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 (785) 296-3201  
 www.ksde.org

*INTEREST RATE ON INVESTMENT  
 Effective 10/04/21 through 10/10/21*

**Date:** October 4, 2021  
**To:** Chief School Administrators  
**From:** Craig Neuenswander,  
 Deputy Commissioner  
 Dale Brungardt, Director  
 School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	0.08%	0.08%
3 Months	0.01%	0.01%
6 Months	0.03%	0.02%
1 Year	0.08%	0.07%
18 Months	0.19%	0.15%
2 Years	0.29%	0.24%

**October Payment Dates**

Oct 7.....Selected Federal Payments  
 Oct 15 .....Special Education, KPERs, Mental Health (CMHC)  
 Payment amounts will be posted on the [School Finance homepage](#) near the date of deposit. Payments are listed under the heading: **FY22 Payments**  
**State** aid payments: [Rose Ireland](#) (785) 296-4973 or [Sara Barnes](#) (785) 296-4972  
**Federal** aid payments: (Form 240): [Nicole Norwood](#) (785) 296-2020

**Report Due Dates**

Oct 4-Dec 3....**IDEA** Maintenance of Effort and Excess Cost Report (all USDs)  
[Christy Weiler](#) (785) 296-1712 (open Oct 4-Dec 3)  
 Oct 8.....Interlocal Agreements (open Sept 20 – Oct 8)  
[Christie Wyckoff](#) (785) 296-6321  
 Oct 8.....KIDS Collection **ENRL** – (Funding and Enrollment)  
 (deadline for submission Oct 8) KSDE Helpdesk (785) 296-7935  
 Oct 8.....Superintendent’s Organizational Report (**SO-66**) and **PBR**  
 (open Sept 17-Oct 8) [Rose Ireland](#) (785) 296-4973  
 Oct 11 .....Kansas Kindergarten Readiness Snapshot (ASQ-3 and ASQ:SE-2) deadline  
 to submit data in ASQ Online [Jordan Christian](#) (785) 296-3953  
 Oct 11-15 .....Request for Sate Foundation Aid for November  
 (all USDs – open Oct 11-15) [Rose Ireland](#) (785) 296-4973  
 Oct 12 .....Unencumbered Cash Balance on October 1  
 (all USDs – open Sept 30-Oct 12) [Rose Ireland](#) (785) 296-4973  
 Oct 13 .....Kansas Pre-Kindergarten Pilot (**KPP-TANF**) 1<sup>st</sup> Quarter Expense  
 Reimbursement Payment Request [Nicole Norwood](#) (785) 296-2020  
 Oct 20 .....Request November Federal Funds (Form 240) if funds available  
 (open Oct 1-20) [Nicole Norwood](#) (785) 296-2020  
 Oct 31..... Dropout/Graduation Summary Report (**DGSR**) [DGSR Webpage](#)  
 (all USD buildings–open Oct 1-31)  
[dgsrhelpdesk@ksde.org](mailto:dgsrhelpdesk@ksde.org) Ph: (785) 296-3444

Nov 5.....EPA 2021 School Bus Rebate Program (Replace old diesel buses) See KSDE listserv sent Sep 30. Apply by Nov 5. More info: <https://www.epa.gov/dera/rebates> or email [DERA@epa.gov](mailto:DERA@epa.gov)

### How to electronically file CPA audit reports/Single Audits

School districts and Local Education Agencies (LEAs) are required to electronically file their CPA audit report and Single Audit report (A-133) with the Department of Administration, Municipal Services. We ask that districts/LEAs continue to submit these reports (also electronically please) to KSDE's Fiscal Audit team (instructions are below).



Please forward this information to your CPA if they submit your audit report.

Single Audits (formerly known as A-133s) are required to be completed within nine (9) months following the end of the fiscal year ending June 30, 2021, for LEAs spending **more than \$750,000** in federal funds. Therefore, Single Audits should be completed by **March 31, 2022**. You are also welcome to submit a copy of your Single Audits to KSDE by this same date (March 31), but please follow federal regulations and timely submit completed Single audits to the Federal Audit Clearinghouse at the following web address: <https://facweb.census.gov/> The audit threshold for Single Audits (A-133) is \$750,000.

LEA's receiving **less than \$750,000** in federal funds are required to submit a CPA audit report by **June 30, 2022**. Thank you in advance for meeting these deadlines.



### INSTRUCTIONS TO SUBMIT:

To submit a CPA audit reports or Single Audit report to KSDE, attach the report (renamed as shown below) to an email addressed to: [auditing@ksde.org](mailto:auditing@ksde.org)

Please convert audit report to a **.pdf format** and rename using the example below:

D0107 Rock Hills 2021

D0 (zero)107, LEA name, fiscal year

If a management letter is sent, **rename the .pdf** using this example:

D0107 Rock Hills 2021 Mgmt Ltr

**Questions?** KSDE contact: [Laurel Murdie](#), Fiscal Auditing Director

Phone: (785) 296-4976



To submit an audit report to Municipal Services, attach the report (.pdf format) to an email addressed to: [armunis@ks.gov](mailto:armunis@ks.gov)

Municipal Services website: <http://www.admin.ks.gov/offices/chief-financial-officer/municipal-services> For information about electronic filing, scroll down to the **Audit** heading and select:

- E-audits - Submission Instructions
- E-acknowledgement of Audit Report and Filing Fee

Following receipt, a reply will be sent acknowledging receipt of the report and accompanied by a reminder that the **filing fee may be transmitted via mail** (mailing address will be included), **or via facsimile for credit card payments** (a credit card form will be attached).

**Questions? Contact Municipal Services:** (785) 296-8083 or (785) 296-6033, or email [armunis@da.ks.gov](mailto:armunis@da.ks.gov)

In keeping with government transparency, the electronic file audit is posted on the Department of Administration, Municipal Services, website (links above).

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