



**RHODE
ISLAND**

How to Create a 2nd/Final CRP Amendment: Virtual Office Hour

October 29, 2025

Agenda



Today's Virtual Office Hour consists of:



**A Power Point
Presentation**



**A Review of Document
Library Resources**

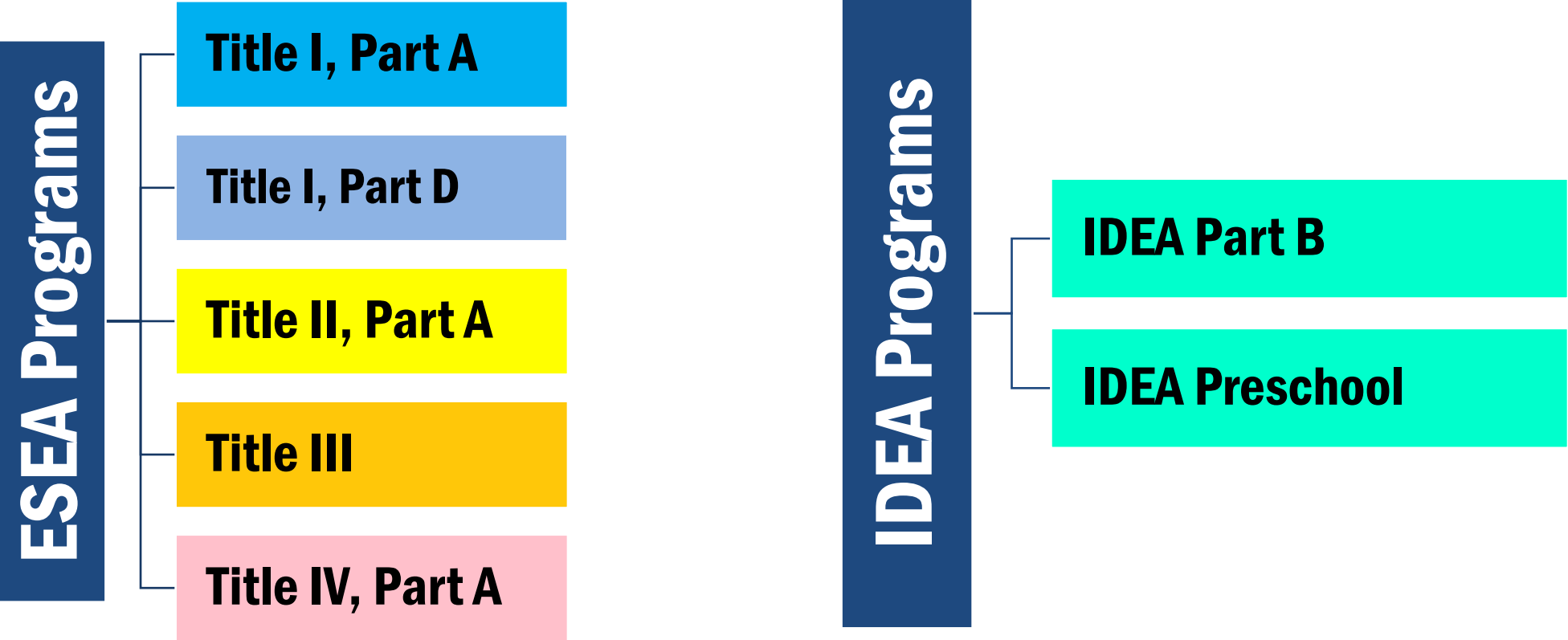


**Questions and Answers
Session**



Continuation and Closeout of Your FY25 CRP Grant Project

All FY25 CRP project funds must be applied for in the AcceleGrants (AG1) System including:



Extension of the FY 2025 CRP Project Period in AG1

The FY 2025 CRP project period end date has been extended from 6/30/25 to 9/30/26. What does this mean?

- The FY 2025 CRP project period now runs through 9/30/26.
- FY 2025 CRP carryover funds (unspent and unapplied balances from 6.30.25) **will not be transferred into AG2.**
- LEAs **must budget for all available funds**, which may require a budget amendment, on a program-by-program basis.
- **Observe all reserve requirements** such as private school reserves (all programs), Title I-A school level allocations, Title IV-A 20/20/some portion spending requirements and IDEA required EIS reserves.

RIDE's CRP team strongly recommends that LEAs plan to expend all funds by June 30, 2026 – leaving a small window to recalibrate budgets, if needed.

