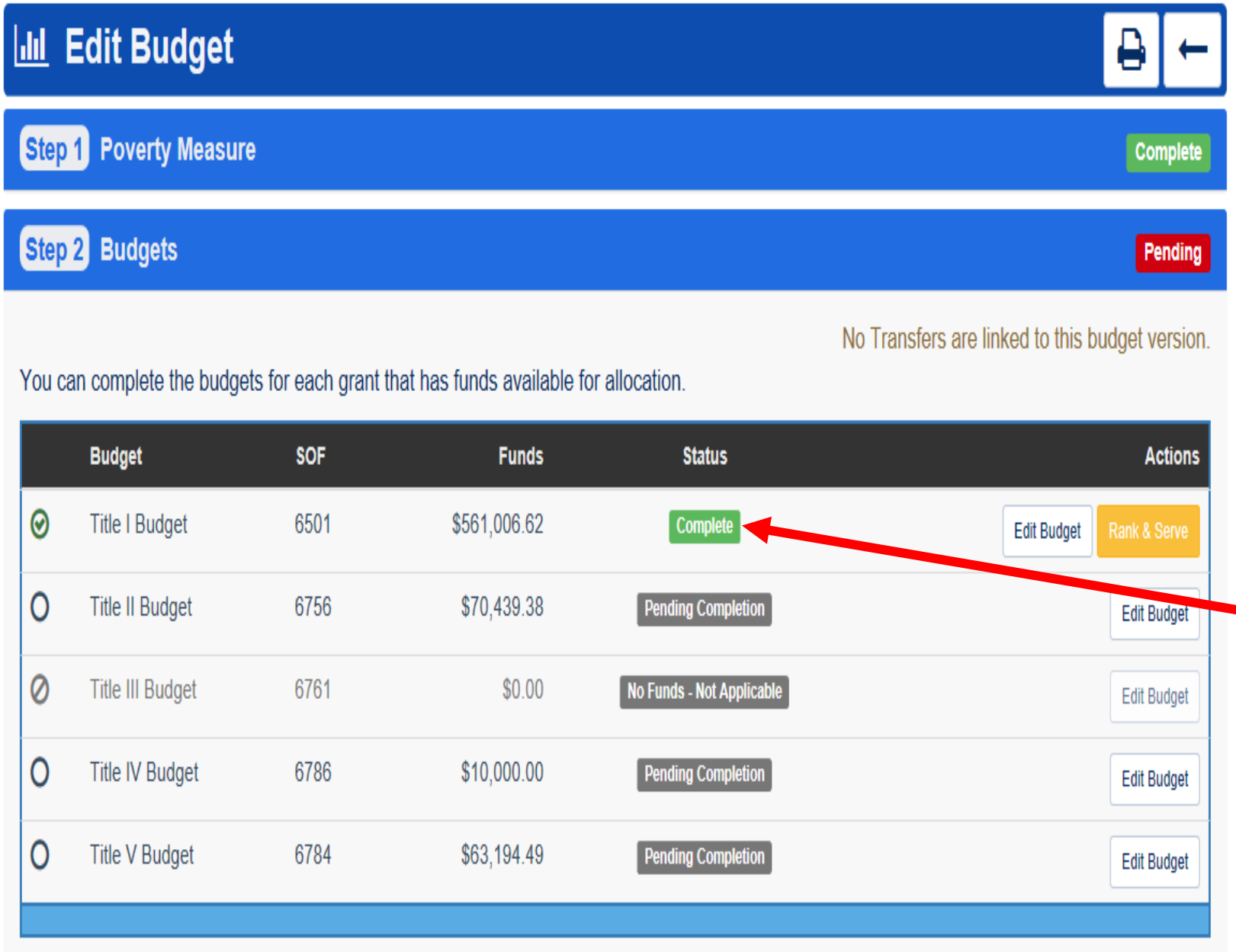
The Parental and Family Involvement Set Aside is optional for this district because the Allocation is below the $500,000 threshold.

	Required	Actual
Allocation + Transfer In	$463,191.32	
1% Parental Involvement Set Aside	$4,631.91	
School Level (at least 90% of total set aside)	$4,168.72	
District Set Aside (Function 2170)		$0.00
Parental and Family Involvement Carryover from prior year		
School Level Carryover		
District Level Carryover		
Private School Portion		
1% of Equitable Services Set Aside	$0.00	

Indirect Cost Calculation - Function 5500

Indirect Cost	4.31%
Total Funds Available	$561,006.62
Sub-awards	
Capital Outlay	
Allowable Indirect Cost	$24,206.20

Once LEA has clicked on the green check box, the LEA will need to confirm this action.



Once confirmed action is clicked, LEAs is ready to edit budgets, by entering the data from the efinance budget worksheets.

District can't click on "rank and serve" until the Title I district budget is completed, this is due to all the required set asides.

The district budget is complete, using the eFinance budget worksheets emailed by district bookkeeper, to determine the actual amount per child.

Rank and Serve Options

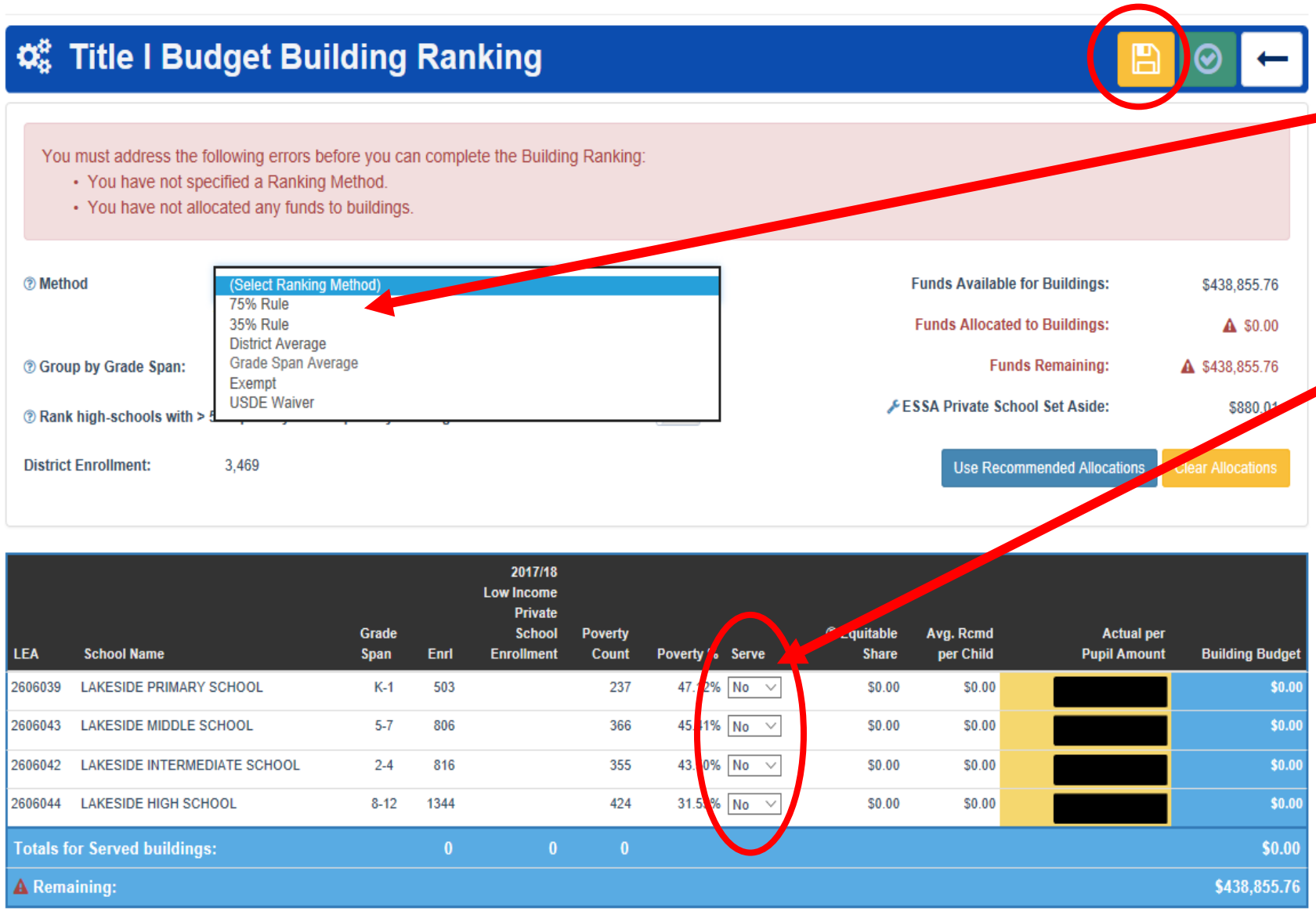
- All buildings at or above 75% poverty must be served.
- All buildings at or above 35% poverty must be served.
- All buildings at or above the district average must be served.
- All buildings with the same grade span must be above that grade spans average to be served.
- If an LEA has fewer than 1,000 students enrolled and only one grade per building, the LEA is exempt from rank and serve, unless one of those buildings is 75% or more. LEA can then serve the buildings in any order.
- USDE offers a waiver from Rank and Serve. (This option requires additional paperwork.)

Rank and Serve Options – 125% rule

- If an LEA chooses to fund any school attendance area or school with a poverty level below the 35%, roughly twice the national average, then the per-per-pupil amounts allocated to all its participating schools or areas must be 125% of the per-pupil amount the LEA received.

- Calculated by: (before any set asides are taken, on the total allocation)

Title I allocation divided by the # of low income students then multiplying by 125%



First choose the method to rank and serve. The 75% rule, 35% rule, district average, grade span average, exempt.

Once option is picked, then the black cells will need to be opened/closed. If LEA serves a building, change the “No” to “Yes” or “Skip” if skipping a building.

LEA may save the data they’re working on at any time using the yellow save button.

LEA may also go back to the previous screen using the back arrow.

Title I Budget Building Ranking

You must address the following errors before you can complete the Building Ranking:
- You have not allocated any funds to buildings.

Method: 75% Rule

Group by Grade Span: Yes

Rank high-schools with > 50% poverty as 75% poverty buildings: No

District Enrollment: 3,541

Funds Available for Buildings: $406,690.00

Funds Allocated to Buildings: $0.00

Funds Remaining: $406,690.00

ESSA Private School Set Aside: $0.00

Use Recommended Allocations | Clear Allocations

LEA	School Name	Grade Span	Enrl	2017/18 Low Income Private School Enrollment	Poverty Count	Poverty %	Serve	Equitable Share	Avg. Rcmd per Child	Actual per Pupil Amount	Building Budget
75% or greater poverty											
Grade Span: P/K-5				Avg. Poverty %:		44.98%					
2303016	GREENBRIER EASTSIDE ELEMENTARY	K-5	406		210	51.72%	No	$0.00	$0.00	[redacted]	$0.00
2303019	GREENBRIER WESTSIDE ELEMENTARY	K-5	424		189	44.58%	No	$0.00	$0.00	[redacted]	$0.00
2303021	GREENBRIER WOOSTER ELEMENTARY	K-5	393		169	43.00%	No	$0.00	$0.00	[redacted]	$0.00
2303023	GREENBRIER SPRINGHILL ELEMENTARY SCHOOL	K-5	422		172	40.76%	No	$0.00	$0.00	[redacted]	$0.00
Grade Span: 6-7				Avg. Poverty %:		41.07%					
2303018	GREENBRIER MIDDLE SCHOOL	6-7	543		223	41.07%	No	$0.00	$0.00	[redacted]	$0.00
Grade Span: 8-9				Avg. Poverty %:		34.99%					
2303020	GREENBRIER JUNIOR HIGH SCHOOL	8-9	563		197	34.99%	No	$0.00	$0.00	[redacted]	$0.00
Grade Span: 10-12				Avg. Poverty %:		30.00%					
2303017	GREENBRIER HIGH SCHOOL	10-12	790		237	30.00%	No	$0.00	$0.00	[redacted]	$0.00
Totals for Served buildings:			0	0	0						$0.00
Remaining:											$406,690.00

If the LEA has more than one building per grade span, slide the “No” to “Yes” and serve by grade span grouping.

If the LEA wants to serve a high school that is currently at 50% as 75% poverty, slide the “No” to “Yes”.

Districts may choose to use the recommended allocation per pupil. This is an average.

Title I Budget Building Ranking

You must address the following errors before you can complete the Building Ranking:
- You have buildings with an invalid amount of funding allocated.

