

May

Reminders:

- **Indirect Cost (IDC):** The ability to request Indirect Cost in GME for FY23 is open. Submit your IDC request by 6/1/2022 to receive the FY23 rate by 7/1/2022.
- **Single Audit Reporting Package (SARP):** All entities meeting the established expenditure threshold are required to submit an SARP in GME. The deadline is **within 30 days of obtaining it** from your independent audit firm or **within 9 months of your fiscal year end**, whichever comes first. For more information, click [here](#).
 - **Important Single Audit Update** – Per the Arizona Auditor General: "FY 2021 audits, the Federal Office of Management and Budget (OMB) extended the single audit due date by 6 months to September 30, 2022. OMB advised entities using that extension to document the reason for any delayed audit filing. We encourage districts to work with their auditors to complete their FY 2021 audits as soon as possible to provide stakeholders relevant and timely financial information." For more information click [here](#).
- **Evening Office Hours** with Grants Management will be available on **5/18/2022 from 4-6 pm**. Please look for the link in EMS to register. Our staff will be standing by to provide support and walk you through submission of Reimbursement Requests for any grants that have at least obtained Director Approval. Attendees should be those with access and authority to submit Reimbursement Requests on behalf of your organization.

Important Due Dates:

- **FY23 Funding Applications (FAs):** The majority of FY23 FAs are **due 5/1/2022** unless your Program Area provides additional information.
- The ADE no longer has the authority to approve pre-award costs per the US Department of Education CFR200.458. For guidance on obtaining substantial approval, please click [here](#).

June

Reminders:

- The fiscal year end is fast approaching, please draw down your funds on a regular basis. In preparation of the close of fiscal year 2022, all reimbursements must be approvable and submitted by 4:00 p.m. on **June 24, 2022**.

Important Due Dates:

- For **reverting state grants**, approval of the FY 2022 completion report will not generate a final payment, and carryover is not allowed, therefore if you are needing to request reimbursement for this type of grant, your approvable reimbursement must be received by 4:00 p.m. on **June 24, 2022**.
- **FY 2022 grants** with a project end date after June 30, reimbursement requests will re-open on **July 1, 2022**.
- **Approved FY 2023 grants** can begin to draw down funding effective **July 1, 2022**.
- Reimbursement requests of:
 - 20% or greater of the total allocation require a justification comment in the History Log along with expenditure documentation uploaded to the Related Documents section of your reimbursement request.
 - Advances can be made to cover expenses between reimbursement request cut off in GME and Project End Date. Justification must be posted in the Request Page and Documentation posted in the Related Documents in GME.
- **Training** for reimbursement requests (and other GME-related topics) is held regularly. Please see the [GME Home page](#) for dates and other training information. You can also find a list of trainings and registration information [here](#).

For direct assistance, please contact Grants Management at (602) 542-3901 or via [Help Desk](#).