

## Administrative Memo

**Date:** November 3, 2015  
**To:** Subgrantees/Recipients of Department Administered Federal Programs  
(includes school districts, charter schools, institutions of higher education,  
and community-based organizations)  
**From:** Ron Lankford, Deputy Commissioner  
**Subject:** FAS-15-008 - Save the Date: Uniform Grant Guidance Implementation Training

Mark your calendars for the **2015-2016 Uniform Grant Guidance (UGG) Implementation (formerly referred to as the OMNI)** which will be held on the following dates and locations:

Tuesday, March 15, 2016	-	Springfield area
Wednesday, March 16, 2016	-	Kansas City area
Tuesday, March 22, 2016	-	Cape Girardeau area
Wednesday, March 23, 2016	-	St. Louis area

The trainings, hosted by the Department of Elementary and Secondary Education (DESE), will be held each day from 9:00 a.m. to 4:00 p.m. At this time, some of the exact locations have not been finalized.

Last year's Federal Grants Management Workshops included detailed information on the federal fiscal requirements in the UGG. The goal of this year's training is to provide technical assistance and offer LEAs an opportunity to discuss any issues they may have encountered when working to implement changes required by the guidance. Participants are encouraged to ask questions and take advantage of DESE staff that will be available to discuss specific examples and situations.

The Department will present on the UGG in the morning. Roundtable discussions on specific UGG topics will run concurrently in the afternoon. In addition, fiscal staff from the Division of Financial and Administrative Services within DESE, will provide specific program area discussions at the end of the day.

There will be no registration fee associated with these trainings. Information regarding the registration process will be sent out at a later date.