Method: 35% Rule

Group by Grade Span: Yes

Rank high-schools with > 50% poverty as 75% poverty buildings: No

District Enrollment: 3,541

Funds Available for Buildings: $406,690.00

Funds Allocated to Buildings: $311,464.43

Funds Remaining: $95,225.57

ESSA Private School Set Aside: $0.00

Use Recommended Allocations | Clear Allocations

LEA	School Name	Grade Span	Enrl	2017/18 Low Income Private School Enrollment	Poverty Count	Poverty %	Serve	Equitable Share	Avg. Rcmd per Child	Actual per Pupil Amount	Building Budget
75% or greater poverty											
Grade Span: P/K-5				Avg. Poverty %:		44.98%					
2303016	GREENBRIER EASTSIDE ELEMENTARY	K-5	406		210	51.72%	Yes	$0.00	$422.33	422.33	$88,689.30
2303019	GREENBRIER WESTSIDE ELEMENTARY	K-5	424		189	44.58%	Yes	$0.00	$422.31	500	[illegible]
2303021	GREENBRIER WOOSTER ELEMENTARY	K-5	393		169	43.00%	Yes	$0.00	$422.31	100	$16,900.00
2303023	GREENBRIER SPRINGHILL ELEMENTARY SCHOOL	K-5	422		172	40.76%	Yes	$0.00	$422.31	100	$17,200.00
Grade Span: 6-7				Avg. Poverty %:		41.07%					
2303018	GREENBRIER MIDDLE SCHOOL	6-7	543		223	41.07%	Yes	$0.00	$422.31	422.31	$94,175.13
Grade Span: 8-9				Avg. Poverty %:		34.99%					
2303020	GREENBRIER JUNIOR HIGH SCHOOL	8-9	563		197	34.99%	No	$0.00	$0.00	[redacted]	$0.00
Grade Span: 10-12				Avg. Poverty %:		30.00%					
2303017	GREENBRIER HIGH SCHOOL	10-12	790		237	30.00%	No	$0.00	$0.00	[redacted]	$0.00
Totals for Served buildings:			2,188	0	963						$311,464.43
Remaining:											$95,225.57

Buildings must be served with the highest per pupil amount going to the highest poverty level (within a grade span if choosing that option).

If the LEA puts more money per pupil at a lower poverty school an error message will appear and the page cannot be submitted.

Title I Budget Building Ranking

Method: Exempt

Group by Grade Span: No

Rank high-schools with > 50% poverty as 75% poverty buildings: No

District Enrollment: 1,800

Funds Available for Buildings: $432,307.62

Funds Allocated to Buildings: $432,284.93

Funds Remaining: $22.69

ESSA Private School Set Aside: $0.00

Use Recommended Allocations | Other Allocations

LEA	School Name	Grade Span	Enrl	2017/18 Low Income Private School Enrollment	Poverty Count	Poverty %	Serve	Equitable Share	Avg. Rcmd per Child	Actual per Pupil Amount	Building Budget
1002007	LOUISA PERRITT PRIMARY	K-1	284		183	64.44%	Yes	$0.00	$545.17	560.81	$102,628.23
1002006	CENTRAL PRIMARY SCHOOL	2-3	297		190	63.97%	Yes	$0.00	$545.15	555.96	$105,632.40
1002008	PEAKE ELEMENTARY SCHOOL	4-5	281		170	60.50%	Yes	$0.00	$545.15	540.79	$91,934.30
1002009	GOZA MIDDLE SCHOOL	6-8	420		250	59.52%	Yes	$0.00	$545.15	528.36	$132,090.00
1002010	ARKADELPHIA HIGH SCHOOL	9-12	518		259	50.00%	No	$0.00	$0.00	[redacted]	$0.00
Totals for Served buildings:			1,282	0	793						$432,284.9
Remaining:											$22.69

The Actual Per Pupil amount is determined from the eFinance budget worksheet, total budget for that building and dividing it by the Poverty Count.

If there is less than $10.00 remaining, the budget will not need to be corrected, if more, budget those funds at building or district.

Once these totals agree, click on the green check box.

18	6501151101300000	013	PRIMARY	BEFORE/AFTERSCHOOL PROG	62310	CERT TCH RET-CONT	0.00	0.00	NA
18	6501159101300000	013	PRIMARY	TITLE I SCHOOL WIDE INSTR	61110	CERT SALARY	0.00	0.00	NA
18	6501159101300000	013	PRIMARY	TITLE I SCHOOL WIDE INSTR	61120	CLS SALARY	24,415.86	13,650.75	Title I Aide will be utilized for interventionists/remediation 1.0 fte R. Roberds
18	6501159101300000	013	PRIMARY	TITLE I SCHOOL WIDE INSTR	62220	CLS SOC SEC	1,513.78	804.61	Title I Aide benefits R. Roberds
18	6501159101300000	013	PRIMARY	TITLE I SCHOOL WIDE INSTR	62270	CLS MEDICARE	354.03	188.22	Title I Aide benefits R. Roberds
18	6501159101300000	013	PRIMARY	TITLE I SCHOOL WIDE INSTR	62320	CLS TCH RET - CONT	3,418.22	1,911.17	Title I Aide benefits R. Roberds
18	6501159101300000	013	PRIMARY	TITLE I SCHOOL WIDE INSTR	62720	CLS HEALTH BENEFITS	2,000.00	1,017.51	Title I Aide benefits R. Roberds
18	6501159101300000	013	PRIMARY	TITLE I SCHOOL WIDE INSTR	62721	CLS PREM ASSISTANCE EBD	100.00	22.88	Title I Aide benefits R. Roberds
18	6501217001300000	013	PRIMARY		66100	GEN SUPPLIES	9,000.00	8,999.97	Parental Involvement Primary School
18	6501221001300000	013	PRIMARY		61120	CLS SALARY	34,481.52	17,849.00	Title I Aide will be utilized for interventionists/remediation 1.0 fte D. Pearce
18	6501221001300000	013	PRIMARY		62220	CLS SOC SEC	2,137.85	697.64	Title I Aide benefits
18	6501221001300000	013	PRIMARY		62270	CLS MEDICARE	499.98	163.17	Title I Aide benefits
18	6501221001300000	013	PRIMARY		62320	CLS TCH RET - CONT	4,827.41	2,498.86	Title I Aide benefits
18	6501221001300000	013	PRIMARY		62720	CLS HEALTH BENEFITS	2,000.00	1,017.51	Title I Aide benefits
18	6501221001300000	013	PRIMARY		62721	CLS PREM ASSISTANCE EBD	100.00	388.50	Title I Aide benefits
18	6501212001300000	013	PRIMARY	GUIDANCE COUNSELING	61110	CERT SALARY	0.00	0.00	NA
18	6501223001300000	013	PRIMARY	TECHNOLOGY	66500	TECHN SUPPLIES	59,159.45	42,900.51	chrombooks will be purchased to work within the title I program. 300 @ 200$
18	6501217001000000	010	MIDDLE SCHOOL	PARENTAL INVOLVEMENT	66100	GEN SUPPLIES	2,000.00	1,025.12	Parental involvement middle school
18	1221001000000	010	MIDDLE SCHOOL		61110	CERT SALARY	12,627.10	6,128.46	Classroom teacher will be used for remediational math skills within the Title I Program. 0.28fte K. Fraley
18	6501221001000000	010	MIDDLE SCHOOL		61120	CLS SALARY	23,679.57	14,455.94	Title I aide will be used for

Total each building budgeted amount, to determine the actual cost per child to be entered.

Title I Budget Building Ranking

Method: Exempt

Group by Grade Span: No

Rank high-schools with > 50% poverty as 75% poverty buildings: No

District Enrollment: 1,800

Funds Available for Buildings: $432,307.62

Funds Allocated to Buildings: $432,284.93

Funds Remaining: $22.69

ESSA Private School Set Aside: $0.00

Use Recommended Allocations | Clear Allocations

LEA	School Name	Grade Span	Enrl	2017/18 Low Income Private School Enrollment	Poverty Count	Poverty %	Serve	Equitable Share	Avg. Rcmd per Child	Actual per Pupil Amount	Building Budget
1002007	LOUISA PERRITT PRIMARY	K-1	284		183	64.44%	Yes	$0.00	$545.17	560.81	$102,628.23
1002006	CENTRAL PRIMARY SCHOOL	2-3	297		190	63.97%	Yes	$0.00	$545.15	555.96	$105,632.40
1002008	PEAKE ELEMENTARY SCHOOL	4-5	281		170	60.50%	Yes	$0.00	$545.15	540.79	$91,934.30
1002009	GOZA MIDDLE SCHOOL	6-8	420		250	59.52%	Yes	$0.00	$545.15	528.36	$132,090.00
1002010	ARKADELPHIA HIGH SCHOOL	9-12	518		259	50.00%	No	$0.00	$0.00		$0.00
Totals for Served buildings:			1,282	0	793						$432,284.93
Remaining:											$22.69

If LEA needs to amend the actual per pupil amount, click on the red folder. A message will appear asking if LEA needs to edit, click on “yes” then edit the actual per pupil amount.

Once changes have been made, click on green check again.

Edit Budget

Step 1 Poverty Measure — Complete

Step 2 Budgets — Pending

This budget version is linked to Fund Transfer 21

You can complete the budgets for each grant that has funds available for allocation.

	Budget	SOF	Funds	Status	Actions
✓	Title I Budget	6501	$433,846.03	Complete	Edit Budget, Rank & Serve
○	Title II Budget	6756	$77,660.38	Pending Completion	Edit Budget
⊘	Title III Budget	6761	$0.00	No Funds - Not Applicable	Edit Budget
⊘	Title IV Budget	6786	$0.00	No Funds - Not Applicable	Edit Budget
⊘	Title V Budget	6784	$0.00	No Funds - Not Applicable	Edit Budget

Once the green check box is clicked, LEA is back to this page.

Once a budget is complete it will show “Complete” in green.

The LEA can complete applicable budgets in any order, by clicking on “edit budget” for applicable program.

$ Title II Budget

Title II

SOF 6756		Amount
Allocation		$25,691.73
Carryover		$4,523.49
Cash on Hand		$0.00
Funds Transferred *to* Title II		$0.00
Funds Transferred *from* Title II		$0.00
Administrative Costs		0
Indirect Cost	($1,022.39 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		0
Total Available to District		$0.00
Total Available to Buildings		$30,215.22

Indirect Cost Calculation - Function 5500

Indirect Cost	3.38%
Total Funds Available	$30,215.22
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$1,022.39

Equitable Services

Number of Students	
Enrollment	717
Students Participating at Private Schools within District Boundary	0
Total Enrollment	717
Title II Allocation	
Total LEA Allocation	$25,691.73
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$25,691.73
Per Pupil Rate	
Per Pupil Rate	$35.83
Equitable Services	
Amount	$0.00

Title II budget does not required building level cost entered in the FGMS, the amount that is budgeted to the district will be entered.

Administrative cost has been defined as allocable, reasonable and or necessary.

Each section is broken out on the next slides.

District Level – Coded to 000 - 8659.35 is entered
The remaining amount is for buildings, and it's not entered in FGM

Federal Fund Budget Worksheet

Fund 6XXX

Fiscal Year	Budget Unit	LEA Location	Lea Location Title	Budget Unit Title	Account Code	Account Title	Fiscal Year Budgeted Amount	Fiscal Year Expense Amount	
18	6756335200000000	000	DISTRICT WIDE	TITLE IIA	66100	GEN SUPPLIES	3,000.00	252.18	Private School Set a side
18	6756221000000000	000	DISTRICT WIDE	TITLE IIA	66100	GEN SUPPLIES	5,659.35	7,592.38	Laptops will be used within the Title II program (10 @ $565.94)
18	6756221000900000	009	INTERMEDIATE	TITLE IIA	61110	CERT SALARY	45,279.43	24,839.98	A certified teacher will be utilized for classroom size reduction and to improve the quality of instruction within the classroom. S. Cole, 1 fte
18	6756221000900000	009	INTERMEDIATE	TITLE IIA	62210	CERT SOC SEC	2,807.32	1,516.33	S. Cole Benefits
18	6756221000900000	009	INTERMEDIATE	TITLE IIA	62260	CERT MEDICARE	656.55	354.63	S. Cole Benefits
18	6756221000900000	009	INTERMEDIATE	TITLE IIA	62310	CERT TCH RET-CONT	6,339.12	3,477.54	S. Cole Benefits
18	6756221000900000	009	INTERMEDIATE	TITLE IIA	62710	CERT HEALTH BENEFITS	2,000.00	1,017.51	S. Cole Benefits
18	6756221000900000	009	INTERMEDIATE	TITLE IIA	62711	CRT PREMIUM ASSISTNCE EBD	100.01	26.59	S. Cole Benefits
Overall - Total				Overall - Total			65,841.78	39,077.14	

