



COLORADO DEPARTMENT OF EDUCATION

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Robert K. Hammond
Commissioner of Education

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Deputy Commissioner

August 24, 2012

NCLB Budget and Fiscal Contacts:

This correspondence is to inform you of a new process within the Office of Grants Fiscal Management regarding the NCLB Final Expenditure (EOY) report.

Due to timing differences between the submissions of the Automated Data Exchange (ADE) and EOY reports, variances between these two submissions often occur. However reconciliations between the two submissions did not always take place creating discrepancies in carryover amounts for both budgeting and actual reporting.

For Fiscal Year 2010-2011 EOY, CDE implemented a new reconciliation process of comparing the audited ADE reported expenditures to the corresponding Final Expenditure Report. As a result, the new FY 2011-2012 Final Expenditure Report template will display the reconciled carryover balances for each entity by grant.

For FY 2011-2012 a single reporting template is available to download from the Grants Fiscal Section of the CDE [website](#). Districts and BOCES will have access to the template on August 27, 2012. In addition to the carryover amount, the Excel template will be pre-populated with the districts final approved budget amounts for FY 11-12. Districts should complete the EOY report using the most accurate financial data possible. We understand that this is preliminary unaudited financial data that may be modified or corrected during the audit process. The reconciliation process will be conducted by CDE after the district submits a complete ADE submission.

Reconciling the differences between the Automated Data Exchange (ADE) and EOY submissions will aid in accurate carryover amounts, mitigate budgetary discrepancies, and help provide follow-up technical assistance. In addition, the Final Expenditure Report will be a useful tool for district financial personnel during any potential monitoring visits since it provides a concise, verifiable summary of NCLB expenditures.

ACTION REQUIRED: The EOY report should be downloaded, completed, and returned to CDE no later than September 30, 2012.

We are excited about the new, efficient, and beneficial process it will bring to all parties and we look forward to collaborating with districts to aid in identifying strategies to support a more efficient data collection process.

Thank you for your partnership in this process. Please do not hesitate to call me with any questions.

Thank you,

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