



# Welcome to FFGCoP!

## Federal Fiscal Grants Communities of Practice #1



*Supporting Schools and Students to Achieve*

SHERRI YBARRA, ED.S., SUPERINTENDENT OF PUBLIC INSTRUCTION

10/19/2022

# What is a Community of Practice?



“[Community of practice](#)” (sometimes referred to as “CoP”) is a term created in 1993 by cognitive anthropologists Etienne Wenger and Jean Lave.

**Communities of practice are groups that:**

- Share a need, concern, or passion.
- Share experiences, expertise & knowledge in creative, free-flowing discussions
- Dynamic learning and problem solving
- Desire a better way - efficiencies



# Why Now?



- Turnover
- Complexity of federal compliance
- Number of new funding sources & reporting
- Capacity building (efficiencies needed!)



# What Do Communities of Practice Provide?



- Access to experts in your field
- Peer to Peer Learning
- Knowledge Sharing
- Learn the how and the why
- Develop Best Practices & Strategies
- Resource Sharing
- Reminder Timelines
- Support and confidence building



# What Will We Cover in this Federal Fiscal Grants Community of Practice?



- Cover hot topics
- Timelines & due date reminders
- Compliance overviews
- Tips and tricks from the field
- Other topics submitted by you.



Our main structure will consist of a 5-10 minute timeline of grant-related due dates for the month, a 10-15 minute presentation from the SDE on a given topic, and a 10-15 minute presentation or discussion from LEA business managers and other program directors, and lots of time for questions and collaboration!

# Poll #1



- Which Accounting System Do You Use?
- Wouldn't it be nice to know who else uses that system?
- How would you like to learn tips and tricks on how to do something in the same system?



# What Do You Want to Learn?



**These Communities of Practice are designed for new and experienced business managers alike. Please help us cover the topics that you feel would best serve you.**

- [Click Here for our Survey](#)

## Grant Topics I am interested in

- Purchasing, Procurement & Contracting
- Uniform Grant Guidance
- EDGAR Education Dept. General Administrative Regulations
- OMB Guidance for Grants and Agreements
- Time & Effort
- GEPA General Education Provisions Act
- Supplement - Not Supplant
- Allowable Costs
- ESEA
- Policies & procedures
- Maintenance of Effort
- Indirect Costs



