

Administrative Memo

Date: January 11, 2016
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-16-001, Uniform Grant Guidance Implementation Training

The Division of Financial and Administrative Services, within the Department of Elementary and Secondary Education (Department), will provide Uniform Grant Guidance (UGG) Implementation Training on the following dates and locations (9:00 a.m. – 4:00 p.m.):

Tuesday, March 15, 2016	2353 South Campbell, Springfield, MO 65807
Wednesday, March 16, 2016	201 North Forest, Independence, MO 64055
Tuesday, March 22, 2016	1080 S. Silver Springs Road, Cape Girardeau, MO 63703
Wednesday, March 23, 2016	600 First Executive Avenue, St. Peters, MO 63376

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 Department 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 the Department will provide specific program area discussion at the end of the day.

There will be no registration fee associated with these trainings. The conference brochure and registration forms are available at: <https://dese.mo.gov/financial-admin-services/2016-uniform-grant-guidance-implementation-training>. **The registration deadline is February 29, 2016.**

We will be providing electronic versions of all PowerPoint presentations through our website listed above prior to the conference. In addition, hard copies will be provided to each registrant at the workshop.