No additional extension of FY 2025 CRP project period end date can be granted beyond 9/30/26.



2nd Amendment Due Date

- RIDE is now accepting submissions of second amendment requests for currently approved FY 2025 CRP applications in AcceleGrants 1.0 (AG1):

through Monday, December 1, 2025

Additional Title IV-A Program Notes:

- The US Department of Education issued **Revised Final FY 2025 allocations for the Title IV-A program.**
- LEAs with a revised Title IV-A allocation will need to submit an amendment request.
- Special 6.30.25 Expenditure Report for Title IV-A also due by 12.1.25 to RIDE

Private School Services Reserves

Private School Equitable Share Calculators

- If an LEA has private school participation across any of its CRP programs, then the LEA must review the balance of its private school equitable share spend down.
- Compare private school required reserve amounts (see your private school equitable share calculators) to 6/30/25 private school actual accounted for expenditures.
- All remaining private school reserve balances must be budgeted for use in school year (SY) 25/26.

LEAs with TIV-A Allocation Increases

- Title IV-A revised final allocations to LEAs will require revision of Title IV-A equitable shares to private schools and update to budgets in SY 25/26.
- LEAs can access the final [FY 2025 TIV-A Calculator](#), posted on 10/15/25, in the AG1 document library.



Title I-A Reserves and School Level Allocations

Analyze your Title I expenditures and adjust budgets for unspent reserve amounts as needed!

- LEAs should continue to follow their **school level allocations** for all Title I participating schools within the school district:
 - this includes the allocation and expenditure of Title I funds for all **participating private schools**.
- LEAs allocated \$500,000 or more must use at least 1% of its Title I allocation for **Parent and Family Engagement activities**.
- Use your 6/30/25 expenditure reporting and detailed transaction account register to determine exact expenditure amounts and unspent balances for SY 2026 budget uses of funds.



Title IV-A Required Reserves

All LEAs with an adjusted allocation of \$30,000 or more must budget and expend 20/20/Something across all the required reserve categories.

- What are the 20/20/Something Reserve Categories?
 - 20% - Well-Rounded Education Opportunities
 - 20% - Safe & Healthy Schools
 - Something – Effective Use of Technology
 - Limitation - No more than 15% of Effective Use of Technology expenditures can be used for Technology Infrastructure

Use your completed FY 2025 Title IV 6.30.25 Special Expenditure Report to inform you of any remaining 20/20/Something budgeting/expenditure requirements through the end of the project period.



Title IV-A 6.30.25 Special Expenditure Report

LEAs will not be completing the FY 2025 CRP Final Expenditure Report (FER) until November of 2026, however RIDE must report LEA Title IV-A expenditure data for school fiscal year 2025 (24/25) to USED. Because of this, RIDE has created a special Title IV-A expenditure report for LEAs to report their Title IV expenditures for the period beginning 7.1.24 through 6.30.25. This report was created to duplicate the "Title IV-A End of Year Expenditure Reporting" page found in the CRP FER.

- ***Where can the report be found?*** - AG1 Document Library with the section heading "FY 2025 Final/2nd CRP Amendment Materials"
- ***Who needs to complete the report?*** - Any LEA that has budgeted Title IV funds within the Title IV program
- ***Does a LEA need to submit a report, if it has zero expenditures to report?*** - Yes, if the LEA has an approved Title IV budget
- ***When is the report due?*** - No later than December 1, 2025 (Same as the 2nd amendment request)
- ***How to submit?*** - Email completed report to: patricia.ricci@ride.ri.gov

Note: Completion of this report will help inform LEAs on their 20/20/Something spending status and remaining budgeting needs for LEAs with an adjusted allocation of \$30,000 or more.

IDEA Required Reserve – Early Intervening Services (EIS)

LEAs identified as disproportionate in SFY 2024 must budget and expend 15% of their combined FY 2025 IDEA Part B and Preschool allocation on early intervening services.

- See the "Early Intervening Services" page within the FY 2025 IDEA Part B Application for exact amount for required EIS reserve amount.
- If your LEA previously budgeted any IDEA Part B funds for EIS, ask your business office for the EIS expenditure amount in SFY 2025 (7/24 - 6/25):
 - These are identified as **program code 14** expenditures in your IDEA Part B fund account (UCOA Fund#: 21011100).
- For LEAs subject to the EIS required reserve, these LEAs must budget the exact remaining EIS required reserve amount.
- For LEAs using IDEA Part B funds for voluntary or required EIS, you can't exceed the 15% of your FY 2025 IDEA allocation on EIS
- Important - When closing out the FY 2025 IDEA Part B project after 9/30/26, exceeding the 15% EIS amount limit (voluntary or required) will result in a payback of IDEA funds.



