

January 17, 2008

Winter Conference – NCLB Roundtable



Program Name: Fiscal Monitoring

Background: Federal regulations require a grantee to monitor subgrant supported activities to assure compliance with the applicable federal requirements and performance goals are being achieved. (EDGAR 34 CFR 80.37)

Purpose: To explain the fiscal monitoring process for federally funded programs (NCLB, IDEA, & CTE), to provide technical assistance on the monitored areas, and to explain the documentation that will be gathered. The fiscal monitoring will be a combination of desk, virtual and possible onsite monitoring.

Five monitored areas: Internal Control, Activities Allowed or Unallowed, Support of Salaries and Wages, Equipment and Supplies and Contract Administration.

- The process begins by notifying districts that are determined to be monitored, and requesting documentation as indicated in the form.
- The process is essentially comparing district provided policies and procedures to selected documents from the Reimbursement Request(s) submitted to EED. For example, Salaries and Wages, a reimbursement request from a prior quarter or year should identify staff paid under the grant. EED will sample the Reimbursement Request(s) and request time and effort documentation to verify the staff actually worked on the grant with the after the fact documentation.
- Desk review will occur first, and if additional information is needed a teleconference or virtual conference maybe scheduled. Some districts maybe selected for onsite monitoring due to factors including the amount of funds received, carryover amounts, and single audit findings.
- For districts selected for onsite, the intent is to perform a desk review of documentation prior to onsite, narrowing the scope needed in the field.
- Technical assistance will be providing by explaining possible issues and methods or techniques on the issues.

Useful links: The Fiscal Monitoring Form can be located at EED's website:

<http://www.eed.state.ak.us/forms/home.cfm>,

NCLB - No Child Left Behind, 05-08-017 FY08, Fiscal Monitoring Form

More information:

Larry Fanning, School Finance Specialist

Phone: 907-465-8720

E-mail: larry.fanning@alaska.gov