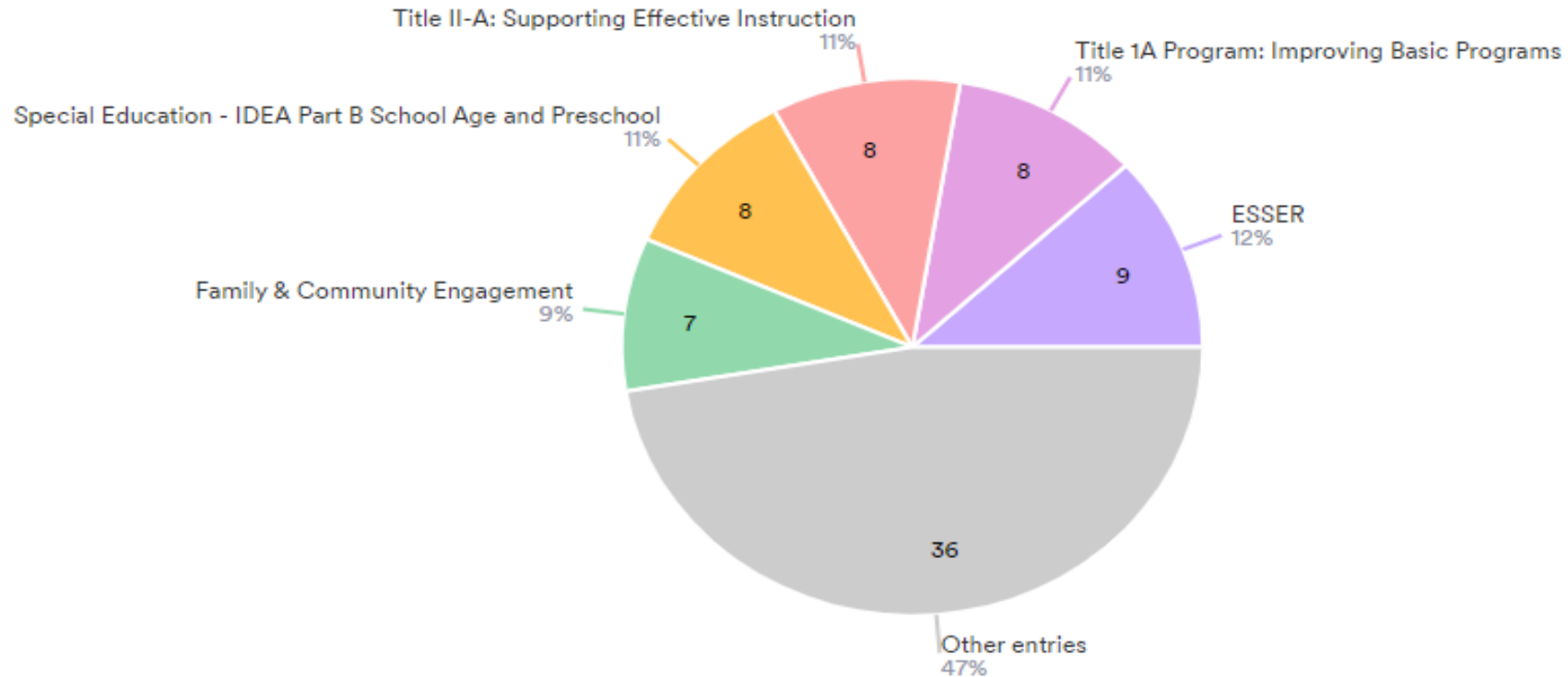
# Survey Results So Far



## What programs do you all want to learn about?

Federal Grant Areas I am interested in learning more about

76 Responses- 1 Empty



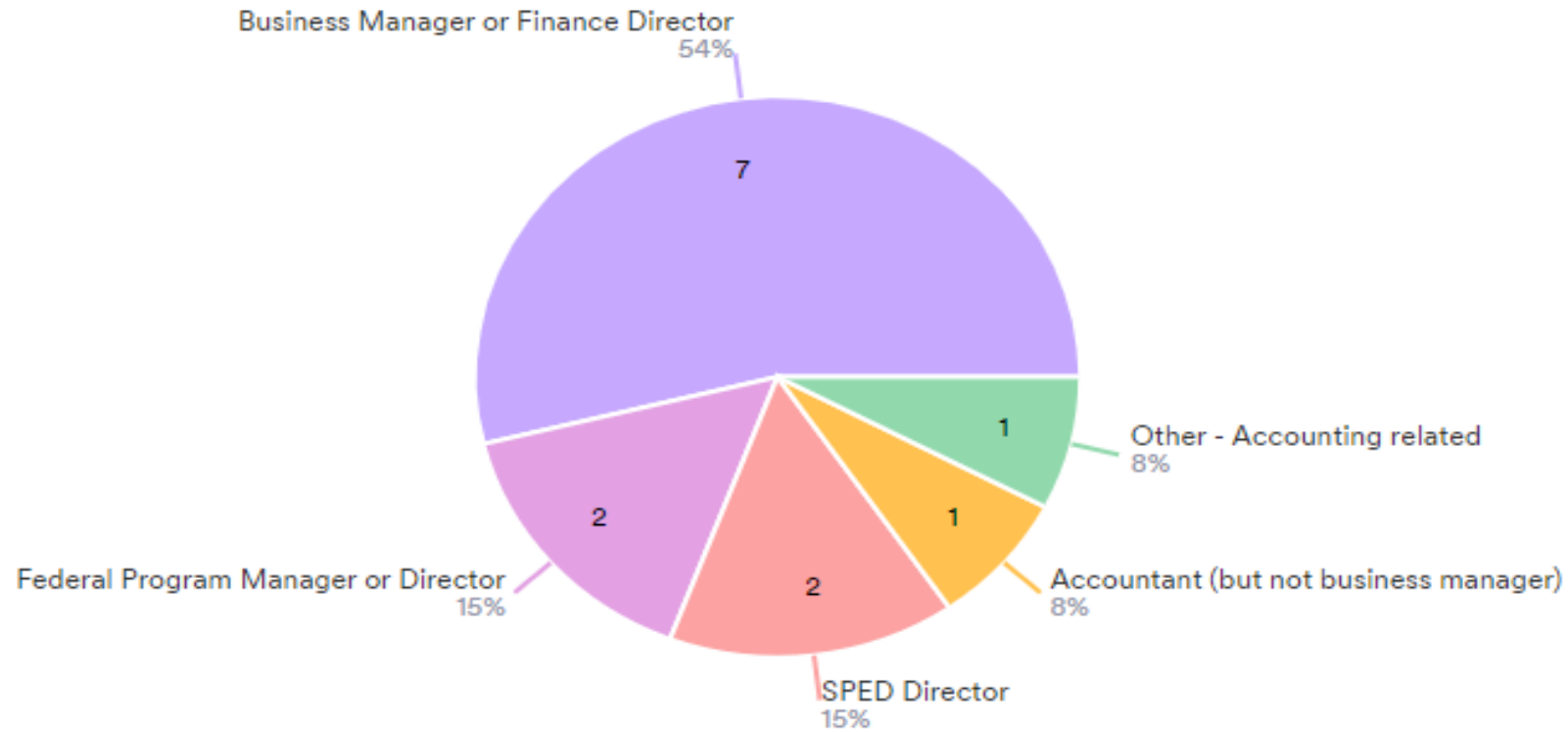


