

Edmore School District Policies

REQUIRED

Descriptor Code: HBAA

FEDERAL FISCAL COMPLIANCE

The **Edmore School Board** shall appoint one individual annually to serve as the authorized representative for the Title I program in accordance with state Title I requirements. This individual shall have official signature authority over the Title I program and the district's Title I funds shall serve as the district's main contact for the State Title I office, unless the district specifies otherwise, shall receive Title I updates and mailings.

The **Edmore** Board approves the authorization of the **Superintendent** as the authorized representative for the following federal programs: Title I, Title II Part A, Title III, Title IV Part A, REAP RLIS funds, Comprehensive School Reform, Reading First, Federal Vocation Program and other competitive federal funds and grants. The Principal will serve as the authorized representative for the School Food Service.

Annually, the Board shall review and approve the consolidated application for Title I, Title II Part A, Title III, Title IV Part A, and REAP RLIS funds. Upon approval, the Board shall grant permission to the authorized representative to submit the application. The Board shall also review and approve all competitive grant applications prior to their submission.

The Business shall track all Title expenditures and assure that the District follows all budgetary requirements under Title.

The Business Manager shall ensure that the budgetary requirements have been appropriately documented, submit all Title program reports to the State Title office, as required, and ensure that the district's Title programs comply with the federal Maintenance of Effort regulation.

[The Business Manager shall also ensure that all other federal funds, such as those received through grants, are expended as intended in the grant application or budget revision and will verify that the budgetary information for these federally funded programs matches the budgetary information on file with the state.]

The Business Manager shall track all items purchased with Title funds. These items will be labeled as purchased with Title funds. The District shall maintain a formal equipment inventory description list for all items purchased with Title funds that are valued at \$750 or more and all computers purchased with these funds.

All employees paid with federal funds shall document the time and effort they expend towards federal programs in accordance with federal law.

(Complementing NDSBA Templates (may contain items not adopted by the Board))

- HBAA-E, Title I Fiscal & Inventory Requirements

End of Edmore Policy HBAA.....Adopted: 11/13/2012, Revised, 12.10.2019

