

Carryover Funds 2017 - 2018

Tuesday, August 8, 2017



Agenda

- Requirements
- Allowability
- Expanded Use of Carryover Funds
- Spend Down of Carryover Funds
- Invoice Submission
- Questions and Answers

Requirements

- Carryover funds are restricted to the original intent and purpose of the funding.
- Grantees must obtain prior approval from the Maryland State Department of Education (MSDE) if carryover purchase is outside of original grant application and/or approved 2016-2017 Continuation Report.
- **Carryover Report Due 10/12/17**

Allowability

- To be allowable under the 21st CCLC program, costs must meet the following general criteria:
 - Be necessary and reasonable for the proper and efficient performance and administration of the 21st CCLC program
 - Be allocable to the 21st CCLC program
 - Be authorized or not prohibited under state or local laws or regulations
 - Be consistent with uniform policies of other Federal and non-Federal activities

Expanded use of funding

- Remedial education activities and academic enrichment learning programs, including providing additional assistance to students to allow the students to improve their academic achievement;
- Mathematics and science education activities;
- Arts and music education activities;
- Entrepreneurial education programs;
- Tutoring services (including those provided by senior citizen volunteers) and mentoring programs;
- Programs that provide after-school activities for limited English proficient students that emphasize language skills and academic achievement;

Expanded use of funding (cont'd)

- Drug and violence prevention programs, counseling programs, and character education programs.
- Telecommunications and technology education programs;
- Expanded library service hours;
- Programs that promote parental involvement and family literacy;
- Programs that provide assistance to students who have been truant, suspended, or expelled, to allow the students to improve their academic achievement; and
- Recreational activities;

Additional Uses of Carryover Funds

- ❑ Supplies
- ❑ Professional development (e.g. conference registration)
- ❑ Transportation
- ❑ Equipment (submit Exhibit A)
- ❑ Additional activities for students (i.e., field trips require field trip approval form)
- ❑ Indirect costs (no more than 5% for CBO/FBO; LSS must use negotiated rate)
- ❑ Background checks
- ❑ Service Learning Projects

Spend Down of Carryover Funds

- It is highly recommended that Carryover Funding is spent prior to Continuation Funding for 2017-2018.

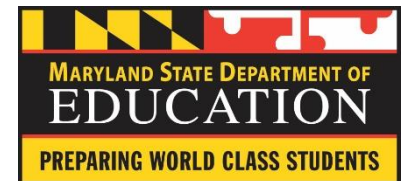
Invoice Submission

- Send Reimbursable Invoice with Supporting Documentation to 21stcclc.youthdev@maryland.gov . Carryover invoices **must** be sent in a separate email from continuation grant invoices. Be sure to include your grantee name, grant number and type of grant in the subject line. For example:

- **ABC Afterschool, 456789, Carryover**

- Make sure the correct grant number is utilized on the Reimbursable Invoice so it is paid from the correct funding source and indicate the type of grant it is. Due dates for carry invoice(s) is:

- **Carryover funds 5th of each month**



Next Steps

- Submit a signed C-1-25, budget narrative, and itemized budget worksheet for the requested carryover amount.
- Submit an ***electronic copy*** to 21stcclc.youthdev@maryland.gov. Include your grantee name and specialist's name in the subject line.
- **Carryover Report Due 10/12/17**

Questions & Answers

