

Rose Petals County Scenario

399 End of Year Report for the 2022 School Year Title II showed “Undisbursed Balance (remaining balance) of 220,290.33.

399 End of Year Report for the 2023 School Year Title II showed Expenditures of \$266,147.36.

DOE 200 for 2024 School Year Title II showed Allocation of 525,682.00.

Local budget reports showed expenditures July-September 2024 of \$266,147.36 and encumbrances of \$325,000.

Questions:


1. What figures on the Roll Forward Letter, if any, would you seek clarification on?
2. Did Rose Petals County receive an increase or decrease during the 2024 school year? By what amount? How can you tell?
3. What amount of Title II funds is Rose Petals County confirmed to receive in 2024 from the 2023 school year? What figures on the Roll Forward Letter, if any, would you seek clarification on?
4. What is the title II Final Allocation for Rose Petals County:



Ben Gibson, *Chair*
Ryan Petty, *Vice Chair*
Members
Monesia Brown
Esther Byrd
Grazie Pozo Christie
Kelly Garcia
MaryLynn Magar

MEMORANDUM

TO: Thorn Gloves
Rose Petals County School Board

FROM: Matt Kirkland 

DATE: January 29, 2024

SUBJECT: Title II, Fiscal Year 2024 Roll Forward

FOR YOUR INFORMATION, below are the 2023 roll forward and 2024 project funds for Title II.

2022 Roll Forward	120,290.33
2023 Allocation	320,648.00
2023 Total Funds Available	463,136.33
2023 Expenditures (DOE399)	-266,147.36
Approved 2023 Roll Forward	196,988.97
2024 Allocation	425,682.00
Allocation Adjustment	40,869.02
Total Funds Available for 2024	663,539.99
Current Year Project 2024: 220-2244C-2CT01	

If the total Fiscal Year 2024 funds available (above) is equal to or less than the project amount in the 2024 project award notification, then by receipt of this letter the authority to encumber and/or expend up to the total Fiscal Year 2024 funds available is now effective. (The project amount cannot exceed the total Fiscal Year 2024 funds available.)

If the total Fiscal Year 2024 funds available are greater than the project amount in the 2024 project award notification and you wish to utilize those additional funds, a budget amendment must be requested to increase the project to the total Fiscal Year 2024 funds available. Budget amendments are requested using form DOE-150. The amount of the total Fiscal Year 2024 funds available that exceeds the project amount in the 2024 project award notification may not be encumbered or expended prior to the approval of a budget amendment and receipt of a revised 2024 project award notification.

If there are any questions regarding this roll forward, please contact Dwayne Gordon at 850-245-0851.

Suzanne Pridgeon
Deputy Commissioner, Finance and Operations

(A) District/Agency Name Rose Petals
 (B) Program Name Title II
 (C) Effective Approval Date 7/1/2021
 (D) Termination Date 6/30/2022
 (E) Total Project Dollars 463,135.36

**FLORIDA DEPARTMENT OF EDUCATION
PROJECT DISBURSEMENT REPORT**

Interim Report Final Report

(F) Agency Number _____
 (G) Grant Number _____
 (H) Project Code _____
 (I) Agency Reference # _____
 (J) Contact Person _____ Phone (____) _____

(1) Function Code	(2) Object Code	(3) Description of Disbursement	(4) Budget Amount	(5) Total Disbursements As of / /	(6) Undisbursed Balance	(7) Current Disbursements
6400	100	Salaries	237,500.00	137,000.00	100,500.00	
6400	200	Benefits	71,250.00	41,100.00	30,150.00	
6400	300	Purchased Services	65,000.00	45,000.00	20,000.00	
6400	500	Materials & Supplies	25,000.00	5,000.00	20,000.00	
6400	600	Capital Outlay	45,000.00	25,000.00	20,000.00	
6400	330	Travel	10,000.00	15,000.00	(5,000.00)	
6400	394	Charter Schools	40,000.00	40,000.00	0.00	
7200	792	Indirect Costs	23,025.00	14,286.00	8,739.00	
		383750				
		0.06				
ALL PROGRAMS	(8)	COLUMN TOTALS (Complete on last page only)	516,775.00	322,386.00	194,389.00	
FEDERAL PROGRAMS ONLY	(9)	FEDERAL PROGRAM INCOME				
COMPLETE LINES (9) & (10)	(10)	TOTAL FEDERAL FUNDS				
	(11)	PROGRAM INCOME FOOTNOTE				

(12) CERTIFICATION: (Complete on last page only)

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the project award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. I

DOE 399

Report Number _____ Certified Correct _____ Date ____/____/____
 Page ____ of ____ Finance Officer or Authorized Representative

DOE	Audited by: _____
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DOE Page 1 of 2
PROJECT DISBURSEMENT REPORT
INSTRUCTIONS

DISBURSEMENT REPORT

Complete Items (A) through (J). Mark (X), in the box provided below the title, to indicate that this is an interim or a final report (a final report is that report which closes out the project).
 Submit an original and one copy by the due date specified on the DOE200 to: Comptroller's Office, Florida Department of Education, 325 West Gaines, Room 944
 Tallahassee, Florida 32399-0400, (850) 245-0401, Suncom 205-0401.
 Do not submit monthly disbursement reports unless instructed to do so by the Comptroller's Office or the state grant program.

