



## **FLORIDA BOARD OF GOVERNORS**

### **Request for Application**

#### **Office**

Board of Governors' General Office

#### **Program Name**

State Fiscal Stabilization Fund Program – Education Stabilization Fund  
State Fiscal Stabilization Fund Program – Discretionary Fund

#### **Specific Funding Authority (ies)**

Title XIV of Division A of the American Recovery and Reinvestment Act (ARRA), Public Law 111-5, CFDA 84.394

#### **Funding Purpose/Priorities**

This funding is intended to help stabilize university budgets in order to minimize and avoid reductions in education.

#### **Type of Award**

Entitlement –

#### **Total Funding Amount**

Per Legislative Appropriation –See Attached Spreadsheet for Entitlement Amount by Entity

#### **Budget Period**

July 1, 2009, or date application received in substantially approvable form, whichever is later, through June 30, 2010.

#### **Program Performance Period**

July 1, 2009, or date application received in substantially approvable form, whichever is later, through June 30, 2010.

### **Target Population**

University Educational and General programs

### **Eligible Applicant(s)**

State Universities as provided in the 2009 General Appropriations Act

### **Application Due Date**

June 15, 2009

### **Fiscal Contact Persons**

Tim Jones, Chief Financial Officer, Board of Governors'

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### **General Assurances**

The Board of Governors has developed and implemented a document entitled, American Recovery and Reinvestment Act of 2009 (ARRA) State Fiscal Stabilization Fund (SFSF) Program – Education Stabilization and Discretionary Funds Program-Specific Assurances, to comply with:

- 34 CFR 76.301 of the Education Department General Administration Regulations (EDGAR) which requires local educational agencies to submit a common assurance for participation in federal programs funded by the U.S. Department of Education;
- Applicable regulations of other Federal agencies; and
- State regulations and laws pertaining to the expenditure of state funds.

In order to receive funding, applicants must have on file with the Department of Education, Office of the Comptroller, a signed statement by the president certifying applicant adherence to these General Assurances for Participation in State or Federal Programs. The complete text may be found at <http://fldoe.org/comptroller/doc/gbsectiond.doc>. (Each university should already have one of these on file with DOE.)

### **School Districts, Community Colleges, Universities and State Agencies**

The certification of adherence filed with the Department of Education Comptroller's Office shall remain in effect indefinitely unless a change occurs in federal or state law,

or there are other changes in circumstances affecting a term, assurance, or condition; and does not need to be resubmitted with this application.

### **Program Specific Assurances**

In order to receive this funding, applicants must agree to the program specific assurances contained in BOG 102. These assurances must be submitted with the application to receive funding. The authorized signature on the application cover page (BOG 100A and BOG 100B) certification statement denotes agreement with these assurances.

### **Funding Method:**

**Federal Cash Advance** – Web-Based Reporting required monthly to record expenditures. Federal cash advances will be made by state warrant or electronic funds transfer (EFT) to a recipient for disbursement. For federally funded projects, requests for federal cash advance must be made by using the CARDS - Cash Advance and Reporting of Disbursements System. If at times it is determined that disbursements are going to exceed the amount of cash on hand plus cash in transit, an on-line amendment can be made prior to the due date of the next Federal Cash Advance distribution through CARDS.

### **Fiscal Requirements**

Section 14004 of the ARRA prohibits Institutions of Higher Education from using Education Stabilization funds for –

- Maintenance of systems, equipment, or facilities;
- Modernization, renovation, or repair of stadiums or other facilities primarily used for athletic contests or exhibitions or other events for which admission is charged to the general public;
- Modernization, renovation, or repair of facilities (a) used for sectarian instruction or religious worship, or (b) in which a substantial portion of the functions of the facilities are subsumed in a religious mission;
- Universities are prohibited from using ARRA funding to increase its endowment.

*It appears that stabilization funds are subject to the requirements of OMB Circular A-87, Attachment B(11)(d)(3), which prohibits direct payment of terminal leave payments. The BOG is working with DOE to confirm this understanding. **In the interim, universities are advised not to use these funds for terminal leave payouts.***

Additional Guidance on the use of these funds and other related matters can be found in the US Department of Education Guidance document at <http://www.ed.gov/programs/statestabilization/applicant.html>.

## **Reporting**

As stated in the guiding principle for transparency, reporting, and accountability, the fiscal reporting requirements for these funds go above and beyond routine fiscal reporting procedures. In addition to the monthly aggregate reporting that is reflected in CARDS and on the final Project Expenditure Report (DOE 399), these funds will require quarterly reporting of expenditures tied to the assurances, principles, and strategies associated with the ARRA programs. Please note that a unique final Project Expenditure Report format will also be provided. In order to accomplish this requirement, the Department of Education is creating a web-based system for reporting on expenditures to date for each of the proposed expenditures reflected in the approved project budget. This format is identical to the budget narrative form contained in the project application.

Quarterly reporting is required by the US Department of Education. The Florida Department of Education is required to report by the 10<sup>th</sup> day of each month following the end of the quarter. Therefore, sub-recipients (universities) will be required to report to the Board of Governors by the 5<sup>th</sup> day of each month following the end of the quarter. Reporting dates are as follows:

- October 5, 2009
- January 5, 2010
- April 5, 2010
- July 5, 2010

Please note that for each year of the Stabilization program, the State must submit to the US Department of Education a report that describes for K-20 programs:

- The uses of funds within the State;
- How the State distributed the funds it received;
- The number of jobs that the Governor estimates were saved or created with the funds;
- Tax increases that the Governor estimates were averted because of the funds;
- Tuition & Fee increases for resident students and how they were limited;
- To the extent enrollments of resident students were maintained, increased or decreased, including those eligible for Pell Grants or other need-based financial aid;

The US Department of Education will also collect in the annual reports detailed data on (1) a State's compliance with the Maintenance of Effort (MOE) requirements, and (2) any construction activities supported with Stabilization funds.

It is expected that project recipients will cooperate by submitting data necessary to submit all such required reports.

## **Method of Review**

Each application will be reviewed for fiscal and technical compliance by appropriate Board of Governors' staff.

## **Conditions for Acceptance**

The requirements listed below must be met for applications to be considered for review:

- Application is received in BOG within the timeframe specified by the RFA
- Application includes required forms: BOG 100A, BOG 100B, BOG101-ED and BOG 101-DIS - Budget Narrative Forms, and Programmatic Assurances (BOG 102)
- All required forms must have the assigned TAPS Number included on the form (this number will be assigned by DOE)
- The BOG 100A and BOG 100B must bear the original signature of an authorized entity
- Applications must be submitted to:

Chief Financial Officer  
Board of Governors  
325 W. Gaines Street, Room 1652  
Tallahassee, Florida 32399-0400

NOTE: Applications signed by officials other than the university president, must have a letter or documentation citing action of the governing body delegating authority to the person to sign on behalf of said official. Attach the letter or documentation to the BOG 100A when the application is submitted.