


**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT <i>School Name</i>	2 PROJECT NUMBER XXX-2989A-XXXXX
3 PROJECT/PROGRAM TITLE Public Charter School Grant Program Planning Design and Implementation 2009-2012	4 AUTHORITY Federal CFDA 84.282 Charter Schools, Title V, Part B
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2009 – 07/31/2010 Program Period: 07/01/2009 – 07/31/2010
7 AUTHORIZED FUNDING Current Approved Budget \$ 25,000 Amendment Amount \$ Estimated Roll Forward \$ Total Project Amount \$ 25,000	8 REIMBURSEMENT OPTIONS Federal Cash Advance
9 TIMELINES Last date for incurring expenditures and issuing purchase orders: 07/31/2010 Date that all obligations are to be liquidated and final disbursement reports submitted: 09/20/2010 Last date for receipt of proposed amendments: 07/31/2010 Refund date of unexpended funds: mail to DOE Comptroller, 325 W. Gaines Street, 914 Turlington Building, Tallahassee, Florida 32399-0400: Date for program report: mail to appropriate program office. Final Report	
10 DOE CONTACTS Program: Adam Miller Phone: (850) 245 - 0998 Email: adam.miller@fldoe.org Grants Management: Unit C (850) 245-0496 <div style="text-align: right;">Comptroller's Office (850) 245-0401</div>	11 DOE FISCAL DATA DBS: 01 90 19 EO: 89 Object: 720036
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. Any unexpended general revenue funds must be returned by check issued to the Florida Department of Education with the final expenditure report. The check must clearly identify the project number for which funds are being returned. In the event that the Governor and Cabinet are required to impose a mandatory reserve on the current year appropriation, this Agreement shall be amended to place in reserve the amount determined by the Department of Education to be necessary because of the mandatory reserve in the appropriation. Other: 	
13 APPROVED: <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date of Signing </div> </div> <div style="text-align: right; margin-top: 20px;">  </div>	

**INSTRUCTIONS
PROJECT AWARD NOTIFICATION**

- 1** Project Recipient: Agency, Institution or Non-Government entity to which the project is awarded.
- 2** Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE 200 for each project number).
- 3** Project Description: Title of program and/or project. TAPS # : Departmental tracking number.
- 4** Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5** Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6** Project Periods: The periods for which the project budget and program are in effect.
- 7** Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated in to this project); and Total Project Amount (total dollars awarded for this project).
- 8** Reimbursement Options:
 - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
 - Advance Payment – Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
 - Quarterly Advance to Public Entity - For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
 - Reimbursement of Expenditures – Payment made upon submission of documented allowable expenditures.
 - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9** Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10** DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller’s Office number for payment information.
- 11** DOE Fiscal Data: A unique payment number assigned by the Department of Education.
- 12** Terms and Special Conditions: Listed items apply to this project.
- 13** Approved: Approval signature from the Florida Department of Education and date signature was affixed.