$ Title II Budget

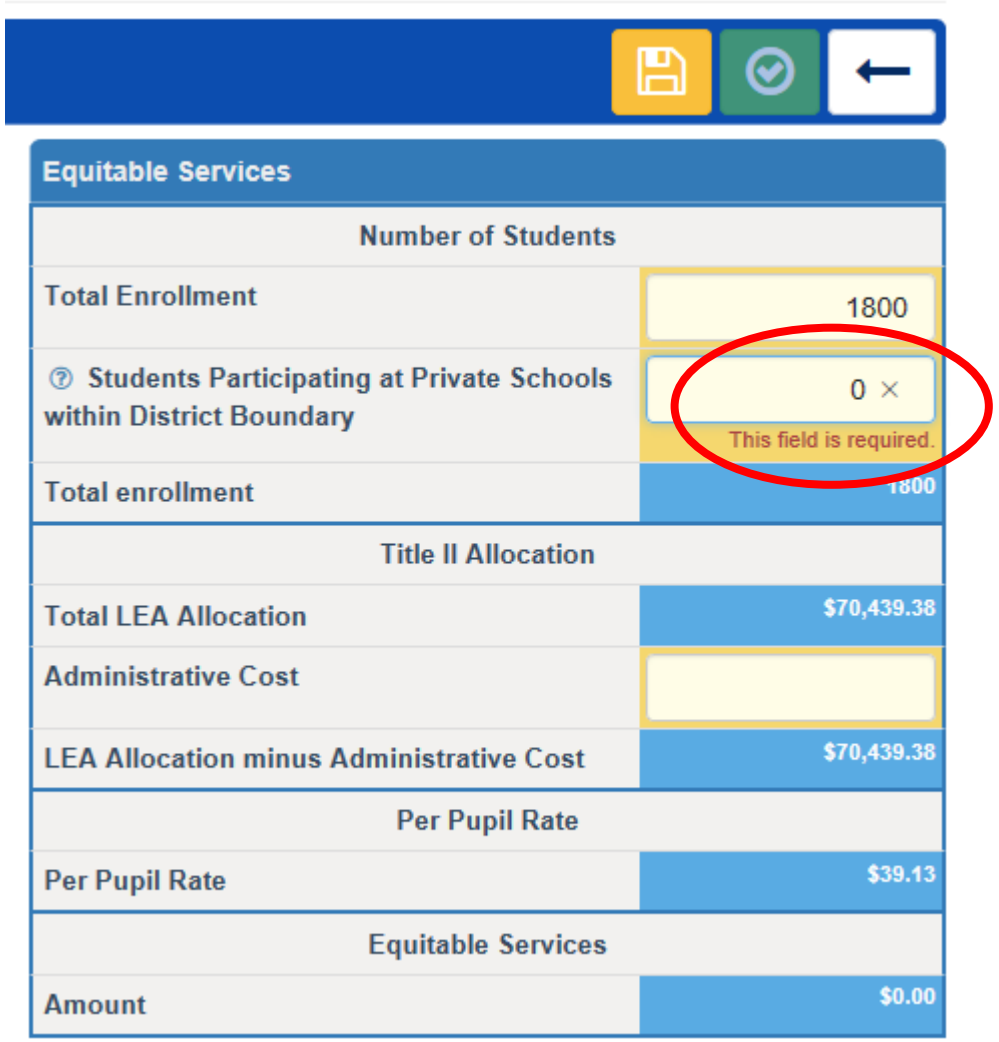
Title II		
SOF 6756		Amount
Allocation		$25,691.73
Carryover		$4,523.49
Cash on Hand		$0.00
Funds Transferred *to* Title II		$0.00
Funds Transferred *from* Title II		$0.00
Administrative Costs		0
Indirect Cost	($1,022.39 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		0
Total Available to District		$0.00
Total Available to Buildings		$30,215.22

Indirect Cost Calculation - Function 5500	
Indirect Cost	3.38%
Total Funds Available	$30,215.22
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$1,022.39

If LEA is taking Indirect Cost, the LEA can take up to the maximum listed on the Indirect Cost line.

List any Sub-awards and capital outlay budgeted, this will give LEA the amount of indirect available to budget.

Building level information is documented on the efinance budget worksheet from the bookkeeper.



Title II requires the LEA to submit the total enrollment attending a private school within its boundaries. (This is different than the Title I private school count.) The LEA may enter administrative costs and the program will automatically give the amount the district must set aside for Title II Equitable Services.

When calculating “total enrollment” for equitable service amounts for Title II, FGM System adds the total district enrollment plus the total private school enrollment. Prior year Participating Private School Enrollment within district boundaries.

Once all data is entered, click on green check box.

$ Title

		Amount
Allocation		$28,425.76
Carryover		$3,334.98
Cash on Hand		$0.00
Funds Transferred *to* Title IV		$0.00
Funds Transferred *from* Title IV		$0.00
Administrative Costs		0
Indirect Cost	($969.25 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		31760.74
Total Available to District		$31,760.74
Total Available to Buildings		N$aN Cannot be less than zero.

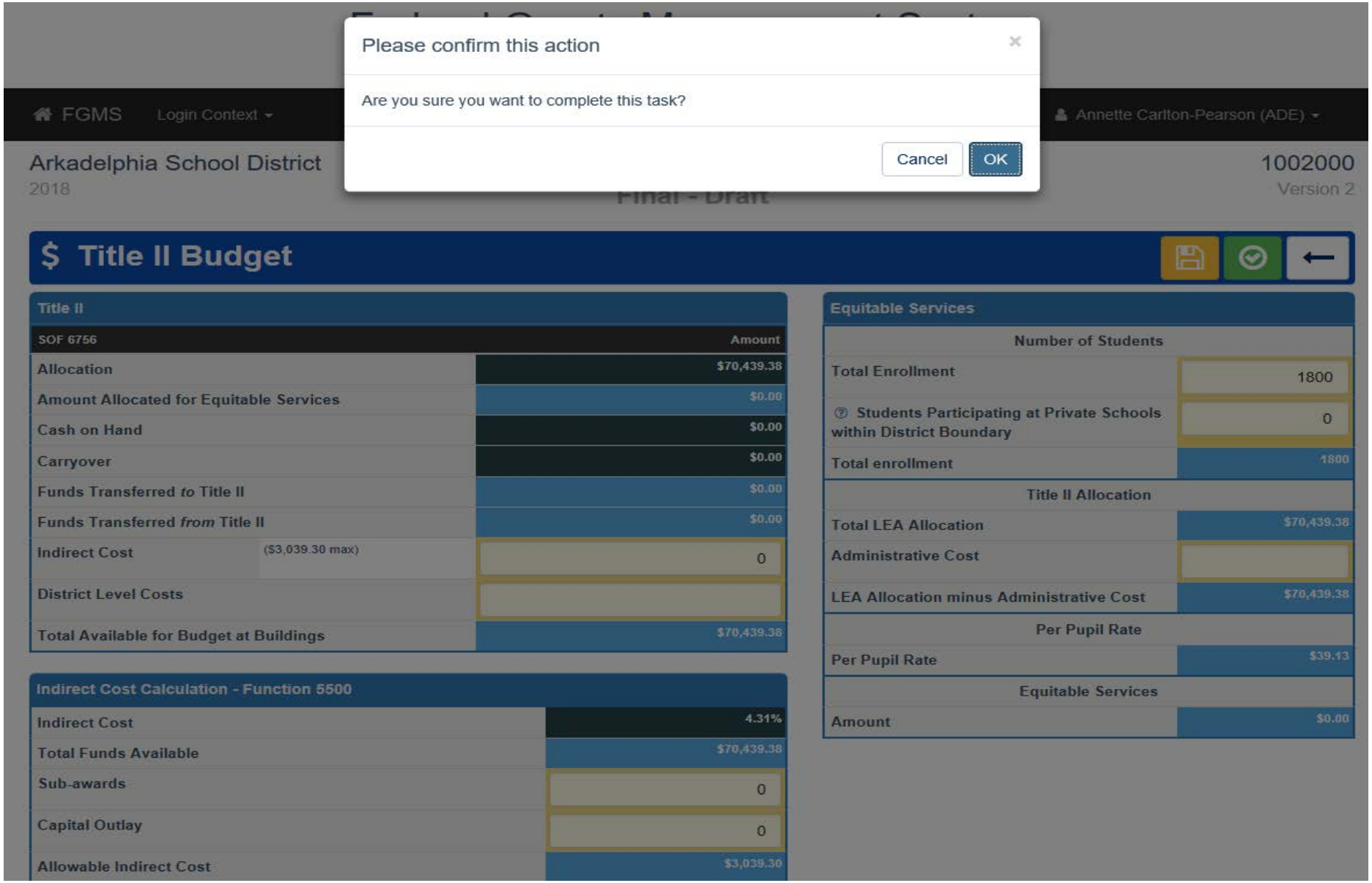
Equitable Services	
Number of Students	
Enrollment	3540
Students Participating at Private Schools within District Boundary	0
Total Enrollment	3540
Title IV Allocation	
Total LEA Allocation	$28,425.76
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$28,425.76
Per Pupil Rate	
Per Pupil Rate	$8.03
Equitable Services	
Amount	$0.00

Indirect Cost Calculation - Function 5500	
Indirect Cost	3.05%
Total Funds Available	$31,760.74
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$969.25

ERROR MESSAGE ON ANY FGM BUDGET PAGES

N$aN – Cannot be less than zero

Change the cents by one penny to correct and the green check will be available.



Once LEA has clicked on the green check box, the LEA will need to confirm this action.

$ Title III Budget

Title III		
SOF 6761		Amount
Allocation		$59,898.03
Carryover		$15,662.59
Cash on Hand		$0.00
Funds Transferred into Title III		$0.00
Administrative Costs	($1,197.96 max)	0
Indirect Cost	($2,137.91 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		53760.62
Total Available to District		$53,760.62
Total Available to Buildings		$21,800.00

Equitable Services	
Number of Students	
LEP Enrollment	632
Students Participating at Private Schools within District Boundary	0
Total Enrollment	632
Title III Allocation	
Total LEA Allocation	$59,898.03
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$59,898.03
Per Pupil Rate	
Per Pupil Rate	$94.78
Equitable Services	
Amount	$0.00

Indirect Cost Calculation - Function 5500	
Indirect Cost	2.8[illegible]%
Total Funds Available	$75,560.62
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$2,137.91

List any Sub-awards and capital outlay budgeted, this will calculate the amount of indirect available to budget.

Title III budget does not required building level cost entered in the FGMS, the amount that is coded to district is entered.

Direct Administrative Cost & Indirect Cost – Section 3115(b) - LEA may use no more than 2% for direct administrative costs

Administrative cost has been defined as allocable, reasonable and or necessary.

Each section is broken out on the next slides.

District Level – Coded to 000
The remaining amount is for buildings, and it's not entered in FGM

Federal Fund Budget Worksheet

Fund 6XXX

Fiscal Year	Budget Unit	Budget Unit Title	LEA Location	Lea Location Title	Account Code	Account Title	Fiscal Year Budgeted Amount	District Description	Title III Codes
19	6761193001100000	TITLE III	011	XXX ELEMENTARY	63210	INSTRUCTIONAL	0.00		
19	6761193001100000	TITLE III	011	XXX ELEMENTARY	63900	OTHER PURCH SVC	363.50	Interpreters for parents at evening events	
19	6761193001100000	TITLE III	011	XXX ELEMENTARY	66100	SUPPLIES	277.34	Word families, magnetic white boards, 3D storybook	
19	6761193001100095	ELL	011	XXX ELEMENTARY	63900	OTHER PURCH SVC	0.00		
19	6761193001500000	TITLE III	015	ZZZZ ELEMENTARY	63900	OTHER PURCH SVC	324.70	Translators for evening events	
19	6761193001500000	TITLE III	015	ZZZZ ELEMENTARY	66100	SUPPLIES	168.88	Word families, magnetic white boards, 3D storybook	
19	6761193001600000	TITLE III	016	SSSS ELEMENTARY	63900	OTHER PURCH SVC	263.50	Translators for evening events	
19	6761193001600000	TITLE III	016	SSSS ELEMENTARY	66100	SUPPLIES	110.44	Word families, magnetic white boards, 3D storybook	
19	6761193002300000	TITLE III	023	YYYY ELEMENTARY	63900	OTHER PURCH SVC	1,270.24	Translators for evening events	
19	6761193002300000	TITLE III	023	YYYY ELEMENTARY	66100	SUPPLIES	199.21	Word families	
19	6761193002300095	ELL	023	YYYY ELEMENTARY	63900	OTHER PURCH SVC	14,875.00	Ellevation subscription renewal	
19	6761193002400000	ELL	024	INTERMEDIATE SCHOOL	63900	OTHER PURCH SVC	0.00	Translators for evening events, Quizlet subscription	
19	6761193002400000	ELL	024	INTERMEDIATE SCHOOL	65820	CLASS/TRAVEL	0.00	Reimbursement for travel to home visits and schools for the district translator	
19	6761193002400000	ELL	024	INTERMEDIATE SCHOOL	66100	SUPPLIES	0.00	Yellowbook and Educational Learnings materials	

The following codes (entitled "Title III Code") on the eFinance budget worksheet will need to be added for each line item:

LIEP
PD
FCE
AA
ADMIN

Each expenditure should have a code associated with it as well as a description

Acronyms Codes –

LIEP - Language Instruction Education Program (the ESL program)

PD – Professional Development

FCE – Family Community Engagement

AA – Authorized Activities

ADMIN – Administrative costs (both direct & indirect)