# Who's Here?



## Which position describes you

13 Responses- 1 Empty



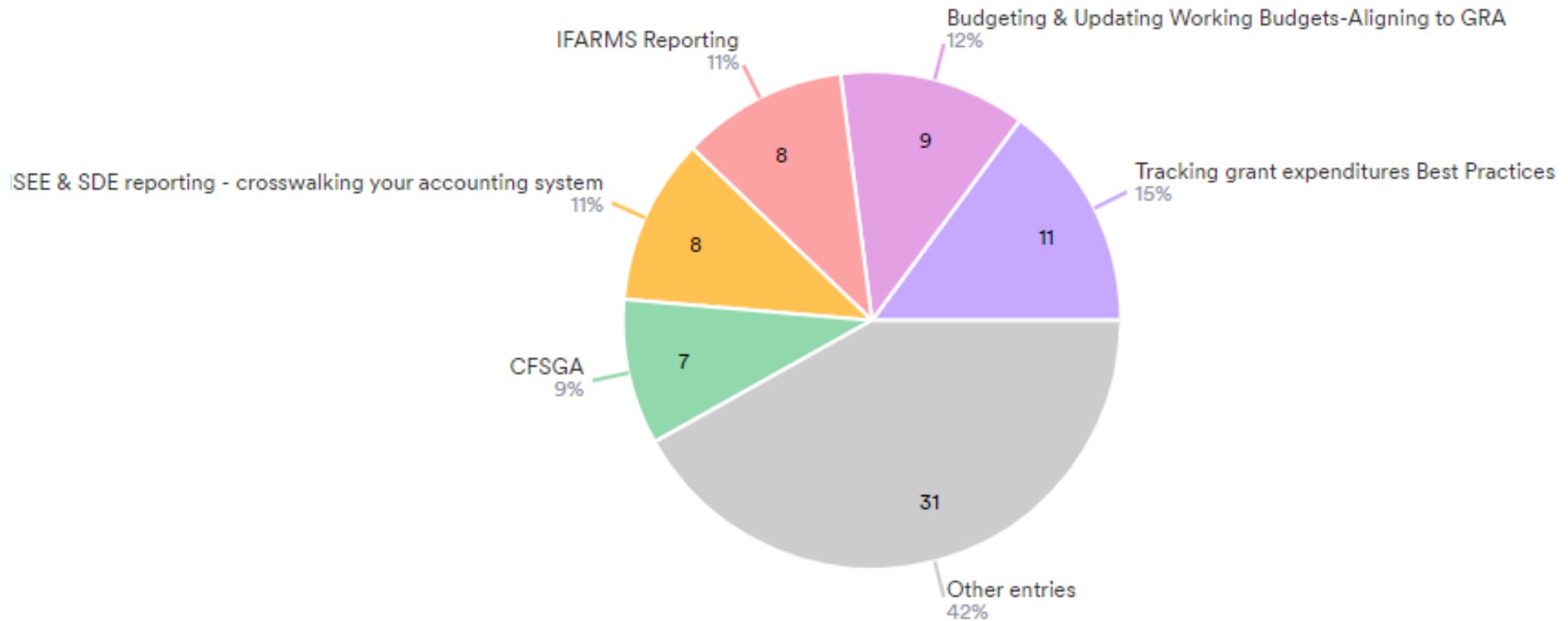
- Business Manager or Finance Director
- Federal Program Manager or Director
- SPED Director
- Accountant (but not business manager)
- Other - Accounting related

