

## **FRYSC and Finance Commonly Asked Questions**

### **What can FRYSC Funds be spent on?**

FRYSC Funds can only be used to pay for FRYSC related staff and programming expenses. Programming expenses should be driven by the approved action components. This would include the hiring of school staff to meet FRYSC component activities. (Teacher for summer camp or specialized instructor for after school activity.) Money cannot be used to supplant existing school services. A list of Excluded Expenditures is located in Section 6 of the Administrators Guidebook.

### **Can MUNIS codes be changed?**

MUNIS codes and amounts can be changed with an approved budget amendment approved by the Regional Program Manager. FRYSC MUNIS reports must match the current approved budget contained in FRYSC Counts. New MUNIS codes should not be opened before approval from the Regional Program Manager. Follow the Allowable codes section in the Administrators Guidebook located in Section 6 and in Appendix G.

### **What are carryover funds and how are they spent?**

All grant funds must be liquidated within 25 days of the end of the fiscal year (July 25) according to Section 6 of the Administrators Guidebook and KDE regulations. Any money not spent by this time will be considered carryover funds. This money will remain in your district to be spent, and that amount will be deducted from your next year's budget. It is important that coordinators spend the allotted amount of money by the end of the fiscal year, and reports are sent to the Division in a timely manner.

### **Can I spend money outside of the current fiscal year on a previous or a future fiscal year?**

The contract states that the terms of the contract are July 1, 2020 thru June 30, 2020. To use funds to pay for services or items purchased outside of this timeframe is a violation of the contract terms and is therefore not allowed. Grant money given during a fiscal year should be spent on programs and activities during that grant year.

### **What type of reports do the coordinators need?**

Coordinators need a **detailed monthly MUNIS report** for all of the center's accounts (CHFS grant and any funds generated by the center including donations) to be in accordance with the Contract. Either these monthly printouts can be sent from the district office or coordinators can have access to desktop MUNIS. If coordinators have desktop MUNIS, it is the districts responsibility to train the coordinators on how to print the correct report.