



# Monthly Review

December 2019/January 2020

## December

### Reminder:

- **Funding Application (FA) Revisions:** FA Revisions have been initiated by ADE for those LEAs that have a reallocation process affecting them. Finalize your revisions and submit to ADE for review.
- **Reimbursement Requests (RR):** RRs for FY20 projects that have the original funding application SEA Director Approved are available and should be submitted regularly.

### Important Due Dates:

- **Completion Reports (CR):** CRs for FY19 projects that ended 9/30/2019 are due on **12/30/2019**.
- **Single Audit (SA):** The FY19 Single Audit Qualifier Questionnaire is due **12/31/2019**. To access the Single Audit Monitoring Instrument, the GME user role *LEA Single Audit Update* is required. For more information, click [here](#).

### Special Announcement:

- **Internet Explorer usage:** Please be aware that GME (and other applications) are not fully functional when viewed in Internet Explorer browser. Using Chrome or Edge when working in GME is best practice.

## January

### Reminder:

- **Indirect Cost:** The ability to request Indirect Cost in GME for FY21 begins on **1/2/2020**.
- **Self Assessment:** Self Assessment for FY21 is available in GME on **1/2/2020** and is due **5/15/2020**.
- **General Statement of Assurances (GSA):** GSA for FY21 is available in GME on **1/2/2020** and is due **5/15/2020**.
- **Reimbursement Requests (RR):** RRs for FY20 projects that have the original funding application SEA Director Approved are available and should be submitted regularly.

Training is held regularly. Please see the GME Home page for dates and other training information. For direct assistance, please contact Grants Management at (602) 542-3901 or via email at [grants@azed.gov](mailto:grants@azed.gov).