# Accounting Topics



## Accounting topics I am interested in

74 Responses- 1 Empty

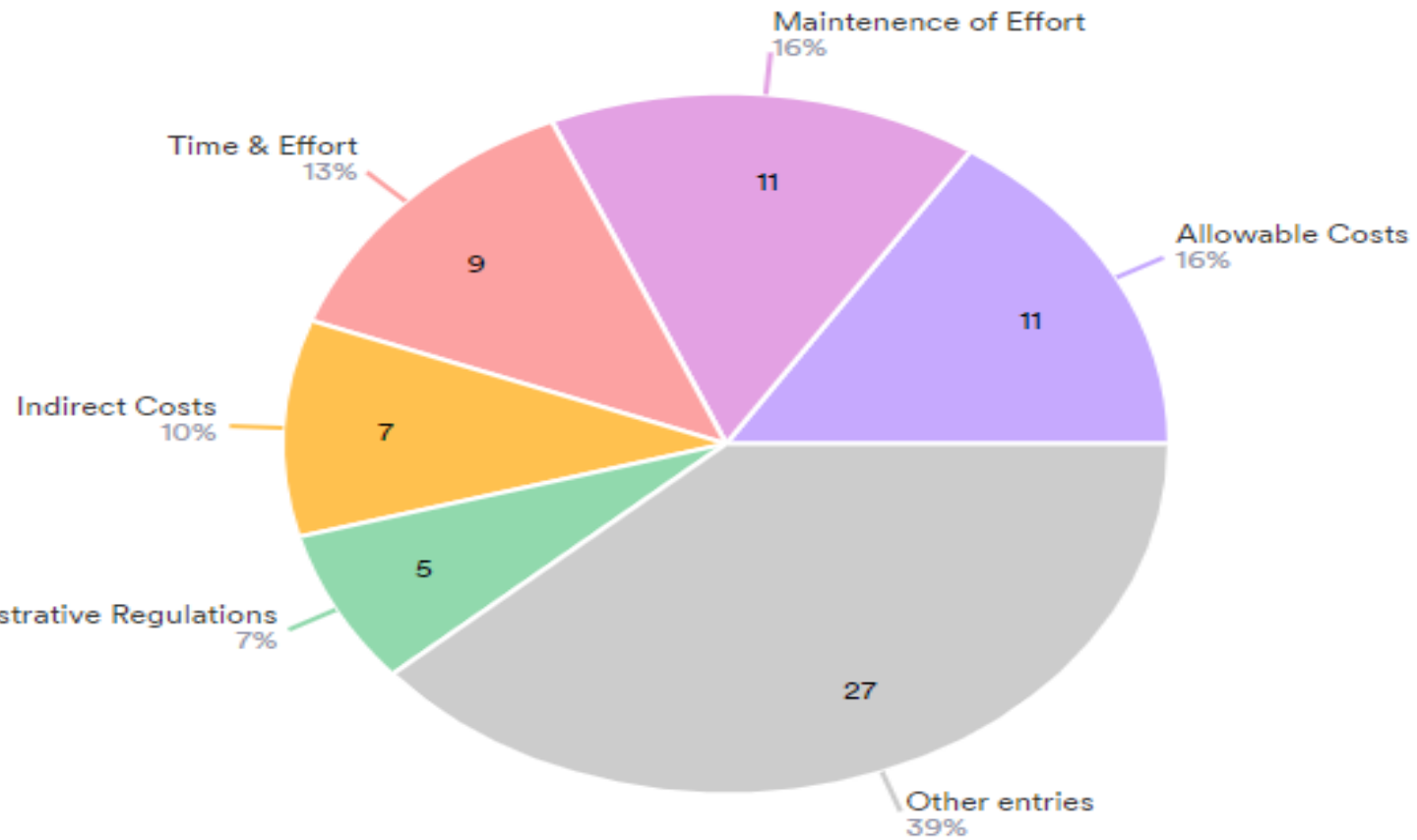


# Grant Compliance Topics



## Grant Topics I am interested in

70 Responses- 1 Empty



# What's On Your Radar?



## What's Due Around the State?



### OCTOBER 2022

DUE DATE	DATE SUBMITTED TO THE SDE	FORM TITLE	COMPLETION LEVEL	SDE SECTION	SDE CONTACT	REQUIRED BY	COMMENTS
October 15		Final Income Count and Enrollment Numbers for New and Significantly Expanded Charter	Charter/LEA	Federal Programs & Special Education	TBD Federal Programs (208) 332-6900 Lisa Pofelski-Rosa (208) 332-6916	34 CFR 76.787	Used to calculate federal grant final allocations.
October 15		Special Education Policies and Procedures Adoption Form	New Charter/LEA	Special Education	Lisa Pofelski-Rosa (208) 332-6916	Federal Regulations IDEA PL 108-446	Required for IDEA Part B fund eligibility.
October 15		ISEE Coding for Immigrant Students	District/Charter	Federal Programs	Maria Puga (208) 332-6905	EDGAR 34 CFR 76.731	District must code immigrant students based on the Federal definition for immigrant students. See <a href="http://www.sde.idaho.gov/site/isee/requiredData.htm">http://www.sde.idaho.gov/site/isee/requiredData.htm</a> .
October 17 <i>*updated 8/2/22</i>		ISEE Coding for McKinney-Vento Students for data collection period 8/15/22 - 9/30/22	District/Charter	Federal Programs	Coordinator TBD (208) 332-6904	42 USC § 11432(f)(1) and (3).	Districts/charters must code qualifying Homeless students and Unaccompanied Homeless youth based on the Federal McKinney-Vento definition for newly enrolled or returning students in their student information systems and reported via ISEE. Newly enrolled and/or identified MV students should be coded throughout the school year to be included in ISEE data uploads. The annual cumulative number of students identified/served is recorded regardless of if students move or find permanent housing.
October 31		School Improvement Plan	School/Charter	Federal Programs	Tyson Carter (208) 332-6911	ESEA section 1111(c)(4)(D)(i); ESEA section 1003(b)(1)(A)	Schoolwide Improvement Plans (SWIP) are required of all schools that are identified as Comprehensive Support and Improvement (CSI) yearly.

# What's Coming Up in November?



NOVEMBER 2022							
DUE DATE	DATE SUBMITTED TO THE SDE	FORM TITLE	COMPLETION LEVEL	SDE SECTION	SDE CONTACT	REQUIRED BY	COMMENTS
November		General Supervision File Review	District/Charter	Special Education	Debi Smith (208) 332-6915	34 CFR § 300.149, 34 CFR § 300.600-602	District/charter select student files to review and then begin the General Supervision File Review (GSFR) process utilizing the GSFR checklists. For login issues contact Support at: (208) 332-6987.
