

Grant Expenditure and Narrative Reports (Revised 6/2021)

Early Literacy Support Block Grant

Educator Excellence and Equity Division

California Department of Education

Instructions:

Each grant recipient is required to complete and submit the Year-to-Dat Narrative Report Forms showing expenditures during the Planning Year. Please complete the Instructions and Local Educational Agency (LEA) Information for the appropriate Quarter (Quarter 3 or Quarter 4). When completing the Quarterly Report, enter the cumulative expenditures for the entire Year-to-Dat into the form so that it shows cumulative expenditures for the entire Year-to-Dat. For Quarter 4 Expenditures to the existing document.

In April 2021, the grant period was extended a year, making FY 2020/21 through June 30, 2021) Quarter 3 and Quarter 4 reports only accounts for participating eligible school) used for the purposes of conducting a root cause analysis and developing a three-year Literacy Action Plan (LAP). The Early Literacy Support Block Grant of the grant (December 2020 through June 2024) as long as there is an

Digital Signature: When the Expenditure Forms are completed and ready for submission, digitally sign the form for submission, along with the Excel Version of the

Please include the LEA name and corresponding quarter in the file name (e.g., LEA Name - Quarter Report).

Please email all required documents to ELSBgrant@cde.ca.gov.

Requested Information (will autopopulate onto the YTD Form)
LEA Name:
Project Coordinator:
Project Coordinator Telephone Number:

Project Coordinator Fax Number:
Project Coordinator Email Address:
Fiscal Agent Contact (If different from the Project Coordinator):
Fiscal Agent Telephone Number:

Early Literacy Support Block (ELSB) Grant 12-1-2020 to 6-30-2024 Year-to-Date (YTD) Expenditures and Progress Report
ELSB Grant Program - Planning Year (12/01/2020 - 06/30/2021) Expenditures

California Department of Education (CDE)
 Educator Excellence and Equity Division
 ELSB Grant Program
 1430 N Street, Suite 4309, Sacramento, CA 95814

Please Note: The Local Educational Agency (LEA) information and the Budget and Expenditure Amounts will autopopulate from the LEA Info and Narrative Form. Please select the correct check box for #4, #17, and #18.

1. Grant Award No.:	<u>20-25515-76505-00</u>	Total Grant Award:	<u>\$993,848.00</u>	4. Reporting Time Frame (Select One) <input type="radio"/> 1st Report <input type="radio"/> 2nd Report <input type="radio"/> 3rd Report (12/01/20 - 03/31/21) Due 04/30/21 <input checked="" type="radio"/> 4th Report (04/01/21 - 06/30/21) Due 07/30/21
2. LEA:	<u>Twin Rivers Unified School District</u>			
3. Project Director:	<u>Travis Burke</u>	Phone:	<u>(916) 566-1600 x32205</u>	
FAX Number:	<u>(916) 566-3593</u>	E-mail:	<u>Travis.Burke@twinriversusd.org</u>	

Standardized Account Code Structure	Resource Code:	7810
	Revenue Object Code:	8590

EXPENSES FOR EACH COMPLETED PERIOD WILL AUTOPOPULATE BASED ON ENTRIES ON NARRATIVE FORM

Object Code	Planning Year Budget	1st PERIOD		2nd PERIOD		3rd PERIOD		4th PERIOD		CUMULATIVE TOTAL
		Expenditure	Balance	Expenditure	Balance	Expenditure	Balance	Expenditure	Balance	Total of All Periods
1000-1999 Certificated Salaries/Stipends	39,898.00					0.00	39,898.00	3,570.00	36,328.00	3,570.00
2000-2999 Classified Salaries	0.00					0.00	0.00	0.00	0.00	0.00
3000-3999 Employee Benefits	7,712.00					0.00	7,712.00	648.86	7,063.14	648.86
4000-4999 Books and Supplies	0.00					0.00	0.00	0.00	0.00	0.00
5000-5999 Services and Other Operating Expenditures	0.00					0.00	0.00	0.00	0.00	0.00
5200 Participant Travel/Project Staff Travel	0.00					0.00	0.00	0.00	0.00	0.00
5800 Professional/Consulting Services and Operating Expenses	0.00					0.00	0.00	0.00	0.00	0.00
SUBTOTAL	47,610.00					0.00	47,610.00	4,218.86	43,391.14	4,218.86
7300-7399 Indirect Costs 0.00%	2,390.00					0.00	2,390.00	211.79	2,178.21	211.79
5100 Subagreement for Services	0.00					0.00	0.00	0.00	0.00	0.00
6000-6599 Capital Outlay	0.00					0.00	0.00	0.00	0.00	0.00
TOTAL	50,000.00					0.00	50,000.00	4,430.65	45,569.35	4,430.65

17. Budget Revision Requested (10% rule) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Check the box that applies. <i>A Budget Revision is required for changes over 10 percent on any line item (either an under expenditure or over expenditure). If yes is checked, a Budget Revision Request and Justification forms must be attached for review and approval.</i>	18. <input checked="" type="checkbox"/> Activities are being conducted as planned. <input type="checkbox"/> Activities are not being conducted as planned. Check the box that applies.
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This is to certify that the YTD Expenditures and Progress Report has been prepared in accordance with the applicable Federal and State regulations. To the best of my knowledge, the data contained in this report are true and accurate. Any program results are supported by documented deliverables (i.e., professional development/products) on file at the LEA.

19.

<i>Project Coordinator (Printed Name and Signature)</i>	<i>Date</i>
<i>Fiscal Agent (Printed Name and Signature)</i>	<i>Date</i>
<i>Other Signature, if required (Printed Name and Signature)</i>	<i>Date</i>

20.

<i>CDE Fiscal Monitor's Approval</i>	<i>Date</i>
<i>CDE Project Monitor's Approval</i>	<i>Date</i>
<i>CDE Administrator's Approval</i>	<i>Date</i>

