

Email message sent on May 10, 2016 to MPP Authorized Representative and Contact
Subject: MPP FY16 Start Up Funds End of the Year Reminder

This message is being sent on behalf of Lana Brooks, Director, DESE-Early Learning.

As we approach the end of the Fiscal Year, the Early Learning Section would like to provide a few reminders for the MPP FY16 Start Up Funds. Please review the following deadlines:

- Programs that have not submitted their Start Up budget in ePeGs must contact their Early Learning Supervisor immediately.
- All amendments must be submitted in ePeGs for approval no later than June 1, 2016. Remember to provide your Early Learning Supervisor with an updated itemized list that reflects the changes being made.
- All Final Expenditure Reports (FER's) must be submitted in ePeGs no later than June 15, 2016. Report all expenditures for the award period including those made through June 30, 2016. This will be the final payment for Start Up Funds.
- All programs should be licensed by June 15, 2016. Refer to the 2016-17 MPP Administrative Manual, Section 2.1.2 for additional clarification.

This is an aggressive timeline for programs receiving these Start Up Funds. We appreciate your close attention to these important deadlines. Thank you for working so diligently to provide Missouri families with access to quality preschool services.