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 www.ksde.org

*INTEREST RATE ON INVESTMENT  
 Effective 7/15/24 through 7/21/24*

**Date:** July 15, 2024  
**To:** Chief School Administrators  
**From:** Frank Harwood  
 Deputy Commissioner  
 Dale Brungardt  
 Director of School Finance

TERM	CURRENT	PREVIOUS
1 to 89 Days	5.33%	5.33%
3 Months	5.32%	5.34%
6 Months	5.22%	5.28%
1 Year	4.93%	5.04%
18 Months	4.73%	4.86%
2 Years	4.61%	4.69%

*Minimum investment rates banks must offer to secure public funds as prescribed by [K.S.A. 75-4210](#)  
 Maximum length of investment term is two years.*

**Payments**

July 15 ..... Bond and Interest State Aid, KPERS State Aid  
 July 18 ..... Selected Federal Payments  
 July 19 ..... SNP, FFVP, CACFP & SFSP  
 July 25 ..... FY24 KPP-TANF 4th Quarter Reimbursement  
 July 26 ..... CACFP & SFSP

Payment amounts for each district/LEA will be posted near the date of deposit:  
[Payment Information](#).

**State Aid Payments:** [Rose Ireland](#) (785) 296-4973

**Federal Aid Payments/Form 240:** [Amanda Williams](#) (785) 296-2020

Refer to **Form 240** (Federal Aid Payment request form) for a list of federal program funds. To receive a August federal aid payment, submit Form 240 no later than July 20. The Federal Cash Management Act requires that these funds must be spent by the end of the month in which they are received. LEAs cannot carry over federal funds to the following month.

**Child Nutrition Program (CNP) Payments:** [Dessa Gifford](#) (785) 296-4965

- SNP = School Nutrition Programs
- CACFP = Child & Adult Care Food Program
- FFVP = Fresh Fruit & Vegetable Program
- SFSP = Summer Food Service Program

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## CNW Financial Management Reminders

- Enter the End-Of-Year Balance of Uncollected Charges on the Annual Financial Report (AFR) in KN-CLAIM by **August 15**.

For important details surrounding the Child Nutrition Programs (CNP), please be sure to check out the Monthly Updates provided from Child Nutrition & Wellness (CNW) leadership each month and posted to the CNW website at <https://cnw.ksde.org/> for each of the following under their respective menu: SNP - SNP Monthly Updates; CACFP - CACFP Monthly Updates; or SFSP - SFSP Monthly Updates.

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## Request August State Aid

**All districts** shall submit the 2024-2025 *State Aid Request for August* by **Friday, July 19**. The web application is open July 15 -19 on the [KSDE Authentication portal](#). On the login screen, enter your **username** and **password**.

- Click on **LEA Forms**
- Click on **State Aid Request for August**
- Click on **Create New Report for 2025**

For assistance, call Rose Ireland at (785) 296-4973 or email [rireland@ksde.org](mailto:rireland@ksde.org).

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## Report Due Dates

July 19 ..... KIDS Collection TEST - Assessment Testing (all USDs – (open August 7, 2023-July 19, 2024) [KSDE Helpdesk](#) (785) 296-7935  
July 26 ..... Kansas Parents as Teachers - Affiliate Performance Report FY24  
[Lisa Williams](#) (785) 296-4964  
July 31 ..... LCP (Local Consolidated Plan) Annual Report (tentative due date July 31)  
[Nicole Clark](#) (785) 296-4925  
July 31 ..... State Deaf-Blind Funds (KSA 72-3481) Application for 2024-2025 funds  
(open April 17 – July 31, 2024) [Lisa Karney](#) (785) 296-4602

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## Schedule USD Budget Reviews (In Person-Virtual-Conference Call) – (repeat)

Before publishing the Notice of Hearing, superintendents and business officials may request someone in the School Finance office double-check their budget document. These one-hour meetings are held in person at KSDE, via video conferencing or conference call with Craig Neuenswander, Dale Brungardt, Dale Dennis or Veryl Peter.

**To schedule a review**, please call Katie at (785) 296-3872 or Sherry at (785) 296-3871.

**Once you budget review is scheduled**, we suggest you reference these instructions:

Link: [School Finance homepage > "What's New?"](#)

Select: **Prepare for USD Budget Review**

- **In person:** Directions and parking tips when visiting KSDE, what to bring to a budget review.
- **Virtual meeting:** USD responsible for Virtual invite. How to schedule a Virtual meeting; email budget Codes at least one day before meeting.

