



# Grants Management Policy



Policy Name	<b>Title Maintenance of Effort (MOE) Requirements</b>		
Policy #	<b>GP1.2</b>	Policy Section	<b>Processing</b>
Date Approved	<b>2/26/19</b>	Approved By	<i>Sarah Hendrix</i> Deputy Associate Superintendent, Grants Management
Date Updated	<b>N/A</b>		

## Audience

This policy pertains to Local Education Agencies.

## Purpose

The purpose of this policy is to clarify the Local Education Agency (LEA) responsibilities for the Title Maintenance of Effort (MOE) requirement processed through the Grants Management Processing Unit.

## Overview

The MOE requirement obligates an LEA receiving Title funds to spend within ninety percent (90%) of the amount of State funds on a year to year basis.

## Policy

MOE will be determined annually based on information provided by the LEA to the Arizona Education Data Standards (AzEDS) system and the Annual Financial Report (AFR) from the two most recent years.

Essentially, an LEA must maintain within ninety percent (90%) of the amount of State funds it spends from year to year. This is determined by the following criteria:

1. Per pupil expenditures are at least ninety percent (90%) when compared to the two most recent years.
2. Overall pupil expenditures are at least ninety percent (90%) when compared to the two most recent years.

If MOE requirement is not met the LEA will receive written notification. However, the LEA will be given a passing status once every consecutive five (5) years. If the LEA does not pass MOE for a second time within five consecutive years, written notification will be provided, and the LEA will receive an allocation deduction, during the next fiscal year, which will be applied to all Title grant funds. The allocation deduction will be the amount spent over ninety percent (90%) for either the per pupil or overall pupil expenditure, whichever is less, minus ten percent (10%).

The LEA may submit a waiver to the Arizona Department of Education within thirty (30) calendar days of receiving written notification that the MOE requirement was not met. Situations that would allow for a



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waiver to be granted include exceptional or uncontrolled circumstances such as a natural disaster or change to the LEA organizational structure. ADE will submit the request for waiver to the Department of Education (DOE). DOE will notify ADE of a determination and ADE will notify the LEA.