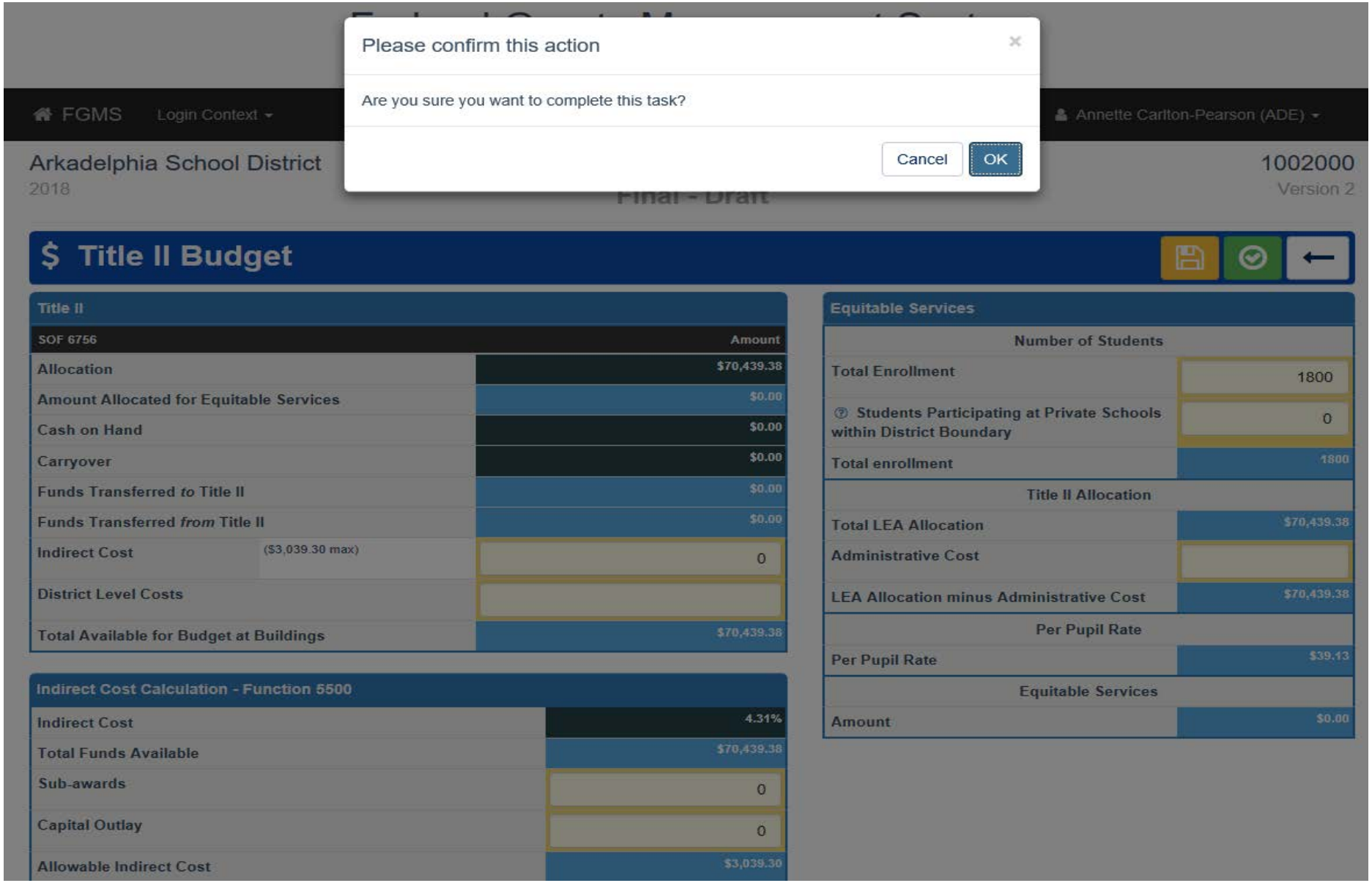
English Learners Assessment / Title III Unit is requesting that the codes be listed for each of the line items within the Title III eFinance budget worksheet. Each expenditure should have a code associated with it as well as a description.

Equitable Services	
Number of Students	
LEP Enrollment	111
Students Participating at Private Schools within District Boundary	This field is required
Total enrollment	111
Title III Allocation	
Total LEA Allocation	$354.74
Administrative Cost	
LEA Allocation minus Administrative Cost	$354.74
Per Pupil Rate	
Per Pupil Rate	$3.20
Equitable Services	
Amount	$0.00

When calculating "total enrollment" for equitable service amounts for Title III, the LEA adds the total LEP student enrollment plus the total private school LEP enrollment.

The total should be on the 6761 eFinance budget worksheet coded to 3352

Once all data is entered, click green check box.



Once LEA has clicked on the green check box, the LEA will need to confirm this action.

$ Title IV Budget

Title IV		
SOF 6786		Amount
Allocation		$12,929.67
Carryover		$0.00
Cash on Hand		$0.00
Funds Transferred *to* Title IV		$0.00
Funds Transferred *from* Title IV		$12,928.01
Administrative Costs		
Indirect Cost	($0.06 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		
Other District Level Costs		
Total Available to District		$0.00
Total Available to Buildings		$1.66

Equitable Services	
Number of Students	
Enrollment	717
Students Participating at Private Schools within District Boundary	This field is required.
Total Enrollment	717
Title IV Allocation	
Total LEA Allocation	$12,929.67
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$12,929.67
Per Pupil Rate	
Per Pupil Rate	$18.03
Equitable Services	
Amount	$0.00

Indirect Cost Calculation - Function 5500	
Indirect Cost	3.5[illegible]%
Total Funds Available	$1.66
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$0.06

Title IV budget does not required building level cost entered in the FGMS, the amount that is coded to the district will be entered.

If LEA is taking Indirect Cost, the LEA can take up to the maximum listed on the Indirect Cost line.

List any Sub-awards and capital outlay budgeted, this will calculate the amount of indirect available to budget.

Building level information is documented on the budget summary from the bookkeeper.

Federal Fund Budget Worksheet

Fund 6786

Fiscal Year	Budget Unit	Budget Unit Title	LEA Location	Lea Location Title	Account Code	Account Title	Fiscal Year Budgeted Amount	Description
19	6786-1140-706-000-00	BHS NEW TECH SCHOOL	706	BHS NEW TECH SCHOOL	66527	<$1000 TEC EQU/SUPPLI	12,000.00	Additional wireless access points. The device cost of $698.00 plus tax per unit. The 5 year license cost is $328.00 plus tax per unit. We will need to budget for (7) units. Total amount will be $7,936.11 for BHS. Technology equipment for EAST Initiative.
19	6786-1140-706-000-00	BHS NEW TECH SCHOOL	706	BHS NEW TECH SCHOOL	67330	Furniture/Fixtures	51,942.61	Access control system and peripherials
19	6786-1140-706-000-00	BHS NEW TECH SCHOOL	706	BHS NEW TECH SCHOOL	63310	TRAIN/DEV REG CERTIFIED	9,900.00	
19	6786-1140-706-000-00	BHS NEW TECH SCHOOL	706	BHS NEW TECH SCHOOL	65810	TRVL-CERT-MILEAGE	2,160.00	
19	6786-1140-706-000-00	BHS NEW TECH SCHOOL	706	BHS NEW TECH SCHOOL	65880	MEALS	2,700.00	
19	6786-1140-706-000-00	BHS NEW TECH SCHOOL	706	BHS NEW TECH SCHOOL	65890	LODGING	3,240.00	
19	6786-1140-706-000-00	BHS NEW TECH SCHOOL	706	BHS NEW TECH SCHOOL	66100	GEN SUPPLIES < $500	4,000.00	Supplies for EAST Initiative and associated cost for badges, etc, for access system.
19	6786-1130-012-000-00	BMS COMP ED	012	MIDDLE SCHOOL	67330	Furniture/Fixtures	21,000.00	Access control system and peripherials
19	6786-1130-012-000-00	BMS COMP ED	012	MIDDLE SCHOOL	66100	GEN SUPPLIES < $500	2,000.00	Supplies associated with cost for badges, etc, for access system.
							108,942.61	

District Level functions coded to 000. The remaining amount is for buildings, and it's not entered in FGM

When entering data in FGM, make sure that district and building totals agree with the eFinance budget worksheet. The column for LEA Location will help determine where funds are budgeted.

Federal Fund Budget Worksheet

Fund 6786

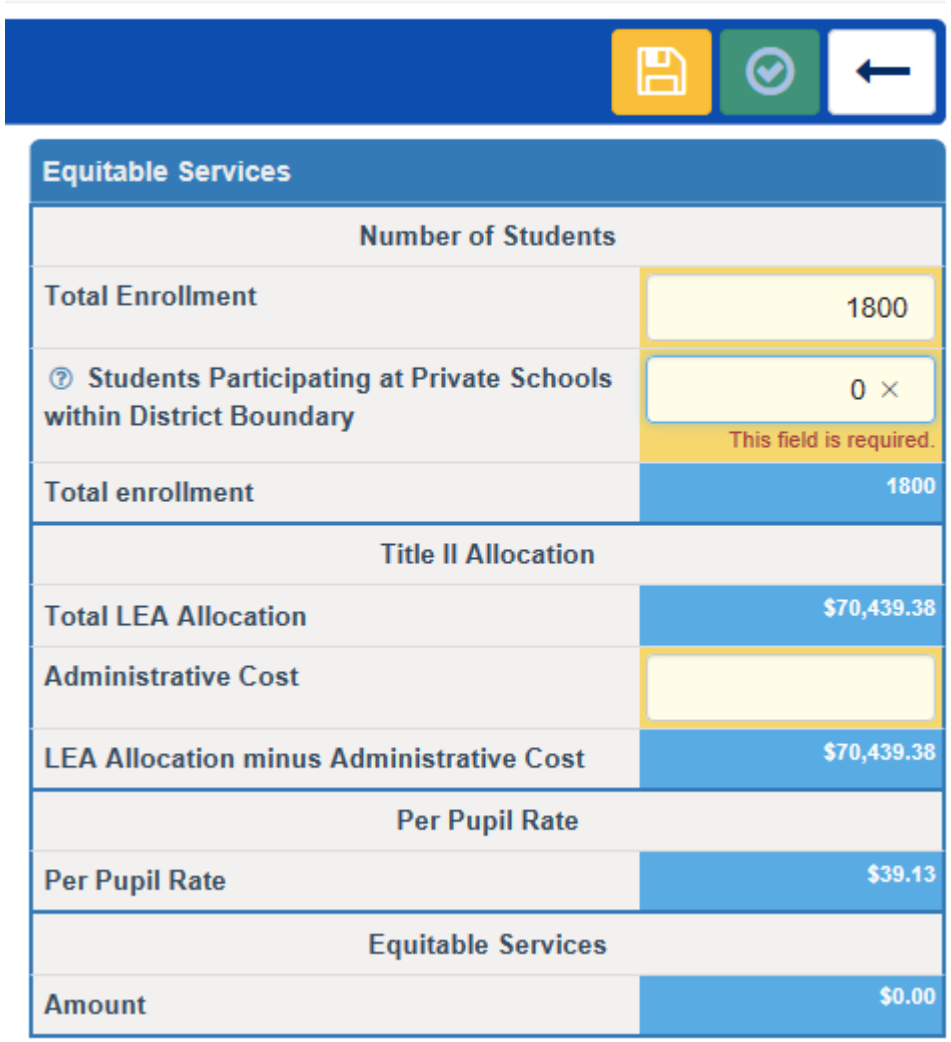
Fiscal Year	Budget Unit	Budget Unit Title	LEA Location	Lea Location Title	Account Code	Account Title	Fiscal Year Budgeted Amount	Fiscal Year Expense Amount	District Description	Title IV Codes from Application
19	6786112001400000	ELEM SUPPORT/ACAD ENRICH	014	ELEMENTARY	63910	PURCH TECH SERVICES	1,912.00	1,912.00	Purchase tech services for supplemental technology	The following codes will need to be included on budget worksheet for each line item within the Title IV budget. 4105 4107 4108 4109 Each expenditure should have a code associated with it as per the Title IV application.
19	6786112001400000	ELEM SUPPORT/ACAD ENRICH	014	ELEMENTARY	66100	GEN SUPPLIES	2,500.00	1,993.00	General supplement supplies for the Elementary building	
19	6786112001400000	ELEM SUPPORT/ACAD ENRICH	014	ELEMENTARY	66500	TECHN SUPPLIES	3,467.28	2,699.30	Purchase technology supplies	
19	6786114001500000	HS SUPPORT/ACAD ENRICHMEN	015	HIGH SCHOOL	63910	PURCH TECH SERVICES	1,912.00	1,912.00	Purchase tech services for supplement technology	
19	6786114001500000	HS SUPPORT/ACAD ENRICHMEN	015	HIGH SCHOOL	66100	GEN SUPPLIES	2,500.00	0.00	General supplement supplies for the High School building	
19	6786114001500000	HS SUPPORT/ACAD ENRICHMEN	015	HIGH SCHOOL	66500	TECHN SUPPLIES	6,443.98	2,500.00	Purchase tech services for supplement technology	
19	6786550000000000	IN-DIRECT COST IV	000	DISTRICT WIDE	68400	INDIRECT COST	284.91			
Overall - Total		**Overall - Total**			**Overall - Total**		**19,020.17**	**11,016.30**		

Due to data collection required by the USDOE, the federal program unit must keep up with the amount of funds spent and the number of LEAs spending funds per the content area of Title IV.

