

Florida Department of Education

**Amendment #1 to Local Education Agency (LEA) Race to the Top Budgets
Frequently Asked Questions and Answers**

Content of Request/Amendment

1. What changes should the Request and subsequent Amendment #1 to the RTTT Budget include?

The Request and subsequent Amendment should reflect any revisions that are necessary to reconcile actual expenditures with the budgeted amounts for Year 1, Quarters 2 and 3 and should include all of the following:

- shifts in budgeted amounts from Year 1, Quarters 2 and 3 to subsequent quarters that are needed because activities/purchases did not occur during these time periods
- shifts in budgeted amounts for any year to subsequent quarters/years to align with revised timelines for these activities/purchases
- shifts in budgeted amounts for individual MOU Criterion to other Criterion to align with revised activities and deliverables in a revised Scope of Work
- changes in activities, descriptions, function or object codes, job codes or FTE for any year to reflect revised timelines for these activities/purchases.

Please note that it may not be possible to completely reconcile all expenditures for Quarter 3 before the end of the quarter. LEAs will have another opportunity during Quarter 4 to complete any necessary reconciliation.

2. In the scenario below, the actual expenditures were less than the budgeted amount. Should this be addressed in Amendment #1?

Year 1, Qtrs. 2 & 3 Budgeted Amount	Year 1, Qtrs. 2 & 3 Funds Available via CARDS	Year 1, Qtrs. 2 & 3 Funds Requested via CARDS	Year 1, Qtrs. 2 & 3 Expenditures	Difference (Budget – Expenditures)	Year 1, Qtrs. 2 & 3 Amount Shifted to Subsequent Year(s)/ Quarter(s)
\$614,276.98	\$614,276.98	\$580,000.00	\$600,000.00	\$14,276.98	\$14,276.98

Yes. Amendment #1 should reflect the changes necessary to reconcile actual expenditures with the budgeted amounts for Quarters 2 and 3. Additionally, since the cash advance was less than the expenditures, the amendment would need to include any unrequested cash.

3. What will be the effective date of Amendment #1?

The effective date of Amendment #1 will be the date the Request was received by the Department via the Online Grants System.

ARRA Reporting

- 4. If an LEA has some expenditures for Year 1, Quarters 2 or 3 in its General Fund that need to be charged to the RTTT grant and is unable to move these expenditures prior to the end of the current quarter, should these expenditures be reported during the third or fourth quarter?**

Given the above, these expenditures could be reported during the subsequent quarter ARRA reporting period as ARRA expenditures are reported on a cumulative basis. However, please note that the Department is working to ensure that all amendments are approved prior to the end of the current quarter.