November		Migrant Student Information System (MSIS) Data Reporting; Instructional Services, Supportive Services, Priority for Services and Continuation of Services	District/Charter	Federal Programs	Sarah Seamount (208) 332-6958	Federal Law PL 107-110	Required for Federal Reporting/Accountability/IC sub-allocation determination; Districts complete quarterly data verification in MSIS with Regional MEP Coordinator.
November ISEE Upload - First Friday in November		Special Education Child Count	District/Charter	Special Education	Alisa Fewkes (208) 332-6919	Federal Law 20 U.S.C. § 1418 20 U.S.C. 1416(a)(3)(B) 34 CFR 300.173	Child Count is an unduplicated count of students ages 3-21 receiving special education and related services on the first Friday in November with current eligibility, active IEP, and actively receiving services. Students who are parentally placed in private schools and receiving services though a service plan should also be included as part of Child Count. For login issues contact Support at: (208) 332-6987.
November 15		Verification Summary Report of Free and Reduced Applications	District/Charter	Child Nutrition	Melissa Cook (208) 332-6830 Jennifer Butler (208) 332-6929	Federal Regulations 7 CFR 245	Results of verification of free/reduced household income. Submitted in <b>MyIdahoCNP</b> .
November 15		Title I-A Comparability Report	District/Charter	Federal Programs	Alexandra McCann (208) 332-6900	ESEA Section 1120A	Annually districts must submit documentation verifying Title I schools have met federal comparability requirements.
November 15		Final Application and Budgets for IDEA Part B and Preschool Special Education Funds	District/Charter/LEA	Special Education	Lisa Pofelski-Rosa (208) 332-6916	Federal Regulations 34 CFR 300.200-300.204	<b>Last day to submit</b> application and budgets for 2022-2023 IDEA Part B and Preschool Special Education Funds. Required for eligibility for IDEA Part B and Preschool funds. <a href="http://www.sde.idaho.gov/sped/funding/">http://www.sde.idaho.gov/sped/funding/</a>
November 18 <i>*updated 8/2/22</i>		ISEE Coding for McKinney-Vento Students for data collection period 8/15/22 - 11/4/22	District/Charter	Federal Programs	Coordinator TBD (208) 332-6904	42 USC § 11432(f)(1) and (3).	Newly enrolled and/or identified MV students should be coded throughout the school year to be included in ISEE data uploads. The annual cumulative number of students identified/served is recorded regardless of if students move or find permanent housing.
November 30		General Supervision File Review	District/Charter	Special Education	Debi Smith (208) 332-6915	34 CFR § 300.149, 34 CFR § 300.600-602	District/charter provide a list of self-reviewed student files and the GSFR signed Letter of Assurance. For login issues contact Support at: (208) 332-6987.