All LEAs that do not transfer the Title IV funds out must enter these codes per the application that was submitted in Indistar.

Each expenditure should have a code associated with it as well as a description.

Title IV Section Codes and Descriptions - these codes must be entered for each line item on the budget worksheet. If more than one accounts for one function, then the district must break out the total for each section listed.	
Service	**Description**
Administration (Section 4105(c))	Direct administrative costs for carrying out the LEA responsibilities (Maximum of 2% of grant)
Activities to support wellrounded educational opportunities (Section 4107)	Activities to support well-rounded educational opportunities such as (not limited to) college and career guidance and counseling programs, music and arts programs, STEM subjects, accelerated learning, history, foreign language, environmental education, and other activities to support a well-rounded education (Minimum of 20% of grant if total is over $30,000)
Activities to support safe and healthy students (Section 4108)	Activities to support safe and healthy students such as (not limited to) drug and violence prevention, school-based mental health, support a healthy, active lifestyle, preventing bulling and harassment, mentoring and school counseling, school dropout and reentry programs, and schoolwide positive behavioral interventions and supports (Minimum of 20% of grant if total is over $30,000)
Activities to support effective use of technology (Section 4109)	Activities to support the effective use of technology such as providing school personnel with professional learning tools, building technological capacity and infrastructure, innovative strategies for delivering specialized or rigorous academic courses through use of technology, blended learning projects, PD in the use of technology in STEM subjects, etc. Spending on purchasing technology infrastructure such as equipment, software, platforms, digital instructional resources, and/or other one-time IT purchases are limited to 15% of an LEA's Title IV, Part A allocation (Must budget some amount of funds if total allocation is over $30,000)



Equitable Services	
Number of Students	
Total Enrollment	1800
Students Participating at Private Schools within District Boundary	0 × This field is required.
Total enrollment	1800
Title II Allocation	
Total LEA Allocation	$70,439.38
Administrative Cost	
LEA Allocation minus Administrative Cost	$70,439.38
Per Pupil Rate	
Per Pupil Rate	$39.13
Equitable Services	
Amount	$0.00

Title IV requires the LEA to submit the total enrollment attending a private school within its boundaries. (This is different than the Title I private school count.) The LEA may enter administrative costs and the program will automatically give the amount the district must set aside for Title IV Equitable Services.

When calculating “total enrollment” for equitable service amounts for Title IV, FGM System adds the total district enrollment plus the total private school enrollment. Prior year Participating Private School Enrollment within district boundaries.

Once all data is entered, click on green check box.

$ Title

		Amount
Allocation		$28,425.76
Carryover		$3,334.98
Cash on Hand		$0.00
Funds Transferred *to* Title IV		$0.00
Funds Transferred *from* Title IV		$0.00
Administrative Costs		0
Indirect Cost	($969.25 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		31760.74
Total Available to District		$31,760.74
Total Available to Buildings		N$aN Cannot be less than zero.

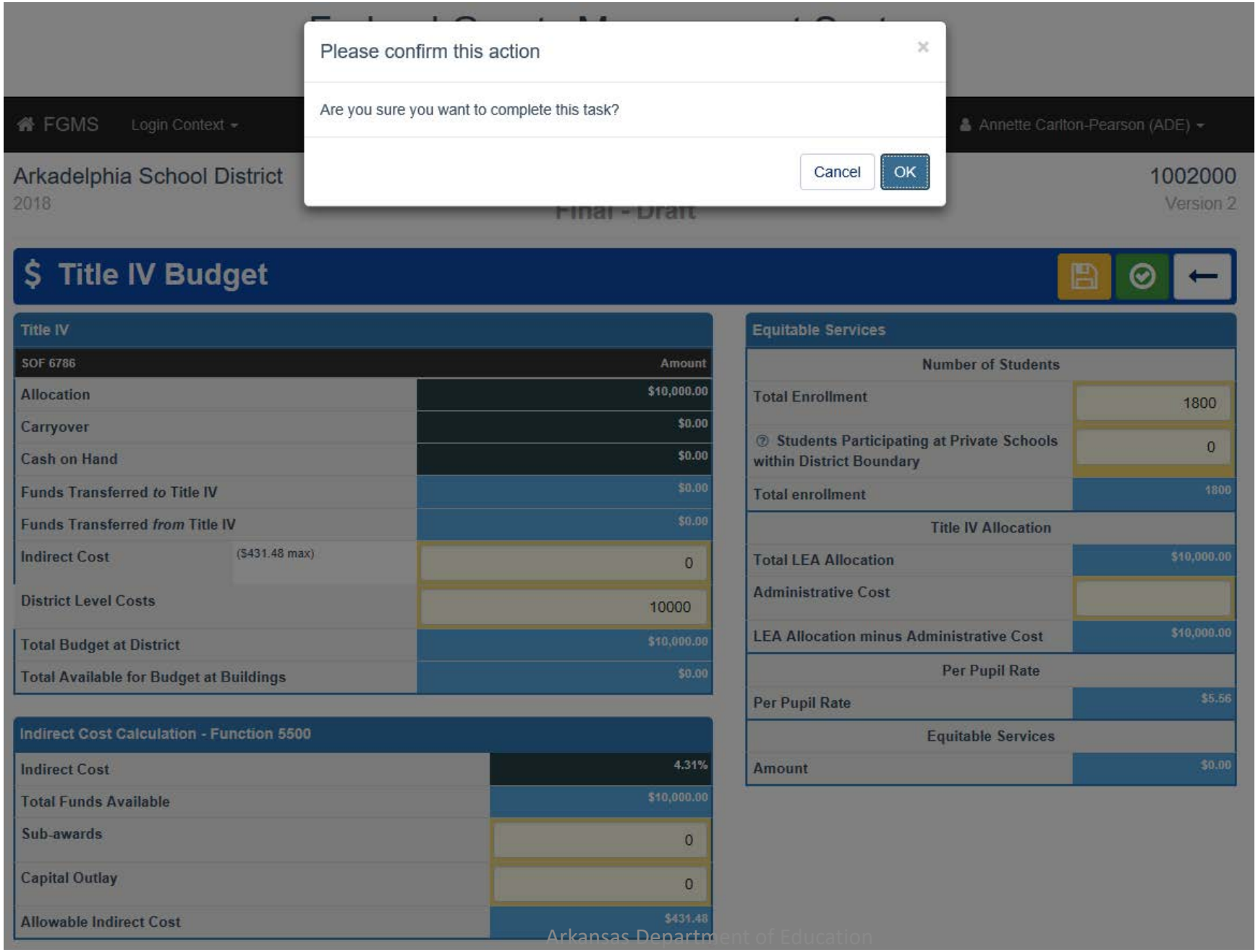
Equitable Services	
Number of Students	
Enrollment	3540
Students Participating at Private Schools within District Boundary	0
Total Enrollment	3540
Title IV Allocation	
Total LEA Allocation	$28,425.76
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$28,425.76
Per Pupil Rate	
Per Pupil Rate	$8.03
Equitable Services	
Amount	$0.00

Indirect Cost Calculation - Function 5500	
Indirect Cost	3.05%
Total Funds Available	$31,760.74
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$969.25

ERROR MESSAGE ON ANY FGM BUDGET PAGES

N$aN – Cannot be less than zero

Change the cents by one penny to correct and the green check will be available.



Once LEA has clicked on the green check box, the LEA will need to confirm this action.

$ Title V Budget

Title V		
SOF 6784		Amount
Allocation		$33,615.22
Carryover		$29,579.27
Cash on Hand		$0.00
Funds Transferred into Title V		$0.00
Indirect Cost	($2,726.70 max)	0
District Level Costs		
Total Budget at District		$0.00
Total Available for Budget at Buildings		$63,194.49

Indirect Cost Calculation - Function 5500	
Indirect Cost	4.31%
Total Funds Available	$63,194.49
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$2,726.70

Title V has a 5% carryover limit, funds must be spent in the year they were allocated. Deadline to have obligated is by Sept 30.

Title V – SOF 6784 budget does not required building level cost entered in the FGMS, the amount that is coded to the district will be entered.

Title V does not have equitable services, if taking indirect cost, enter that amount and what is budgeted at district level cost.

The budget summary will reflect what is budgeted at buildings.

Click on yellow save, edit budget and click on green check box.

Federal Fund Budget Worksheet

Fund 6XXX

Fiscal Year	Budget Unit	LEA Location	Lea Location Title	Budget Unit Title	Account Code	Account Title	Fiscal Year Budgeted Amount	Fiscal Year Expense Amount	
18	6784223000000000	000	DISTRICT WIDE	REAP	66500	TECHN SUPPLIES	15,912.29	15,000.00	Imagine Learning Software will be purchased to be used throughout the district.
18	6784223000000000	000	DISTRICT WIDE	REAP	67340	TECHNOLOGY HARDWARE	20,560.73	20,000.00	Technology will be purchased and utilized district wide. Purchases will assure that technology is provided and that it is accessible to all students and of excellent quality. Purchases would include (chrome books, technology hardware, and server).
Overall - Total				Overall - Total			36,473.02	35,000.00	

District Level functions coded to 000. The remaining amount is for buildings, and it's not entered in FGM

When entering data in FGM, make sure that district and building totals agree with the eFinance budget worksheet. The column for LEA Location will help determine where funds are budgeted.

$ Title

		Amount
Allocation		$28,425.76
Carryover		$3,334.98
Cash on Hand		$0.00
Funds Transferred *to* Title IV		$0.00
Funds Transferred *from* Title IV		$0.00
Administrative Costs		0
Indirect Cost	($969.25 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		31760.74
Total Available to District		$31,760.74
Total Available to Buildings		N$aN Cannot be less than zero.

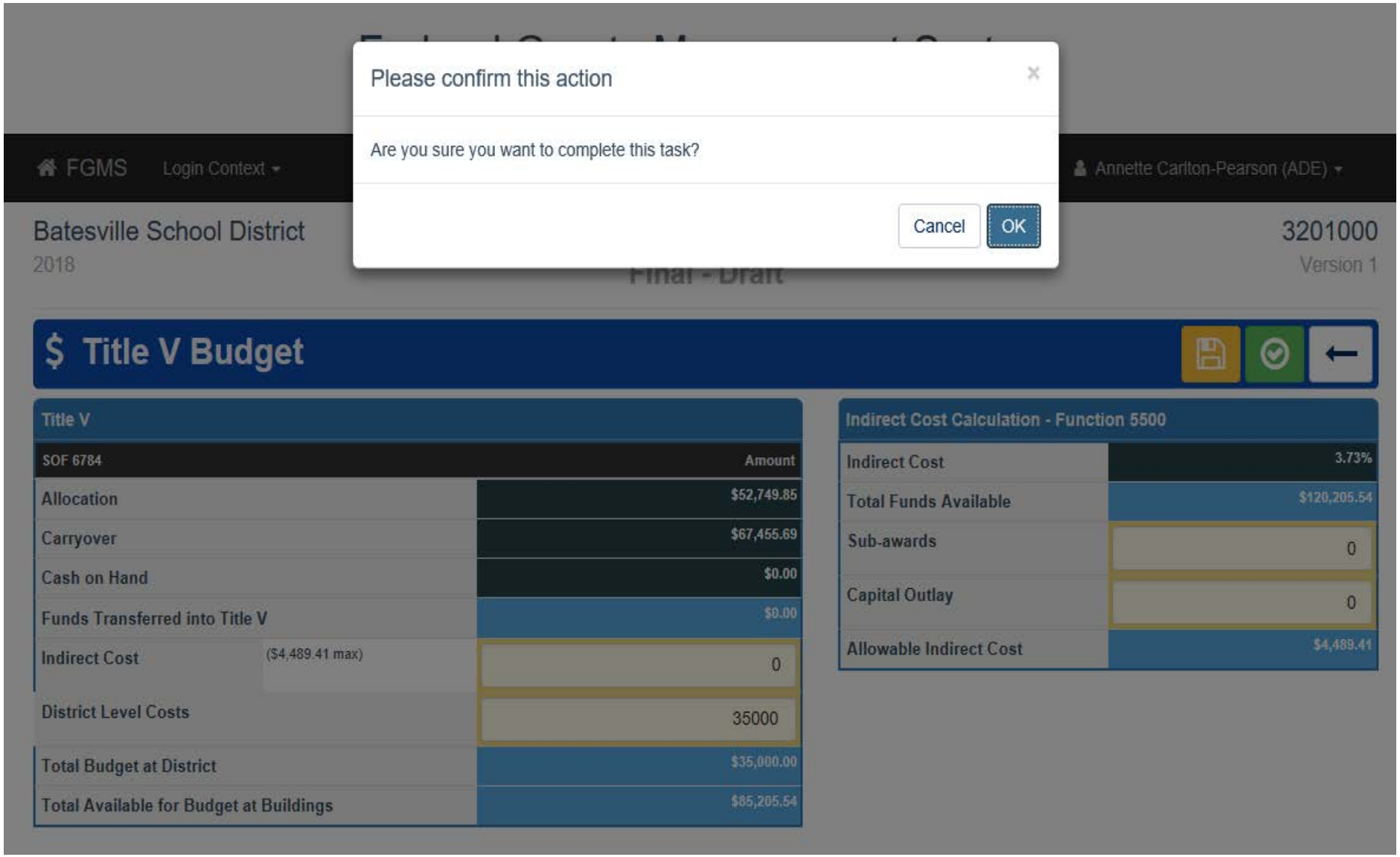
Equitable Services	
Number of Students	
Enrollment	3540
Students Participating at Private Schools within District Boundary	0
Total Enrollment	3540
Title IV Allocation	
Total LEA Allocation	$28,425.76
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$28,425.76
Per Pupil Rate	
Per Pupil Rate	$8.03
Equitable Services	
Amount	$0.00

