

## Questions & Answers – Consolidated Federal Accounting

**Q: Are there any VT SUs/SDs that currently combine local/state funds into SWP?**

A: No, there's been some talk about it, but have not seen it done yet. Contact the CFP team, Jesse or Karen because it needs to be written in your schoolwide plan if you decide to do it.

**Q: I've got in the habit of including the text of the investment strategy from the CFP grant with the backup. Would that cover purpose of trip? ... pre-approval? other?**

A: No, just putting in the investment number does not suffice, needs to have a short description.

**Q: If you check SAM.gov at the time of procurement do you ever have to check it again when you are paying from the purchase order that you originally did the procurement for?**

A: No, the one-time check suffices for the remainder of the fiscal year.

**Q: Can you please go over again at the end what you said about the numbers on the AOE 3.0? I did not quite get what you were talking about. #990 and #995**

A: The business manager will complete a reimbursement request to get funds on the form it is broken up by object codes. At the bottom of the application there is a box there that you select either 995 or 990 and it represents schoolwide or ConAdmin.

**Q: Are original signatures required during COVID 19 type emergencies for PARs or are email "oks" allowed with attached PAR as long as our procurement guidelines allow for these types of emergencies? Do you accept electronic signatures on PAR sheets?**

A: Email for signatures is always allowable even throughout the normal year. Just as good as a regular signature.

**Q: For locally funded teachers who do Stipended work - does the 100% of time thing still apply? For local funds, with Title II stipends?**

A: Time and effort is not required, unless they are partially or fully funded by a federal grant. Yes that would require because of Title II funds.

**Q: If we have a supervisor signing periodic certs, can they sign off on more than one cert via a single email?**

A: Yes.

**Q: Can you explain a little more for example if it's a stipend for Family Engagement event?**

A: It depends how that person is funded, if it's a teacher receiving a stipend then you still need to do a PC for that event, not a PAR. Can change depending on funding source circumstances.

### Contact Information:

If you have questions about this document or would like additional information please contact:  
Bob Coathup, School Finance Analyst II, at [robert.coathup@vermont.gov](mailto:robert.coathup@vermont.gov)

**Q: WCUUSD has been using GMS to submit all requests. I'm assuming this takes place of the AOE. 3. Is that correct?**

**A: Yes, AOE 3.0 is referring to GMS.**