# Tips & Tricks – IDEA Part B Application



- How to fix common IDEA errors

DEPARTMENTS COMMUNICATIONS

IDAHO STATE DEPARTMENT OF EDUCATION

Log On  
IDEA Part B and Preschool Application

**Links**

- Home
- IDEA Part B Funding Manual
- Application Instructions
- How to fix common IDEA errors
- Application Instruction Video
- Instructional Video Time Log

**2021-2022**

Change Year

**Actions**

Select District

At A Glance

## IDEA Part B and Preschool Application

Welcome to Idaho's IDEA Part B and Preschool Application. This is the school district and LEA application for flowthrough funding under the Individuals with Disabilities Education Act (IDEA), Part B, Section 611 and Section 619 (Preschool).

The application for IDEA Part B and Preschool flowthrough funds is open for submission. Applications may be submitted at any time until 6/15/2021. Applications submitted after that date will not be accepted. After submission of the application and approval by SDE, LEAs may retroactively fund allowable costs incurred after July 1 of the current year.

If you have questions about the application or filling out the forms, please contact the Idaho IDEA Administrator at [IdeaAdministrators@sde.idaho.gov](mailto:IdeaAdministrators@sde.idaho.gov).

If you are encountering errors while using the IDEA application, please contact the IT Help Desk at [support@sde.idaho.gov](mailto:support@sde.idaho.gov).

IDEA Part B and Preschool Application

More Info

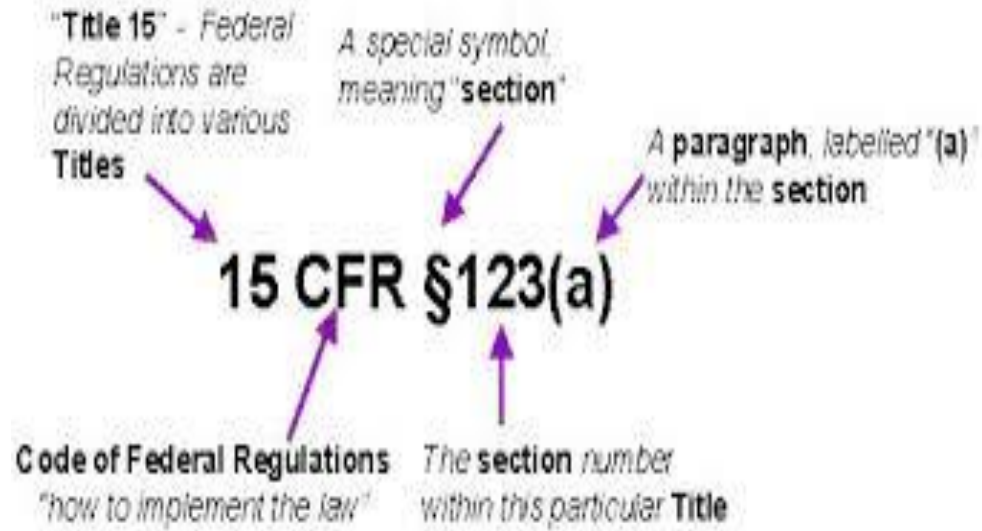
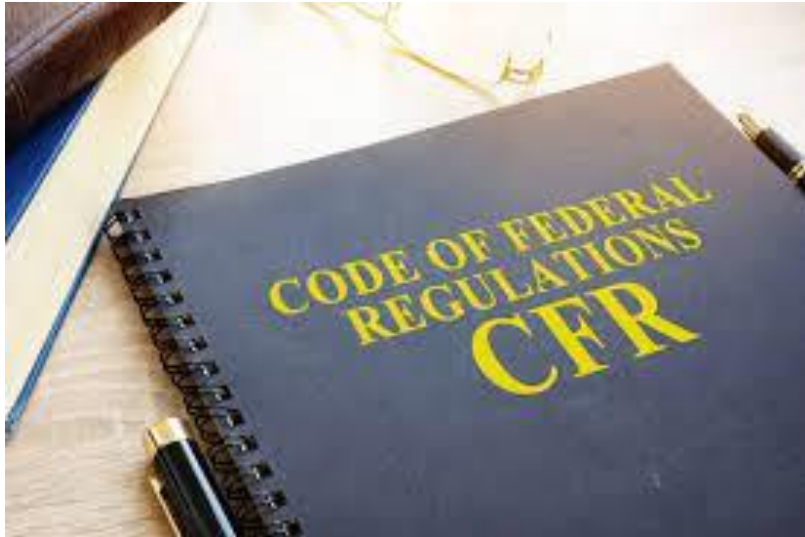
# Poll #2