Indirect Cost Calculation - Function 5500	
Indirect Cost	3.05%
Total Funds Available	$31,760.74
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$969.25

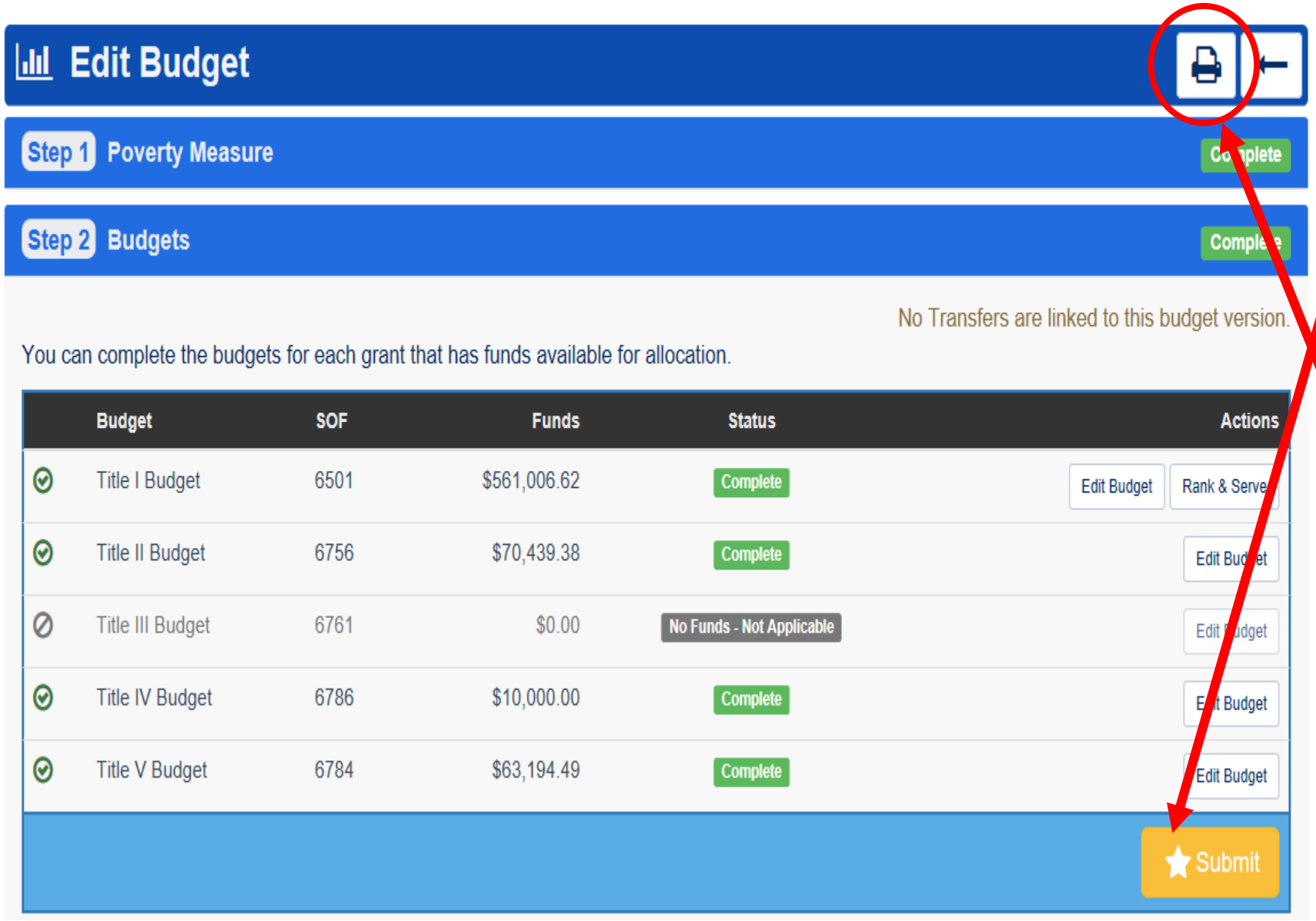
ERROR MESSAGE ON ANY FGM BUDGET PAGES

N$aN – Cannot be less than zero

Change the cents by one penny to correct and the green check will be available.



Once LEA has clicked on the green check box, the LEA will need to confirm this action.

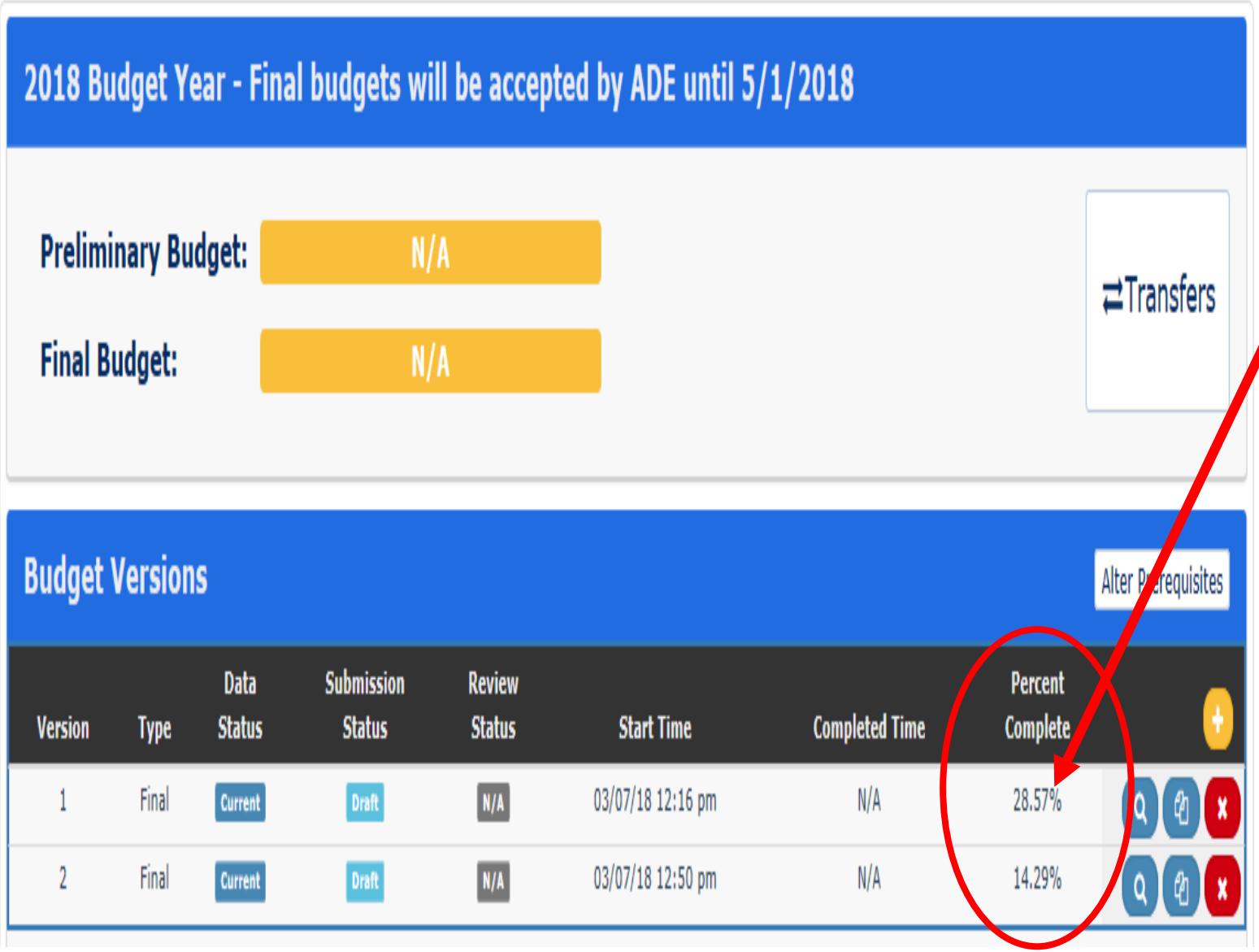


All applicable budgets have been completed, once all budget information is reviewed and verified, click on the Gold Submit button, this sends the budget to the ADE through the FGMS.

Click on the print cue and it creates a PDF version for the LEA records. This can be printed or saved to computer if needed.

Do not upload the FGM PDF version into Indistar.

Informational Slides



If LEA has been saving a version and starts again by clicking on the yellow plus, click the blue spy glass of the budget version with the highest percent completed.

Remember on amending any of budgets in FGM, click on the red folder to make changes.

2019 Budget Year - Final budgets will be accepted by ADE until 5/8/2019

Preliminary Budget: N/A

Final Budget: Submitted - Ver. 3

Transfers

Budget Versions

Alter Prerequisites

Version	Type	Data Status	Submission Status	Review Status	Start Time	Completed Time	Percent Complete
1	Preliminary	Obsolete	Superceded	Pending Review	08/22/18 16:35 pm	08/24/18 11:35 am	100.00%
2	Final	Obsolete	Draft	N/A	02/06/19 13:19 pm	N/A	28.57%
3	Final	Current	Submitted	Pending Review	02/11/19 10:09 am	05/06/19 11:50 am	100.00%

To verify that FGM has been submitted; Submission Status and Review Status has Submitted and Pending Review

Budget Versions

Alter Prerequisites

Version	Type	Data Status	Submission Status	Review Status	Start Time	Completed Time	Percent Complete
1	Preliminary	Obsolete	Superceded	Pending Review	08/31/18 17:10 pm	08/31/18 18:03 pm	100.00%
2	Final	Current	Draft	N/A	04/11/19 16:37 pm	N/A	28.57%
3	Final	Current	Reviewed	Approved	04/12/19 13:05 pm	04/17/19 11:28 am	100.00%

Preliminary Budget: N/A

Final Budget: Reviewed - Rejected - Ver. 3

Transfers

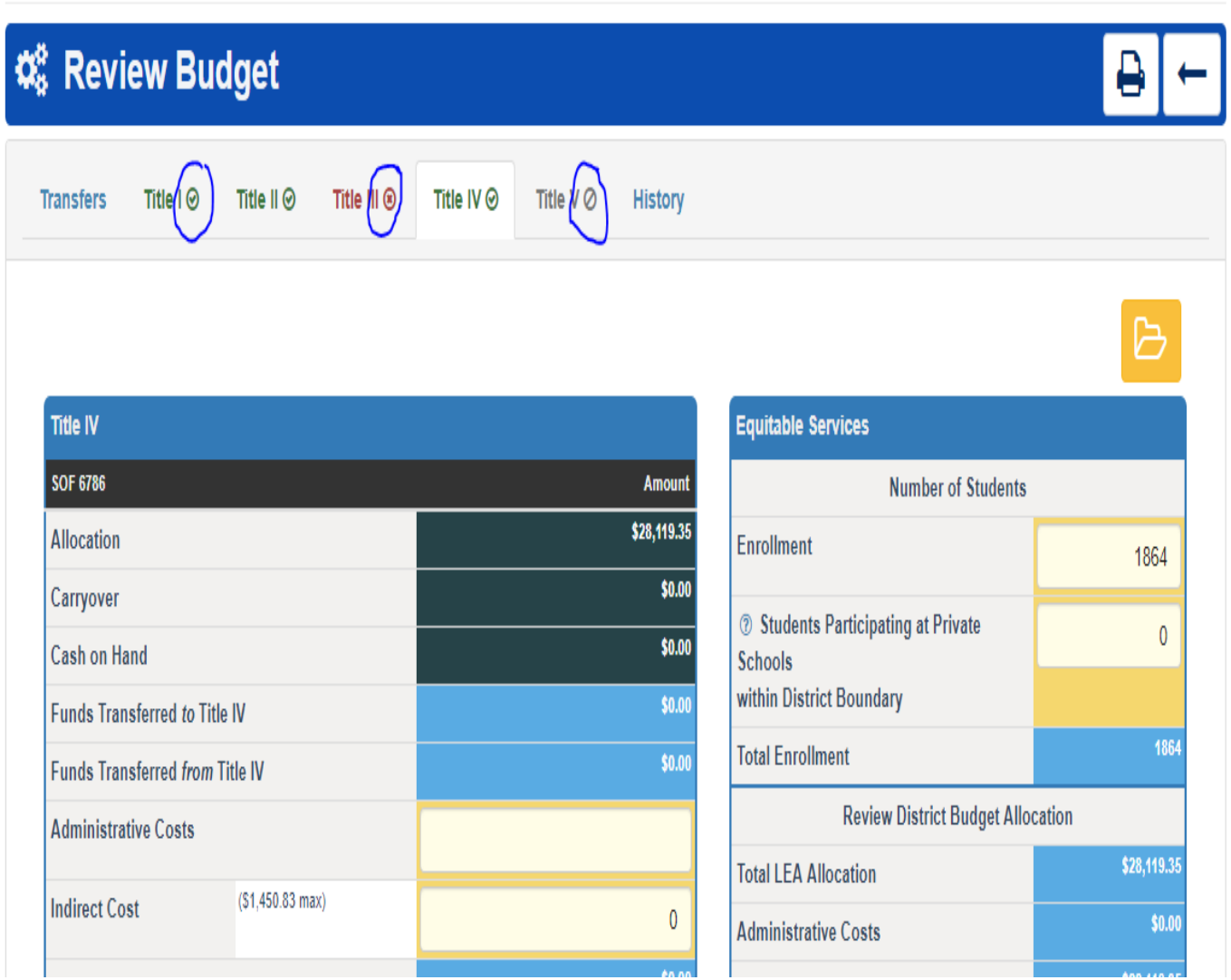
Budget Versions

Alter Prerequisites

Version	Type	Data Status	Submission Status	Review Status	Start Time	Completed Time	Percent Complete
2	Final	Obsolete	Superceded	N/A	01/23/19 15:56 pm	01/23/19 16:00 pm	100.00%
3	Final	Current	Reviewed	Rejected	02/28/19 14:37 pm	02/28/19 15:27 pm	100.00%

