



EL DORADO

**CHARTERSELVA**

*Fiscal Update*



## January 2022

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### Four Important January Data Submissions

Due very shortly are:

1. ERMHS Level 2 Budget Request
2. ADA/Enrollment Report #2
3. Learning Recovery/Dispute Prevention Expenditures
4. Mid-Year Expenditure Report

See details below for each of the reports, and please do not hesitate to let us know how we can support you for timely filing.

#### ERMHS Level 2 Budget Request

Your LEA's 2021-22 ERMHS Level 2 Budget Request is due **January 18**. The [Budget Request template](#) is opened in the Fiscal Portal after approval of your 2021-22 Annual Mental Health Plan. The Budget Request is the final step in determining preliminary funding for your LEA's special education Level 2 ERMHS program. It is important that your program and fiscal teams work together to complete the request.

Preliminary Level 2 funding for each SELPA partner is determined by calculating 80% of the lesser of two components: [December 1, 2021 SEIS service count multiplied by \$3,000] OR [a submitted Budget Request]. Your projected budget should be based on ALL special education students served or anticipated to be served in the 2021-22 year. It should not be based only on the students included in the December 1 SEIS pull. When determining your budget, note that only the direct service time, per the IEP, is eligible for reimbursement. The [Funding Guidelines](#) detail eligible services and expenditures for which you may request reimbursement.

### **ADA/Enrollment Report #2**

A report of your LEA's current year ADA and enrollment is also due **January 18**. This is the second quarterly report for 2021-22. The [ADA/Enrollment template](#) takes very little time to complete and is available via the Fiscal Portal.

### **Learning Recovery/Dispute Prevention Expenditures**

If your LEA has expended any of your eligible [Learning Recovery](#) funds per your submitted plan or [Dispute Prevention](#) funds consistent with the SELPA-wide plan, those expenditures may be reported via the [Fiscal Portal](#) by **January 18**. As a reminder, cash for these one-time funding streams is released only after expenditures are reported and certified. Reporting is optional for both funding streams until the end of the year when final expenditures must be reported.

### **2021-22 Mid-Year Expenditure Reporting**

The report is available in the Fiscal Portal and is due **January 21**. The Mid-Year Expenditure Report should include all actual special education expenses through December 31, 2021. This required report serves a two-fold purpose:

- [Federal Expenditure Reporting](#): If you are receiving federal funds in the 2021-22 fiscal year, this is the first opportunity to report your expenditures and begin the flow of federal cash.
- [State Expenditure Reporting](#): We use this report to analyze spending throughout the SELPA. Even if you are not receiving federal funds, you must still complete the Mid-Year Expenditure report.

## **Open Office Hours**

To better support our LEA's with reporting, we are offering two opportunities for open office hours. On these days, partners may enter the Zoom meeting at any time between 8:00 am and 5:00 pm (PDT) by using the links below. We will be available to answer any questions you may have about the upcoming reporting.

- January 7: [Zoom Link](#) Meeting ID: 812 6989 3079, passcode: 106912
- January 14: [Zoom Link](#) Meeting ID: 823 4091 2560, passcode: 512901

## 2020-21 Audit Report Submissions

Charter schools that operated in 2020-21, regardless of SELPA membership, must provide a copy of the 2020-21 independent audit report to the SELPA. Upload via the Fiscal Portal is available, and a public site can be used if your audit firm uploads the report. **Though the audit report filing deadline has been extended to January 31,** audit reports should be submitted as they are finalized. The [private upload link](#) is now available, as is the [public upload link](#).

## 2021-22 Budget Advice

- 2021-22 Charter Member Rate (State) = \$715.00 per 2021-22 P-2 ADA (before admin fee & set-aside for new charters).
- 2021-22 Federal Rate = \$125.00 per 2020-21 Enrollment/Fall 1 (before admin fee)
- ERMHS Level 2 = 80% of the lesser of \$3,000 x Dec 1 SEIS service count or ERMHS budget (opt-in required – see below)
- ERMHS Level 3 Site-Based Therapeutic = 80% of approved budget (advanced program & budget approval required – see below)
- ERMHS Level 3 NPS = 90% of eligible ERMHS services (Fiscal Portal submission required – see below)
- ERMHS Level 3 RTC = 100% of eligible Room and Board (Fiscal Portal submission required – see below)
- Low Incidence = Up to \$1000 for eligible materials/services per student, which will likely increase upon final funding determination (Fiscal Portal submission required).

## 2021-22 Low Incidence Funding

Low incidence funds are available for use on behalf of students certified as having a low incidence primary or secondary disability through the assessment and IEP process.

The following criteria must exist for reimbursement:

- Student must have a low incidence disability
- The request must meet a minimum of \$600
- The services and/or materials must be necessary for the student to meet their Individualized Education Plan (IEP) goals and objectives; for the student to access general education; be specialized as it relates to a need or the needs of the low incidence disability; and be indicated in a comprehensive evaluation which is completed by staff or a provider who is credentialed/knowledgeable of the low incidence disability area(s).

The minimum reimbursement amount per Low Incidence claim has been set at \$1,000 for 2020-21. The maximum reimbursement cannot be determined until all claims are submitted. The [Low Incidence Reimbursement Request](#) is currently available in the Fiscal Portal. We recommend starting your request as soon as possible so we may begin our review and determination process. Requests can be initiated based on estimated spending. Final funding will be based on actual expenditures reported at year-end. For additional information on reimbursement requirements, consult the [Low Incidence Guidelines](#).

## **Important Upcoming Dates**

01/07/22 – Open Office Hours (8:00 am to 5:00 pm)

01/14/22 – Open Office Hours (8:00 am to 5:00 pm)

01/18/22 – ERMHS Level 2 Budget Requests Due

01/18/22 – ADA/Enrollment Report #2 Due

01/18/22 – Learning Recovery Expenditure Reporting Due

01/18/22 – Dispute Prevention Expenditure Reporting Due

01/21/22 – ERMHS Level 3 NPS/Residential Expenditure Reporting Due

01/21/22 – Mid Year Expenditure Report Due

01/31/22 – 2020-21 Audit Reports Due

## **Handy Links**

[Fiscal Portal](#)

[Funding Detail](#)

[State Cash Flow Projection](#)

[Federal Cash Flow Projection](#)

[Admin Fee Rates](#)