

Close Out Process for Title I ARRA Funding

When enacted in February 2009, the American Recovery and Reinvestment Act of 2009 (ARRA) provided significant new funding for Title I Part A of the Elementary and Secondary Education Act of 1965.

District administrators need to be aware of the upcoming deadline for spending these federal Title I ARRA funds. Districts have until September 30, 2011, to obligate and spend these funds. Any funds remaining after September 30, 2011, will be returned to the U.S. Department of Education (USDE).

Process

Districts will not be submitting another application to spend the Title I ARRA funding from July 1, 2011 through September 30, 2011. Rather, districts will complete budget revisions as needed to spend the Title I ARRA funding.

Once school districts have expended all of their Title I ARRA funds, they need to submit a Title I Final Financial Report (SFN 7822), as well as a Request for Funds form (SFN 14660), and officially close out the ARRA grant. You are also required to submit addendums with this grant, if they pertain to your situation. In addition, we are requiring districts to submit a copy of their school district accounting ledger to verify that all of the Title I ARRA funds have been expended. Title I ARRA Final Financial Reports must be submitted to the state Title I office by November 1, 2011, so that the department can meet its deadline for closing out the ARRA grant and completing all required paperwork. The final ARRA Quarterly Report must also be submitted with the other final reports.

Timeline

June 2011-Sept. 2011 – Spend Title I ARRA Funds (Do Budget Revisions as Needed)

- ✓ Districts under \$200,000 do 2009-2010 Budget Revision
- ✓ Districts over \$200,000 do 2010-2011 Budget Revision

October 2011 – Pay Bills and Close Out Books

November 1, 2011 – Submit Title I ARRA Documents to State Title I Office

- ✓ Final Financial Report (SFN 7822)
- ✓ Addendums (if applicable)
- ✓ Request for Funds (SFN 14660)
- ✓ Copy of District Accounting Ledger
- ✓ Final Quarterly Report

November/December 2011 – DPI Closes Out ARRA Funding with USDE.

Release of ARRA Funds

There are quite a few districts in North Dakota that have a significant amount of Title I ARRA funds remaining. North Dakota has been identified as one of the states with a large outstanding Title I ARRA balance that has not been drawn down.

Districts are once again reminded that they have the opportunity to release some or all of their Title I ARRA funds for reallocation. We could then have a second reallocated funds application process for districts to apply for funding for summer school programming or professional development during the 2011 summer timeframe. **If districts can't spend all of their Title I ARRA funds, then they need to release some of them. Enclosed please find a form, if you would like to release your Title I ARRA funds.** We don't want North Dakota to be listed as a state that returned Title I ARRA funding to the USDE.

Potential Timeline Waiver

There is a slight possibility of a waiver for the Title I ARRA funds. Some states are contemplating applying for a Tyding's Amendment waiver regarding the Title I ARRA funds which would extend the period of availability for one additional year. To date, the USDE has not announced whether or not they will be inviting states to apply for such a waiver.

Questions

If you have any questions, please consult with your Title I contact person; or Mary Neigum at mneigum@nd.gov or (701) 328-2281; or Laurie Matzke at lmatzke@nd.gov or (701) 328-2284.

RELEASE OF EXCESS TITLE I ARRA FUNDS

_____ Public School District has reviewed the current status of Title I ARRA expenditures and will not be able to utilize all of the funds remaining on allowable Title I expenditures on or before September 30, 2011. _____ Public School District wishes to release Title I ARRA funds in the amount of _____

Comments:

Authorized Representative _____ Date _____

Business Manager _____ Date _____

Districts that elect to release some of their Title I ARRA funds will be sent a revised grant award.

Please return this form to Mary Neigum by email at mneigum@nd.gov or by fax to (701) 328-0203.