

Fiscal Bi-Monthly Webinar

Betty Jo Schafer & Mary Voorhies
January 17, 2019



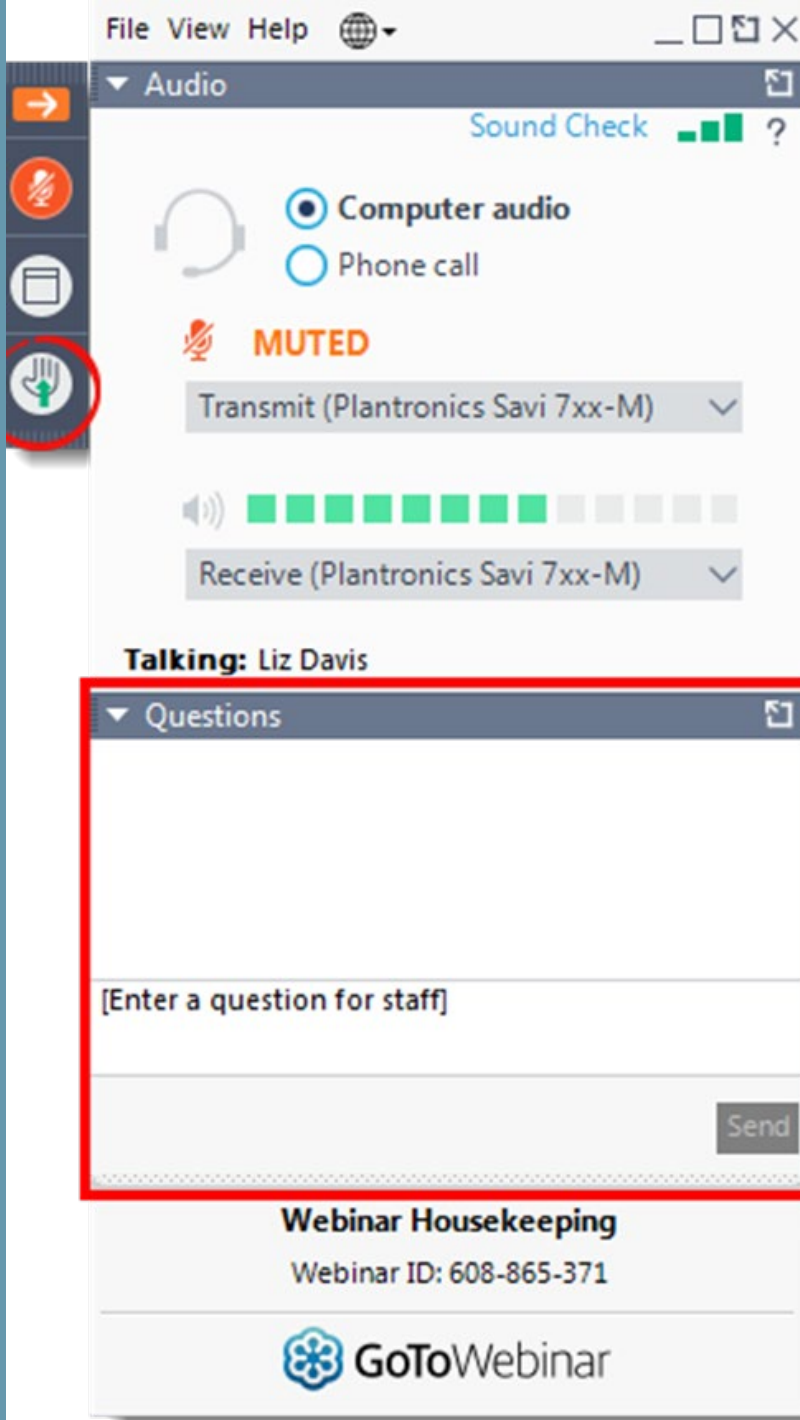
Agenda

- Reminder on how to submit questions during the call
- NSCHC Surge Grant
- IPERIA 2019
- OnCorps PER Reminders
- De-obligation and Mid-year FFR
- Desk-based Fiscal Monitoring Overview
- AmeriCorps*Texas Symposium
- Dates and Deadlines Summary



Submitting Questions

- Question Box
 - Ask at any time
 - Answered during specific times
- Raise hand
 - Unmuted to ask questions live
 - Ask only during specific times



The screenshot shows the GoToWebinar interface. At the top, there are menu options: File, View, Help, and a globe icon. Below this is the 'Audio' section, which includes a 'Sound Check' indicator with three green bars and a question mark. There are two radio buttons: 'Computer audio' (selected) and 'Phone call'. A microphone icon is shown with the word 'MUTED' in orange. Below this is a dropdown menu for 'Transmit (Plantronics Savi 7xx-M)'. A volume slider is visible, and another dropdown menu for 'Receive (Plantronics Savi 7xx-M)'. Below the audio controls, it says 'Talking: Liz Davis'. A red box highlights the 'Questions' section, which has a dropdown arrow and a question mark icon. Below the 'Questions' header is a large empty text area for entering a question, followed by a smaller text area containing the placeholder '[Enter a question for staff]'. A 'Send' button is located at the bottom right of the question box. At the bottom of the interface, it says 'Webinar Housekeeping' with 'Webinar ID: 608-865-371' and the GoToWebinar logo.