- **Conference call (scheduled time):** How to submit your budget (either mail or email) if you have scheduled a day/time for review; list of information to include in cover letter to the person reviewing.

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### Certify to County Clerk by July 20\* Intent for Revenue Neutral Rate (RNR)

Reminder: If exceeding the RNR, districts are required to certify estimated taxes levied and estimated tax rates to your county clerk no later than Saturday, July 20.

**\*Since July 20<sup>th</sup> is a Saturday, KSDE guidance is to certify your RNR intentions by the end of the day on Friday July 19<sup>th</sup>.\***

Prior to notifying the County Clerk, USDs **exceeding** the Revenue Neutral Tax Rate should have a conversation with their local Board of Education to keep them informed of the district's RNR situation. It is best practice to complete your budget document and not estimate what your RNR numbers will be.

Follow the steps below to complete form and certify tax rates by July 19:

#### Complete Exceeding the Revenue Neutral Tax Rate form:

- Complete the Revenue Neutral Tax Rate form (C099 worksheet tab) once the budget has been completed. Signatures can be typed or signed.
- Publish RNR form at the same time as the Notice of Hearing for the budget (recommended).
- Post the RNR form on the District website.
  - o **Note:** The RNR form does not have to be published and posted by July 19<sup>th</sup>. This can be done when you publish the Notice of Hearing for the budget (hearings are held between August 20 and September 20).

#### Certify RNR Rate to the County Clerk by July 19:

- Submit/Certify the Revenue Neutral form to the County Clerk (reference Revenue Neutral worksheet tab in the Budget software)
- If using an **alternate** form for the County Clerk, be sure it includes (1) date/time/location of the RNR Hearing, (2) the RNR rates, (3) 2023-2024 Estimated Taxes Levied and (4) 2024-2025 Estimated Tax Rate. It is good practice to also include the budget RNR form.

#### Hold RNR and Budget Hearings between August 20 and September 20:

- It is recommended that you hold the RNR hearing first and adopt a Resolution to Exceed the Revenue Neutral Rate (by roll call vote) during the hearing. This is typically held on the same night as the Budget hearing. During the regular board meeting (again, often the same night): (1) a motion is made to adopt the 2024-2025 Budget and (2) the LOB Percentage is approved by resolution as well.

#### Guidelines and Reminders:

- For detailed instructions, examples and timelines, download the [Revenue Neutral Publication Requirements](#) and [Resolution to Adopt Local Option Budget](#) found on the school finance homepage > Budget Packet.

- If you are exceeding the Revenue Neutral Rate for **only General Fund**, and All Other Funds are below the Revenue Neutral Rates, you do not need to complete the RNR process.

**Submit Budget Document to KSDE and County** (two dates):

- Districts **exceeding the RNR** shall certify the levy and budget documents to the County Clerk **by October 1**.
- USDs **not exceeding** the Revenue Neutral Tax Rate will follow the old law dates for publication and hearing and **shall submit their budget to the County Clerk and KSDE by August 25**. The Revenue Neutral Rate form does not need to be published with the Budget Notice of Hearing.

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### Clean School Bus Funding Opportunity – Repeat May 6 Interest Letter

#### Notice of Funding Opportunity – **Submit by July 25, 2024**

The EPA anticipates awarding up to \$932 million in competitive grant funding under the 2024 Clean Heavy-Duty Vehicles Grants Program Notice of Funding Opportunity. The program is soliciting applications nationwide for a grant competition to fund the replacement of existing non-zero-emission Class 6 and 7 heavy-duty vehicles with zero-emission Class 6 and 7 heavy-duty vehicles which includes Class 6 and Class 7 school buses. Classes are based on gross vehicle weight (GVW) scale, Class 6 (19,501 – 26,000 lbs.) and Class 7 (26,001 – 33,000 lbs.)

For more information please follow this link <https://www.epa.gov/clean-heavy-duty-vehicles-program/clean-heavy-duty-vehicles-grant-program#EV>

All application packages must be submitted electronically to the EPA through [Grants.gov](https://www.epa.gov/grants) no later than Wednesday, July 25, 2024 at 11:59PM (ET) to be considered for funding.

Due to the vast amount of information, emails and updates generated by EPA, KSDE asks if you are interested in a rebate or grant to purchase an electric bus, please sign up for the EPA email list. Please follow this link to sign up. [Signup Form](#)

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