If Review Status has either been reviewed or approved for the FGM.

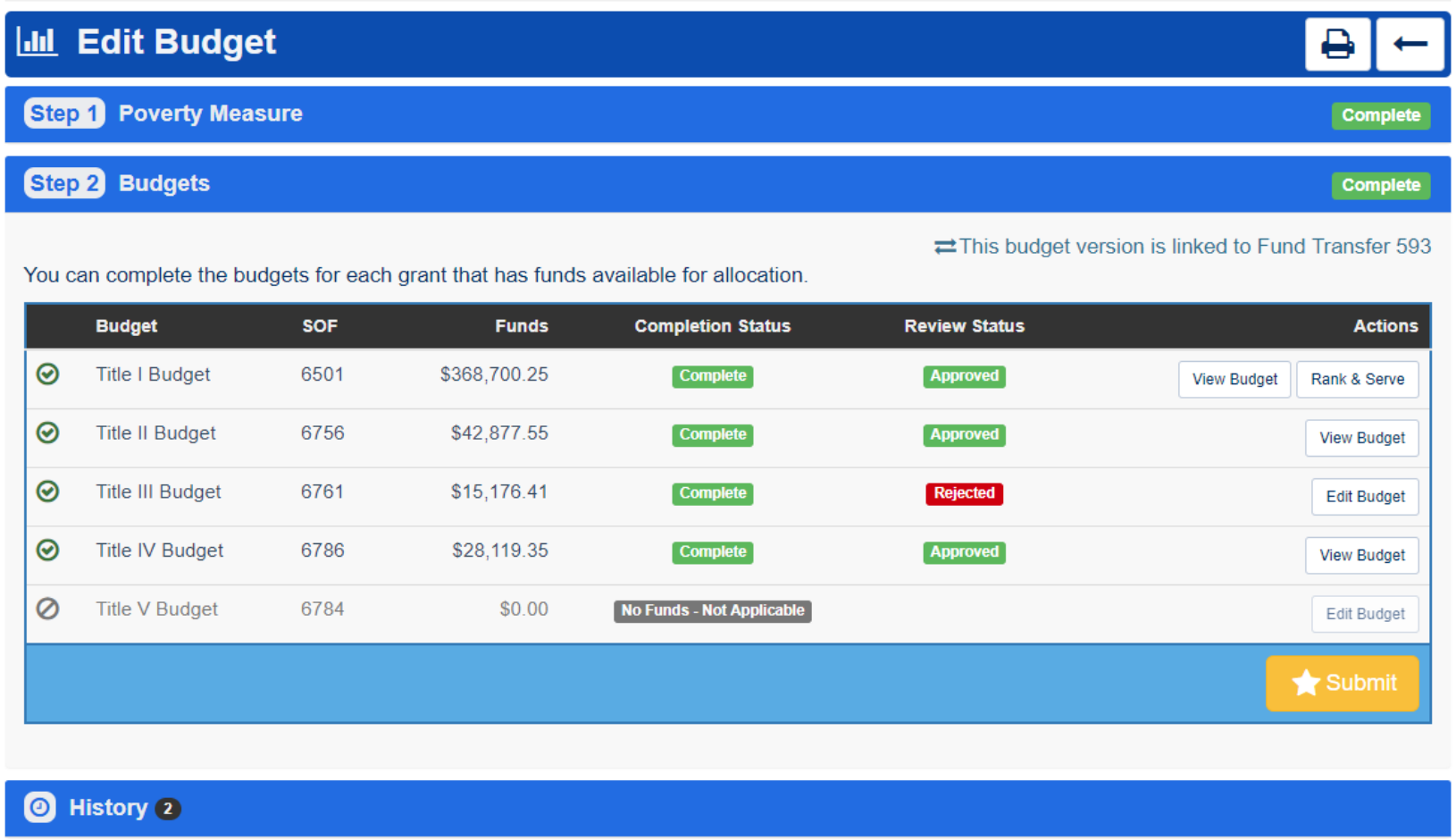
But if FGM has been rejected, the district must amend the FGM budget that was rejected.



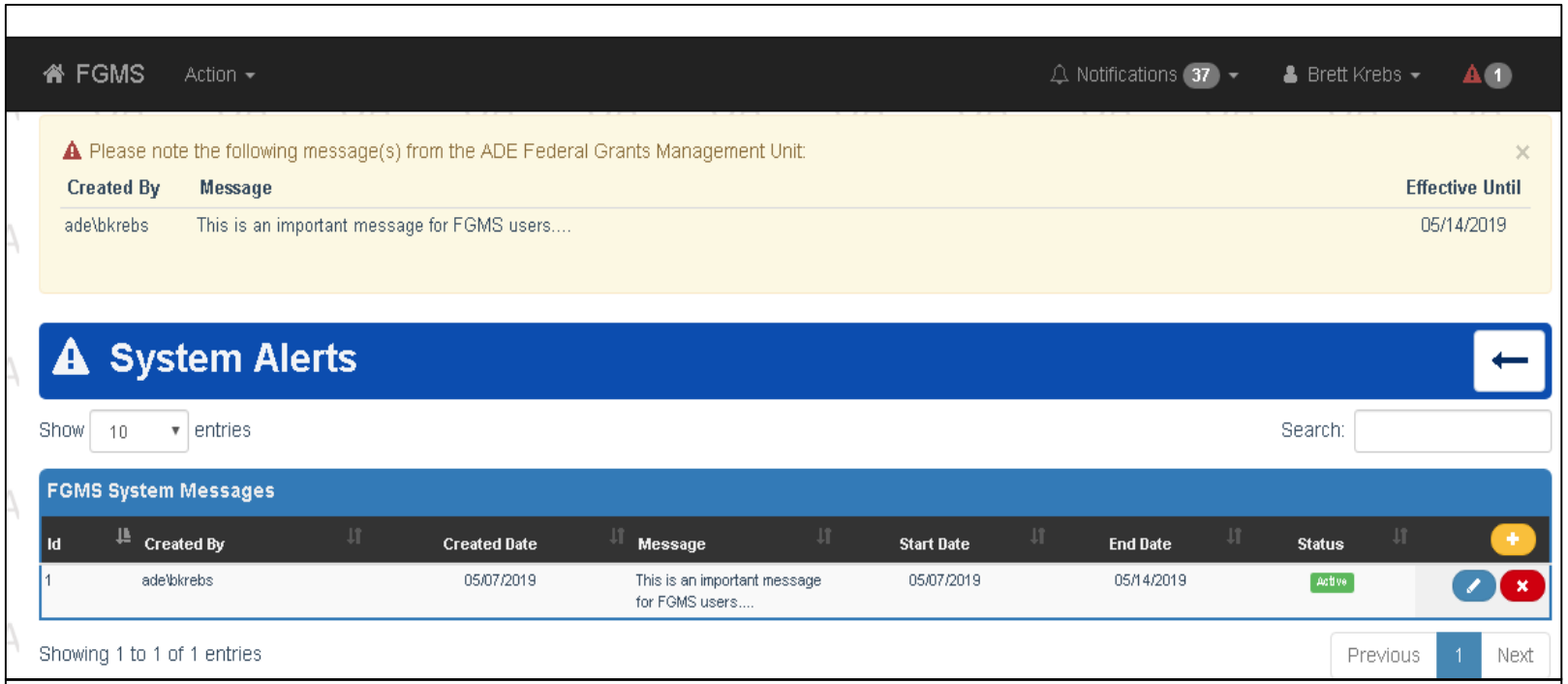
Indicators were added for each tab indicating the state of the FGM budget:

- Green Check = Approved
- Red Circled with X = Rejected
- Grey Circle with Slash = Grant Not Applicable/Nothing to do

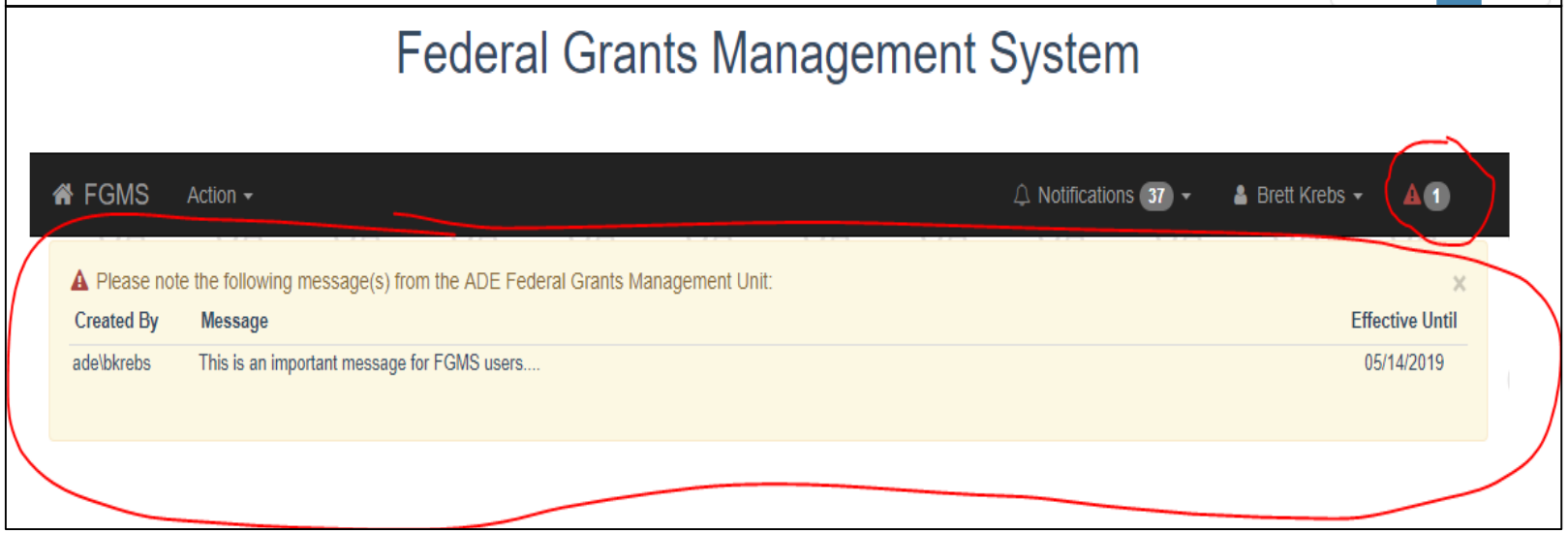
WHEN FGM IS REJECTED – Either entire or single budget pages



LEAs will be able to click on “edit budget” for the rejected budget and make the necessary changes.



There is now a 'System Alerts' page that will be used as a system-wide message board, this will be go to all Federal Coordinators from the ADE Active Directory list.



