



Monthly Review

October/November 2020

Special Announcement

Emails sent to grants@azed.gov no longer create service requests, but receive a reply redirecting users to our new **Help Desk** (<https://helpdeskexternal.azed.gov>). For more information, click [here](#).

October

Important Due Dates:

- **Food Service Annual Financial Reports (AFRs):** Deadline for Food Service AFRs for Districts and Charters is **10/15/2020**. For all other entities (daycares, other state agencies), Food Service AFRs are due **10/1/2020**.

Reminder:

- **Completion Reports (CRs):** CRs open on **10/1/2020** for grants ending 9/30/2020. Submit no later than 12/30/2020.
- **Reimbursement Requests (RRs):** RRs for **FY21 grants** that have received *SEA Director Approval* are available and should be submitted regularly. RRs for **FY20 grants** with a future project end date are available until the project end date.
- **GME User Roles and User Access:** This is a reminder that if you are an *LEA User Access Administrator*, you need to regularly review GME user access and user roles provided within your organization. For more information, click [here](#).

November

Reminder:

- **Funding Application Revisions (FA Revisions):** **FA revisions** have been initiated by ADE for those LEAs with funding applications that have a reallocation process affecting them. Additionally, check your approved FAs for revisions that might be needed. Finalize your revisions and submit to ADE for review.

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 [Help Desk](#).