

MEMO

TO: ALL WORKSHOP MANAGERS
FROM: Fulvio Franzi, Director, DESE-EESW
DATE: May 6, 2015
RE: June State Aid Request

The June state aid request (for May data) will be due by 2:00 pm on Wednesday June 3rd.

Please submit your request as you normally would; with complete, accurate data for the month of May. Once all requests are submitted, our office will divide the total amount of state aid requests by the total budget amount to determine the exact percentage that each workshop will receive. We will not know the exact percentage until after all June requests are submitted and approved (although we estimate it'll be around 75%). Once we have the calculations, another memo will be sent out letting you know the exact amount of the shortfall as well as the percentage of your request that you will receive.

Please do not make any corrections from previous months, or deductions to your submittal. Submit only complete and accurate May data.

IMPORTANT:

The July submittal (for June data) will begin the new fiscal year and therefore will resume with full state aid payments. The July state aid request will be due by 2:00 pm on MONDAY JULY 6th (the state is recognizing Friday July 3rd as the Independence Day holiday this year).