COLUMNS

(1) **SCHOOL DISTRICTS ONLY:**
FUNCTION Use the four digit function codes as required in the Financial and Program Cost Accounting and Reporting for Florida Schools Manual.

(2) **SCHOOL DISTRICTS:**
OBJECT Use the three digit object codes as required in the Financial and Program Cost Accounting and Reporting for Florida Schools Manual.

COMMUNITY COLLEGES:
 Use the five digit object codes as required in the Accounting Manual for Florida's Public Community Colleges.

UNIVERSITIES AND STATE AGENCIES:
 Use the six digit object codes as required in the Florida Accounting Information Resource Manual.

OTHER AGENCIES:
 Use the object codes as required in the agency's expenditure chart of accounts.

(3) **ALL APPLICANTS:**
DESCRIPTION Provide a specific description of the type of expenditures.

(4) **AMOUNT** For each function and object code indicate the the budget amount requested.

(5) Complete by reporting total project disbursements as of the date indicated at the top of the column.

(6) Complete by subtracting Column (5) from Column (4).

(7) Complete by reporting all disbursements not previously reported.

LINES

(8) Complete Line on last page ONLY.

(9) In Columns (3) and (8), report as FEDERAL PROGRAM INCOME the income from user fees and from the sale of equipment or other tangible personal property.

(10) Complete by subtracting line (9) from line (8) in column (3) and adding line (9) to line (8) in column (5).

(11) A footnote should be added to indicate the source of the FEDERAL PROGRAM INCOME.

ITEM

(12) The Finance Officer or authorized representative must certify and date the project disbursement report on the last page.

**FLORIDA DEPARTMENT OF EDUCATION
PROJECT DISBURSEMENT REPORT**

(A) District/Agency Name	Rose Petals
(B) Program Name	Title II
(C) Effective Approval Date	7/1/2022
(D) Termination Date	6/30/2023
(E) Total Project Dollars	472,470.00

Interim Report Final Report

(F) Agency Number	
(G) Grant Number	
(H) Project Code	
(I) Agency Reference #	
(J) Contact Person	Phone (____) _____

(1) Function Code	(2) Object Code	(3) Description of Disbursement	(4) Budget Amount	(5) Total Disbursements As of ____ / ____ / ____	(6) Undisbursed Balance	(7) Current Disbursements
6400	100	Salaries	215,000.00	113,000.00	102,000.00	
6400	200	Benefits	64,500.00	33,900.00	30,600.00	
6400	300	Purchased Services	57,000.00	45,000.00	12,000.00	
6400	500	Materials & Supplies	25,000.00	7,005.00	17,995.00	
6400	600	Capital Outlay	45,000.00	24,941.73	20,058.27	
6400	330	Travel	10,000.00	15,000.00	(5,000.00)	
6400	394	Charter Schools	35,000.00	25,000.00	10,000.00	
7200	792	Indirect Costs	20,970.00	11,634.30	9,335.70	
ALL PROGRAMS	(8)	COLUMN TOTALS (Complete on last page only)	472,470.00	275,481.03	196,988.97	
FEDERAL PROGRAMS ONLY COMPLETE LINES (9) & (10)	(9)	FEDERAL PROGRAM INCOME				
	(10)	TOTAL FEDERAL FUNDS				
	(11)	PROGRAM INCOME FOOTNOTE				

(12) CERTIFICATION: (Complete on last page only)

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the project award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. I

DOE 399

Report Number _____ Certified Correct _____ Date ____/____/____
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- (2) **OBJECT** **SCHOOL DISTRICTS:**
Use the three digit object codes as required in the Financial and Program Cost Accounting and Reporting for Florida Schools Manual.

COMMUNITY COLLEGES:
Use the five digit object codes as required in the Accounting Manual for Florida's Public Community Colleges.

UNIVERSITIES AND STATE AGENCIES:
Use the six digit object codes as required in the Florida Accounting Information Resource Manual.

OTHER AGENCIES:
Use the object codes as required in the agency's expenditure chart of accounts.
- (3) **DESCRIPTION** **ALL APPLICANTS:**
Provide a specific description of the type of expenditures.
- (4) **AMOUNT** For each function and object code indicate the the budget amount requested.
- (5) Complete by reporting total project disbursements as of the date indicated at the top of the column.
- (6) Complete by subtracting Column (5) from Column (4).
- (7) Complete by reporting all disbursements not previously reported.
- (8) Complete Line on last page ONLY.
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- (10) Complete by subtracting line (9) from line (8) in column (3) and adding line (9) to line (8) in column (8).
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- (12) **ITEM** The Finance Officer or authorized representative must certify and date the project disbursement report on the last page.