It will then be displayed upon initial login to all users:

Printing FGM for files ONLY

- Click on Print Que
- Save to Computer, once it has downloaded
- DO NOT UPLOAD in Indistar

PDF Version for all LEAs. By clicking on the "print cue" it will bring it down to your computer, you may print or save to your computer. DO NOT UPLOAD IN INDISTAR

Transfers

Transferred Amounts

Funding Source	Title I SOF 6501	Title I-C SOF 6502	Title I-D SOF 6510	Title II-A SOF 6756	Title III-A SOF 6761	Title IV-A SOF 6786	Title V-B SOF 6784	Totals
Title II-A - SOF 6756	$0.00				$0.00	$0.00		$0.00
Title IV-A - SOF 6786	$0.00			$0.00	$0.00			$0.00
Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	

☑ Per ESSA section 5103(e)(2), before a LEA may transfer funds from a program subject to equitable services requirements, it must engage in timely and meaningful consultation with appropriate private school officials. With respect to the transferred funds, the LEA must provide private school students and teachers equitable services under the program(s) to which, and from which, the funds are transferred, based on the total amount of funds available to each program after the transfer.

☑ The officials of this School District understand that any request to transfer funds must be submitted to the Arkansas Department of Education (ADE) thirty (30) days prior to funds being transferred, that funds transferred between programs must be used according to the rules and regulations of the program to which transferred, and that funds will be accounted for as directed by the ADE.

ESSA Private School Enrollment

Private School - Function 3352

Title I Building served in prior year		Prior Year Cycle 2 Enrollment		
LEA	Name	Low Income Public School Students	Low Income Private School Students	Total Low Income Students
2808024	BALDWIN ELEMENTARY SCHOOL	197	2	199
2808028	OAK GROVE MIDDLE SCHOOL	354	1	355
Total		**1334**	**3**	**1337**
Proportionate Share:		**99.78%**	**0.22%**	
Private School:			**$2,046.26**	

Title I Budget

Title I

SOF 6501		Amounts
Allocation		$911,951.93
Carryover		$182,375.84
Cash on Hand		$0.00
Funds Transferred Into Title I		$15,016.24
Homeless (Function 3355)		16539.24
Professional Development (Optional)		0
Equitable Services (Function 3352)		$2,046.26
Carryover and/or Additional - Equitable Services (Function 3352)		0
Indirect Cost (must be <= *Allowable Indirect Cost*)	($20,457.84 max)	20457.84
Neglected Set Aside (Function 1594)		$0.00
Additional Neglected Set Aside (Function 1594)		0
District Level Cost - 2170 - Parent and Family Engagement		$3,500.00
District Level Carryover - 2170 - Parent and Family Engagement		$0.00
Other District Level Cost		68653.97
Total Budgeted at District Level		$111,197.31
Total Available for Budget at Buildings		$998,146.70

Parental and Family Involvement - Function 2170

	Required	Actual
Allocation + Transfer In	$926,968.17	
1% Parental Involvement Set Aside	$9,269.68	11842.71
School Level (at least 90% of total set aside)	$8,342.71	8342.71
District Set Aside (Function 2170)		$3,500.00
Parental and Family Involvement Carryover from prior year		
School Level Carryover		0
District Level Carryover		0
Private School Portion		
1% of Equitable Services Set Aside	$20.80	20.8

Indirect Cost Calculation - Function 5500

Indirect Cost	1.84%
Total Funds Available	$1,109,344.01
Sub-awards	
Capital Outlay	
Allowable Indirect Cost	$20,457.84

Title I Building Ranking

Method: Grade Span Average

Group by Grade Span: Yes

Rank high-schools with > 50% poverty as 75% poverty buildings: No

District Enrollment: 3,161

Funds Available for Buildings: $998,146.70

Funds Allocated to Buildings: $998,146.70

Funds Remaining: $0.00

(/FGMS/Budget/ESSA)ESSA Private School Set Aside: $2,046.26

Use Recommended Allocations | Clear Allocations

LEA	School Name	Grade Span	Enrl	2017/18 Low Income Private School Enrollment	Poverty Count	Poverty %	Serve	Equitable Share	Avg. Rcmd per Child	Actual per Pupil Amount	Building Budget
75% or greater poverty											
2808024	BALDWIN ELEMENTARY SCHOOL	2-4	236	2	197	83.47%	Yes	$1,364.17	$748.27	748.27	**$147,409.19**
2808044	PARAGOULD PRIMARY SCHOOL	P-1	536		403	75.19%	Yes	$0.00	$748.23	748.23	**$301,536.69**
2808027	WOODROW WILSON ELEM. SCHOOL	2-4	272		204	75.00%	Yes	$0.00	$748.23	748.23	**$152,638.92**
Grade Span: 2-4				**Avg. Poverty %:**		**76.02%**					
2808045	OAK GROVE ELEMENTARY SCHOOL	2-4	251		176	70.12%	Yes	$0.00	$748.23	748.23	**$131,688.48**
Grade Span: 5-6				**Avg. Poverty %:**		**74.21%**					
2808028	OAK GROVE MIDDLE SCHOOL	5-6	477	1	354	74.21%	Yes	$682.09	$748.23	748.23	**$264,873.42**
Grade Span: 7-8				**Avg. Poverty %:**		**70.46%**					
2808042	PARAGOULD JUNIOR HIGH	7-8	501		353	70.46%	No	$0.00	$0.00		**$0.00**
Grade Span: 9-12				**Avg. Poverty %:**		**59.80%**					
2808043	PARAGOULD HIGH SCHOOL	9-12	888		531	59.80%	No	$0.00	$0.00		**$0.00**
Totals for Served buildings:			**1,772**	**3**	**1,334**						**$998,146.70**
Remaining:											**$0.00**

Title II Budget

Title II

SOF 6756		Amount
Allocation		$258,843.01
Carryover		$126,337.27
Cash on Hand		$0.00
Funds Transferred *to* Title II		$0.00
Funds Transferred *from* Title II		$261,778.15
Administrative Costs		0
Indirect Cost	($3,491.54 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		123402.13
Total Available to District		$123,402.13
Total Available to Buildings		$NaN

Equitable Services

Number of Students	
Enrollment	16870
ⓘ Students Participating at Private Schools within District Boundary	0
Total Enrollment	16870
Review District Budget Allocation	
Total LEA Allocation	$258,843.01
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$258,843.01
Per Pupil Rate	
Per Pupil Rate	$15.34
Equitable Services	
Amount	$0.00

Indirect Cost Calculation - Function 5500

Indirect Cost	2.83%
Total Funds Available	$123,402.13
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$3,491.54

Title III Budget

Title III

SOF 6761		Amount
Allocation		$59,898.03
Carryover		$15,662.59
Cash on Hand		$0.00
Funds Transferred into Title III		$0.00
Administrative Costs	($1,197.96 max)	0
Indirect Cost	($2,137.91 max)	0
Amount Allocated for Equitable Services		$0.00
Equitable Services Carryover		0
Other District Level Costs		53760.62
Total Available to District		$53,760.62
Total Available to Buildings		$21,800.00

Indirect Cost Calculation - Function 5500

Indirect Cost	2.83%
Total Funds Available	$75,560.62
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$2,137.91

Equitable Services

Number of Students	
LEP Enrollment	632
Students Participating at Private Schools within District Boundary	0
Total Enrollment	632
Review District Budget Allocation	
Total LEA Allocation	$59,898.03
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$59,898.03
Per Pupil Rate	
Per Pupil Rate	$94.78
Equitable Services	
Amount	$0.00

Title IV Budget

Title IV

SOF 6786	Amount
Allocation	$87,653.55
Carryover	$0.00
Cash on Hand	$0.00
Funds Transferred *to* Title IV	$0.00
Funds Transferred *from* Title IV	$43,806.88
Administrative Costs	0
Indirect Cost ($1,240.60 max)	0
Amount Allocated for Equitable Services	$0.00
Equitable Services Carryover	0
Other District Level Costs	43846.67
Total Available to District	$43,846.67
Total Available to Buildings	$NaN

Equitable Services

Number of Students	
Enrollment	16870
ⓘ Students Participating at Private Schools within District Boundary	0
Total Enrollment	16870
Review District Budget Allocation	
Total LEA Allocation	$87,653.55
Administrative Costs	$0.00
LEA Allocation minus Administrative Cost	$87,653.55
Per Pupil Rate	
Per Pupil Rate	$5.20
Equitable Services	
Amount	$0.00

Indirect Cost Calculation - Function 5500

Indirect Cost	2.83%
Total Funds Available	$43,846.67
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$1,240.60

Title V Budget

Title V

SOF 6784		Amount
Allocation		$51,557.08
Carryover		$0.00
Cash on Hand		$0.00
Funds Transferred into Title V		$0.00
Indirect Cost	($950.78 max)	0
District Level Costs		51557.08
Total Budget at District		$51,557.08
Total Available for Budget at Buildings		$0.00

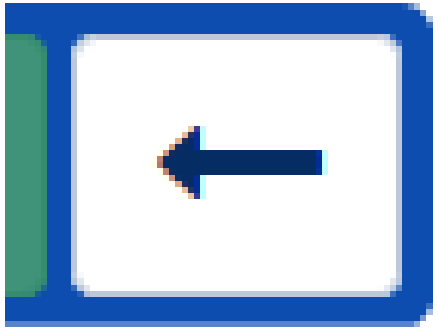
Indirect Cost Calculation - Function 5500

Indirect Cost	1.84%
Total Funds Available	$51,557.08
Sub-awards	0
Capital Outlay	0
Allowable Indirect Cost	$950.78

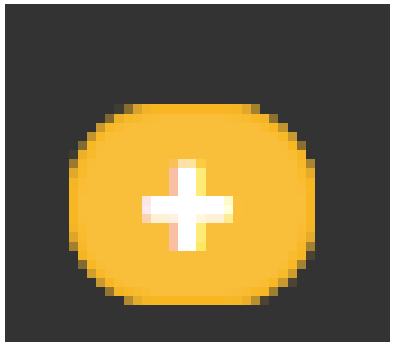
Budget History

Event	Comment	Created By	Created Date
Submitted for Review	N/A	APSCN\2808njankoviak	4/2/2018 2:33 PM

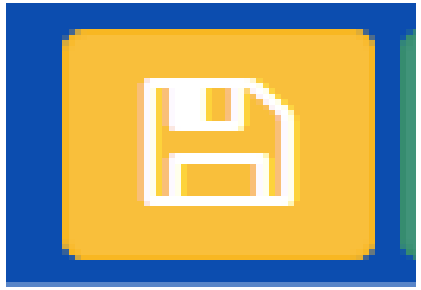
FGMS -



- Back button –
  - Goes back to the previous screen
- Send for approval –
  - This is available in the building configuration section, sends to ADE for approval of changes.

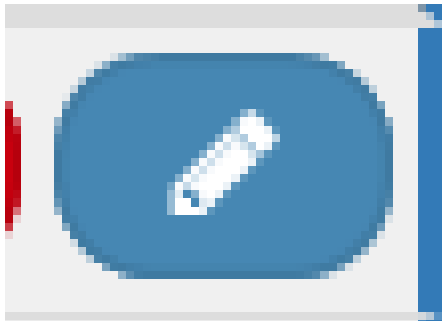


- Red Folder –
  - Goes to the saved file, edit the screens for building maintenance, private schools, etc.
- Create button –
  - Start a new budget, transfer, etc.



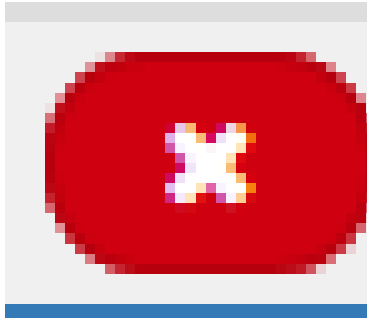
- Green Check –
  - Complete Task button, allows the program to save progress and complete that step.

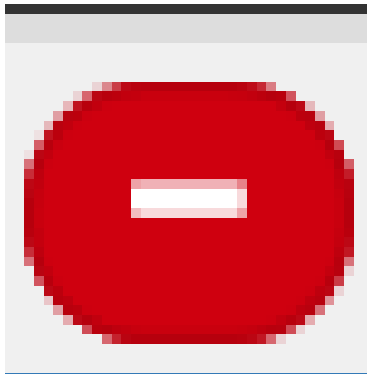
- Yellow Save Progress –
  - By clicking on save button, LEA can always go back to where they left off on entries.



- Review button (Spy Glass) –
  - Review and open a field

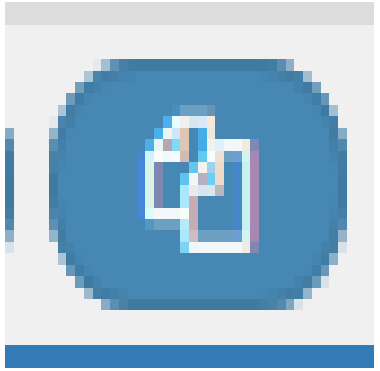
- Edit Button (Blue Pencil) –
  - Edit items on certain fields throughout FGMS.





- Delete button Red “X” –
  - Deletes an unwanted file.
  - Please note, it can’t be retrieved and LEA must create a new one.

- Cancel button Red “-” –
  - Removes a change (on the building maintenance page)



- Copy Button –
  - Makes a copy of the budget, can't be edited, view only.
- Printer Button –
  - Creates a PDF version of screen to be saved to LEA's federal program coordinator computer.

CONTACT -

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