

Administrative Memo

Date: September 11, 2019
To: School Administrators, Federal Program Coordinators, and Finance Administrators
From: Roger Dorson, deputy commissioner, Financial and Administrative Services
Subject: FAS-19-002 – General Federal Guidance Webpage Updates

The Division of Financial and Administrative Services has updated the General Federal Guidance to include changes effective September 2019. This cross-cutting guidance document references the Code of Federal Regulations (CFR), Uniform Grant Guidance (UGG), and the Education Department General Administrative Regulations (EDGAR) and is available at <http://dese.mo.gov/financial-admin-services/general-federal-guidance>. Following are some of the changes:

1. Annual Risk Assessment – page 8. Specific Conditions imposed on grantees, Withholding Authority to temporarily withhold cash payments pending correction of a deficiency, and Requirements of More Detailed Financial Reports.
2. Time and effort procedures – *written procedure required beginning July 1, 2019.*

The requirements under the UGG, including the required policies and procedures identified within the General Federal Guidance and listed on page 34 of guidance, will be part of the Tiered Monitoring in 2019-20.

For additional information, please contact the appropriate section as indicated below:

- Afterschool Programs (21st CCLC/SAC), 573-522-2627, ex1@dese.mo.gov
- Adult Education and Literacy, 573-526-4823, ael@mo.gov
- Career and Technical Education Finance, 573-751-0449, andy.martin@dese.mo.gov
- Elementary and Secondary Education Act (ESEA/ESSA), 573-751-8643, federalfinancial@dese.mo.gov
- Special Education Finance, 573-751-0622, spedfunding@dese.mo.gov
- Chief Operating Officer, 573-751-8292, shari.lepage@dese.mo.gov