NSCHC Surge Augmentation Grant

- \$57.15 per covered individual has been made available by CNCS
- Surge Grant may *only* be used to cover costs for rechecking covered individuals through Truescreen and Fieldprint
- This is a separate grant, programs will be reimbursed through an invoicing system, not PERs in OnCorps

| Legal Applicant Name | Total number of staff members in covered positions | Total number of AmeriCorps member slots | Total Covered Individuals | Per Individual Amount | TOTAL AMOUNT |
|---------------------------------------|----------------------------------------------------|-----------------------------------------|---------------------------|-----------------------|--------------|
| Amarillo Independent School District | 8 | 55 | 63 | \$ 57.15 | \$ 3,600.45 |
| American YouthWorks | 11 | 16 | 27 | \$ 57.15 | \$ 1,543.05 |
| Breakthrough | 26 | 14 | 40 | \$ 57.15 | \$ 2,286.00 |
| CIS of Central Texas | 56 | 90 | 146 | \$ 57.15 | \$ 8,343.90 |
| City Year, Inc. - Dallas | 10 | 80 | 90 | \$ 57.15 | \$ 5,143.50 |
| City Year, Inc. - San Antonio | 10 | 105 | 115 | \$ 57.15 | \$ 6,572.25 |
| CitySquare | 7 | 141 | 148 | \$ 57.15 | \$ 8,458.20 |
| College Forward | 18 | 119 | 137 | \$ 57.15 | \$ 7,829.55 |
| Communities in Schools of North Texa: | 5 | 39 | 44 | \$ 57.15 | \$ 2,514.60 |
| Communities In Schools-HOT | 16 | 42 | 58 | \$ 57.15 | \$ 3,314.70 |
| Equal Heart | 6 | 16 | 22 | \$ 57.15 | \$ 1,257.30 |
| Front Steps | 2 | 35 | 37 | \$ 57.15 | \$ 2,114.55 |
| Girl Scouts of North East Texas | 29 | 22 | 51 | \$ 57.15 | \$ 2,914.65 |



Steps for Reimbursement

- **Step 1:** Complete Exemption Period Confirmation Workbook
- **Step 2:** Compare calculated costs from Workbook to financial records, list total costs on Invoice Template
- **Step 3:** Submit Workbook and Invoice to your Program and Grants Officers once all checks have been completed and **no later than March 31, 2019**. Once Workbook and Invoice have been reviewed and approved, OneStar will cut a check up to CHC Surge Allocated amount for your program.



Requested Amount Different Than Allocation

Requested Amount is Less Than Allocated

- Any remaining funds will be considered deobligated
- It is important to only submit one invoice and include all costs on that invoice

Requested Amount is More Than Allocated

- Once reimbursement all reimbursement requests have been received and processed, OneStar will issue remaining deobligated funds to programs with higher costs.
- If the Surge Grant is not sufficient to cover the full request, your Grants Officer will instruct you on reporting remaining costs on your PER.



IPERIA 2019

- We've been selected
- Steps
- Purpose



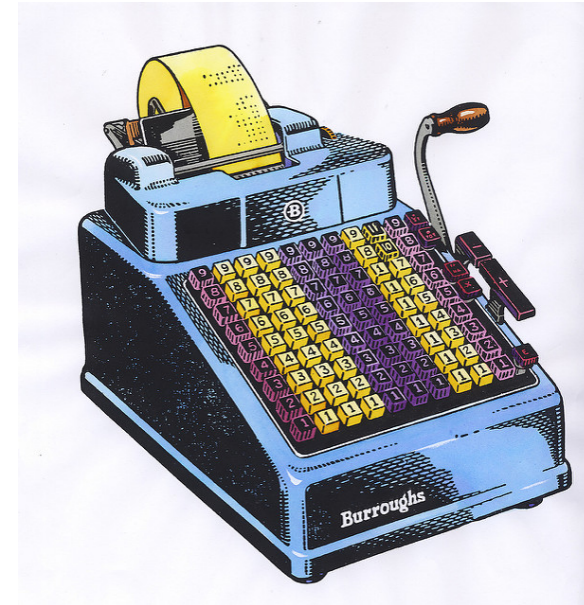
OnCorps PER Reminders

- Type the date range in to the Program Director Comments box
- Unique log in accounts
- Leave the PER number blank
- Do not use the in-kind column
- PERs are due within 30 calendar days of PER's end date



De-Obligation and Mid-Year AFR

- Budget Reallocation Requests
 - Please submit these by Thursday, March 14
 - Link:
 - https://docs.google.com/forms/d/e/1FAIpQLScSoxPO36KhkVYj_Y3c96Wds4H7xk8Cx902Zyo7LbEmBtRggw/viewform
 - Sample Budget Reallocation Request Form
 - <http://onestarfoundation.org/wp-content/uploads/2014/10/BLAR-sample.pdf>
- De-Obligation
 - Due in OnCorps Reports by Thursday, April 12
- Mid-Year AFR
 - Due in Form Assembly by Thursday, April 12



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Desk-Based Fiscal Monitoring Overview

- Cost Reimbursement Grants Only
- Initiated by the end of the 3rd quarter
- Process
 - PER Selection
 - PER Recon Tool/GL
 - Line Item Selection
 - Source Documentation
 - Report Issued
 - Report Response/Clarifications
 - Report Resolved



AmeriCorps*Texas Symposium

- Symposium:
 - February 26th-27th
- Financial Management Intensive:
 - February 28th
- Venue:
 - **Commons Conference Center** | J.J. Pickle Research Campus at The University of Texas at Austin
- Event Landing Page (Registration):
<http://onestarfoundation.org/ameriCorpstexas/events/symposium-2019/>
- Register by February 15th, room block by February 5th



Dates and Deadlines Summary

- AmeriCorps Texas Symposium
 - Tuesday, February 26 – Wednesday, February 27
 - Post Conference Thursday, February 28
- Reallocation Requests
 - Due Thursday, March 14
- March Fiscal Webinar
 - Thursday, March 14
- De-Obligation and Mid-Year AFR
 - Due Thursday, April 11



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