



State of New Jersey

DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

JON S. CORZINE
Governor

LUCILLE E. DAVY
Commissioner

DATE: September 18, 2009

TO: Chief School Administrators
School Business Administrators

FROM: Katherine P. Attwood *Katherine P Attwood*
Assistant Commissioner, Division of Finance

SUBJECT: Equalization Aid - ARRA Stabilization Funds ESF/GSF Payment
Schedules and Cash Management Reporting Requirements

Equalization Aid - ARRA Stabilization Funds ESF/GSF Payment Schedules are now in the district's School Aid Notices folder.

<http://homerom.state.nj.us/>

The first two payments will be made on September 15 and September 30. The Federal Cash Management Act requires the department to monitor district expenditures of ARRA-ESF and ARRA-GSF and therefore, districts are required to report quarterly to the department on the actual expenditures of ARRA-ESF and ARRA-GSF. **Districts must submit the first Equalization Aid - ARRA Stabilization Funds ESF/GSF Cash Management Report by October 5, 2009.**

The ESF/GSF Cash Management Report is separate and in addition to the required ARRA Quarterly Report due on October 1. Information on the ARRA Quarterly Report was also issued today under separate cover by Willa Spicer, Deputy Commissioner.

For the ESF/GSF Cash Management Report, districts that spend 90 percent or more of the payments that they have received will continue to get payments as outlined in the payment schedule. Districts that spend more than their quarterly payments will receive the corresponding additional amount equaling the difference between actual expenditures and their quarterly payments in the first payment of the next quarter. Districts that spend less than 90 percent of their quarterly payments will not receive further payments until their expenditures exceed 90 percent of their payments.

The Equalization Aid - ARRA Stabilization Funds ESF/GSF Cash Management Report application will be available on the NJ DOE Homeroom on September 25. The district's Web User Administrator must first provide access to the application. Instructions for the Equalization Aid - ARRA Stabilization Funds ESF/GSF Cash Management Report will be located on the Welcome Page of the application.

If you have any questions regarding the ARRA-ESF and ARRA-GSF application/assurance statement, payment and cash management expenditure reporting, please e-mail osfpayments@doe.state.nj.us.

If you have any questions on the accounting for ARRA-ESF and ARRA-GSF, please e-mail budget@doe.state.nj.us.

KPA/YT/FL/ \\osf\Payment\ARRA FY09-10\Manual\Equalization Aid-ARRA ESF-GSF Payment Schedules and Reporting.doc

c: Lucille E. Davy
Willa Spicer
Donna Arons
Gerald Vernotica
Beth Brooks
Bari Erlichson
Jack Moticha
Joan Saylor
Yut'se Thomas
Executive County Superintendents
Executive County School Business Administrators