Transferability

LEAs may elect to Transfer funds between Title programs, with limitations:

LEAs may:

- Transfer funds into Title's I-A and III from Title's II and IV-A (only):
 - Title's I-A and III transfers previously approved by RIDE can't be reduced.
- Adjust amount of transfer of funds between Title's II and IV-A.

LEAs must:

- Consult with participating private schools and consider impact of transfer on their program activities.
- Include transfer of funds in private school equitable share calculators.



Steps for Completing Your Final Amendment Request

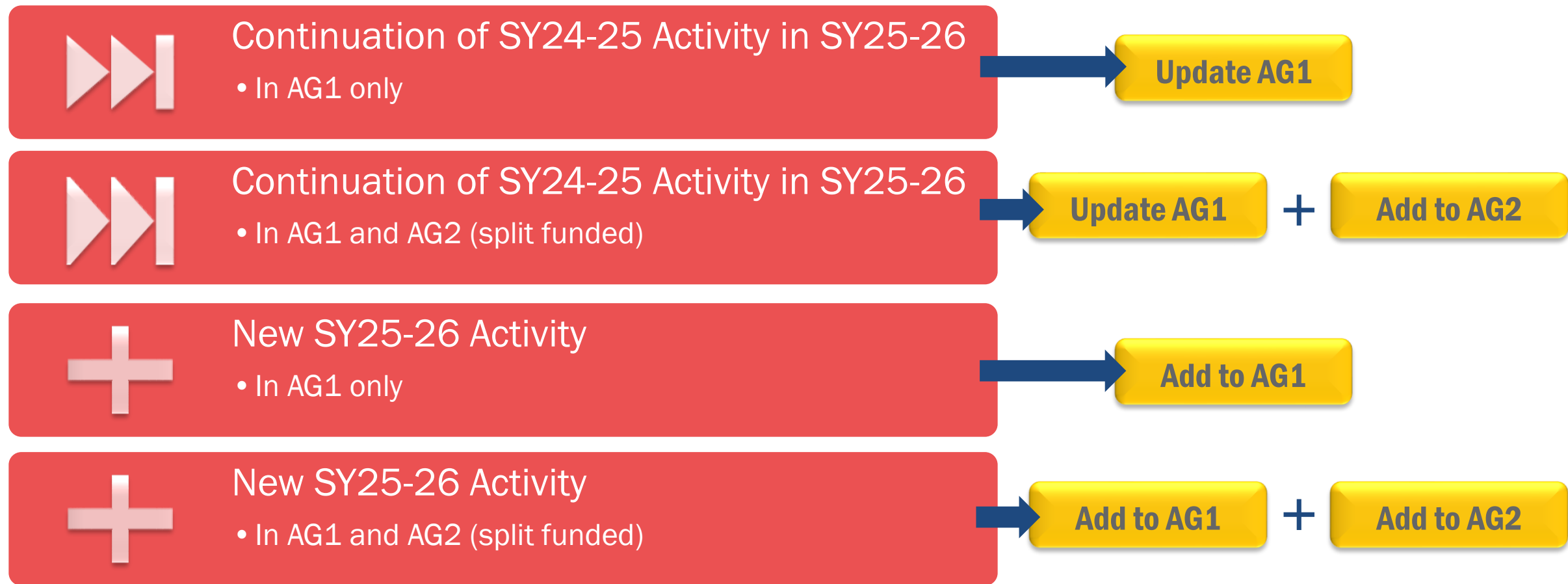
- **Step One:** Review completed 6/30/25 Quarterly Expenditure Report for each CRP grant program
- **Step Two:** Run a transaction report for each grant program and review required reserve expenditures, if:
 - All available funds are expended, and all required reserves are met – a final amendment is not needed for those specific CRP programs.
 - Available Funds Remaining and/or Unspent Required Reserves – continue to Step Three
- **Step Three:** “Free Up” remaining funds for SY 25-26 by revising budget lines to actual expenditure amounts
- **Step Four:** Create a program plan(s) for SY 25-26 to expend remaining funds, and meet required reserves, with aligned budget requests for:
 - continuations of approved activity plans
 - new activity plans
 - other program activities (e.g., private school activities)

Remember: Budget requests must be reasonable and necessary to support allowable activities.



