

November 23, 2010

The purpose of this e-mail is to provide guidance to school districts and non-profit charter schools on how to account for their portion of the almost \$207 million of Education Jobs monies Arizona will receive.

The Education Jobs payments will be made by the Arizona Department of Education (ADE) through the Grants Management Enterprise system and should be labeled "ARRA Education Jobs Fund." Districts and non-profit charter schools should have already received notification from ADE regarding budgeting for and requesting payment of these monies.

These monies will have a separate CFDA number and will need to be tracked separately within each district's/charter's accounting system in order for districts/charters and the State to be able to fulfill the federal reporting requirements associated with these monies.

- Districts should set up a separate fund within the Other Federal Projects 300-399 fund range for the monies that they will be receiving.
- Charters should set up a separate project within the Other Federal Projects 1310-1399 range for the monies that they will be receiving.

Districts/charters should refer to the Governor's Office of Economic Recovery Web site at <http://www.azrecovery.gov/agencies-governor-EDUJobs.html> for information on the allowable uses of and restrictions on the Education Jobs monies.

General questions on funding and grant reporting requirements should be directed to Sarah Heikkila in ADE Grants Management at 542-3470. If you have any questions on coding revenues or expenditures for these monies, please contact the Accounting Services Division of the Office of the Auditor General at (602) 553-0333, or e-mail us at [asd@azauditor.gov](mailto:asd@azauditor.gov).

If you no longer wish to receive school district or charter school e-mails from the Office of the Auditor General, please reply so we may remove you from our distribution list.