- How's your federal grant compliance knowledge?

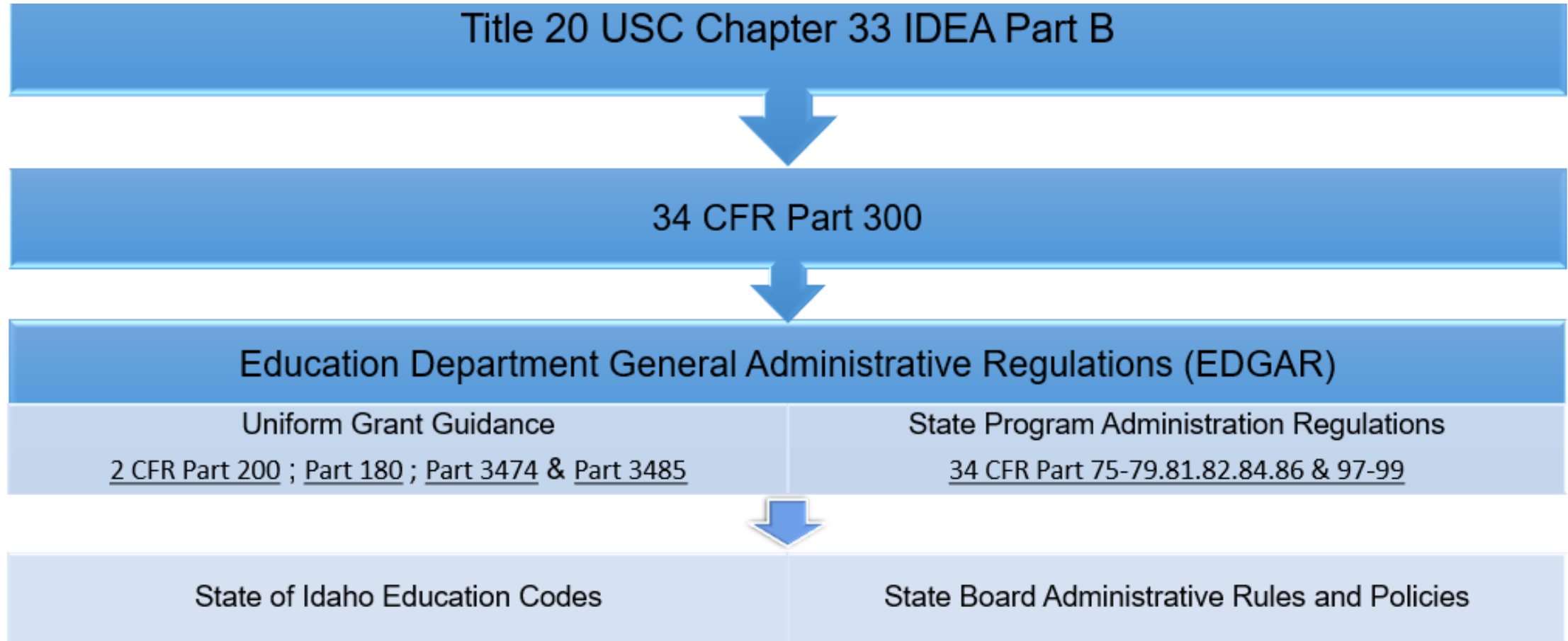


# Code of Federal Regulations





# Federal and State Grant Management Laws and Regulations



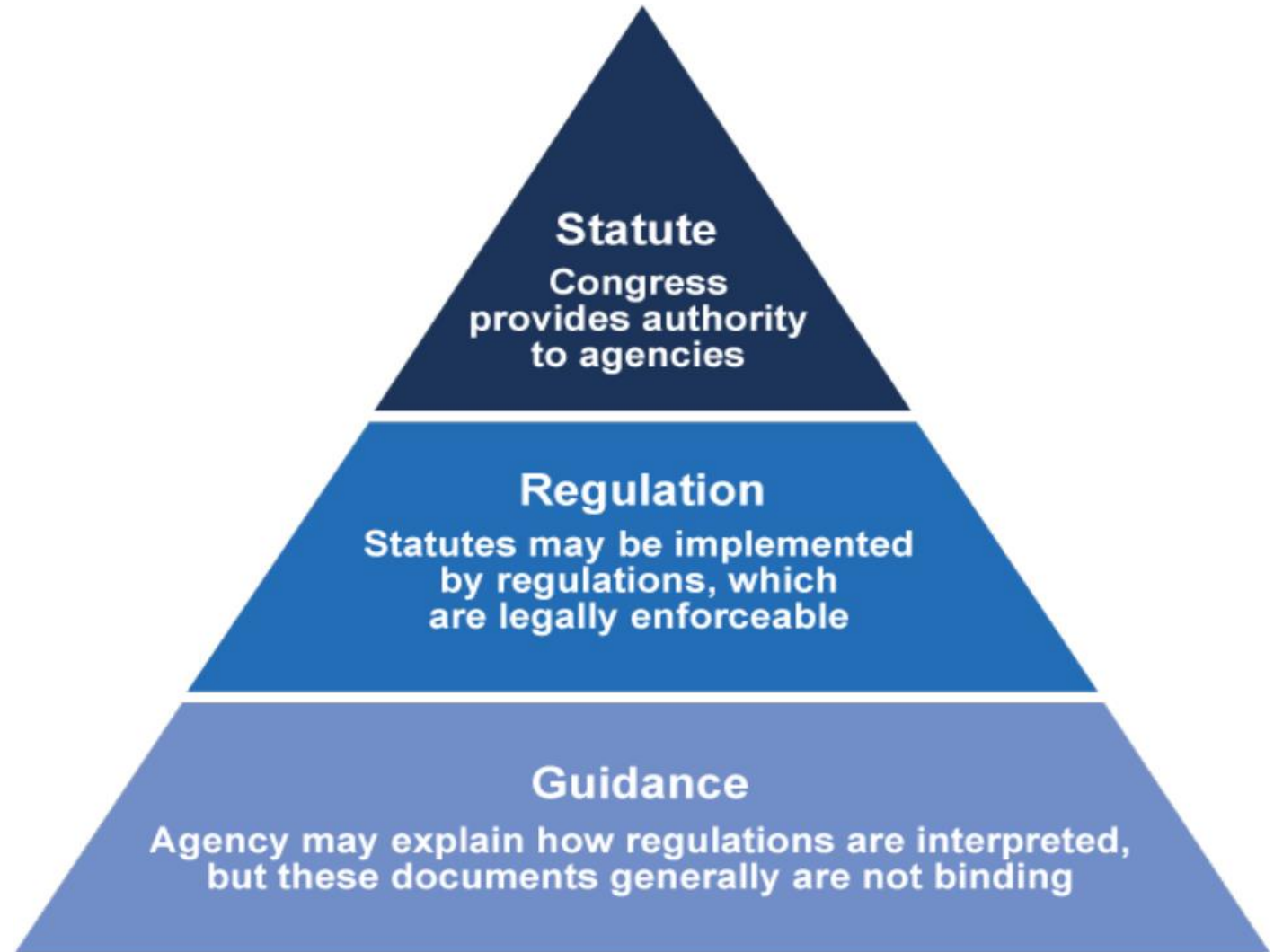
[Link to Title 33 State of Idaho Education Codes](#)

[Link to IDAPA 08 – State Board of Education Admin Rules Governing Administration](#)

# Regulations 101



- United States Code (U.S.C.) is a law that has been passed by the US Congress
- Code of Federal Regulation (CFR) is the interpretation of the law by the relevant federal agency
- Non-regulatory guidance is the interpretation of the regulation by the relevant federal agency



# Poll #3 Tuesdays or Thursdays?



When is  
best for you  
to meet?



# Ready For More Learning in Action?



We hope this new Community of Practice can help build confidence, and a community of support through learning peer to peer, in a safe, supportive environment. Fill out the survey to let us know your needs. Welcome to the next level!

Now pick out your cape and get ready!



# We're just a call away!



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