



# Colorado Multi-Tiered System of Supports (COMTSS) Leadership Team Budget Fact Sheet



## COMTSS Specialists

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## Fiscal Contact Information

Evan Davis  
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## Contact your COMTSS Specialist for:

- Budget approval (written or verbal)
- Allowable spend down questions
- Spend-down balance
- Guidance on spending funds

## Contact Evan Davis for:

- Budget template issues
- Award Grant Award Letters (GAL)
- Reimbursement requests

## Fiscal reminders:

- Please keep the template in Excel format and do not convert it to a Google Sheet. Converting to Google Sheets can disable formulas.
- Formsite must be used when requesting award reimbursements. Evan can provide access and answer any questions about this process. Access Formsite at: <https://www.cde.state.co.us/cdefisgrant/requestforfundforms>
- When submitting a request for reimbursement on Formsite, grantees need to select the link corresponding to "All Competitive Grants."