Update Tips: Activity Plans

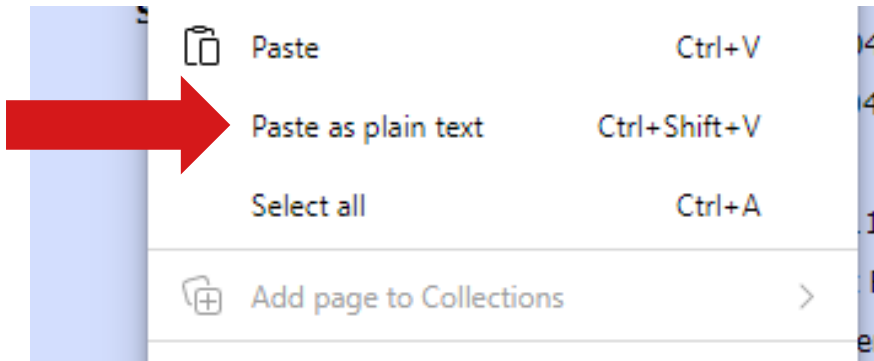
How do I know if I need a new activity plan OR if I can just update the current one?



Update Tips: Narratives

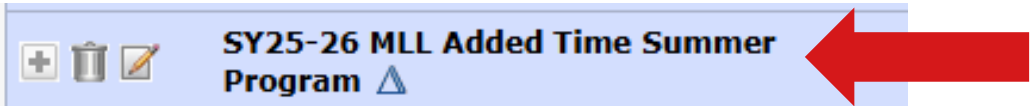
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Create narratives in word and copy as plain text into application



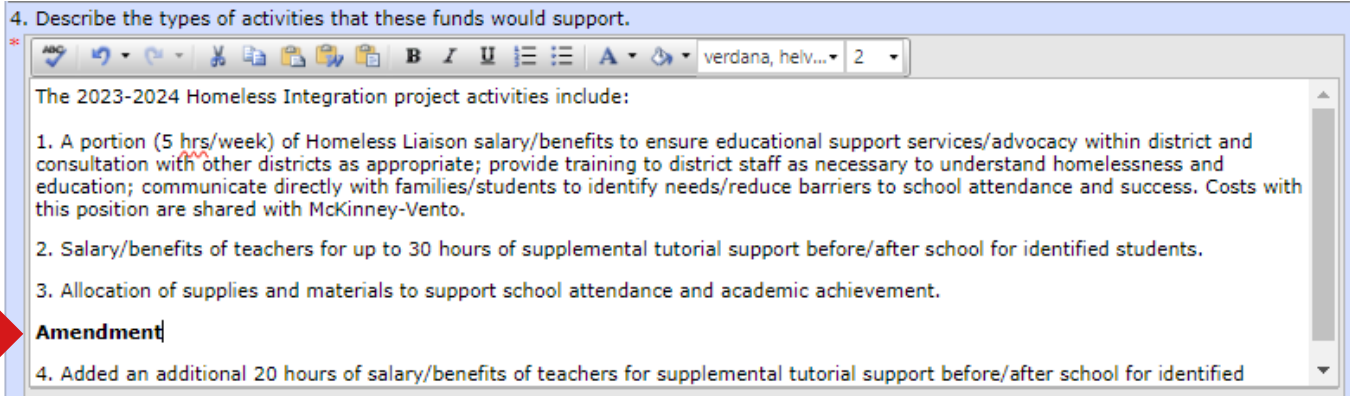
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Label new SY25-26 or Summer 26 activity plans



3

Update activity plan sections or narratives by adding the word "amendment" at the end of existing text followed by the new information



Update Tips: Budget

Label new budget requests by adding the time frame in the description line item: SY25-26 or Summer 26

4

Reserve:
Parent and Family Engagement
Cost Basis:
1 teacher X 15 hrs X \$45/hr
Description:
SY25-26 Stipend for Parent and Family PD Teacher at Horgan



Caution: LEAs are encouraged to spend down funds as soon as possible to avoid lapsing funds.



When revising the budget to actual, if no funds were spent, change amount to \$0.
Do not delete.

5

	LOC-BLDG	FTN	PRG	SUBJ	OBJ	JOB	FTE	AMOUNT ▲
  	01200	222	10	2000	53303	0000		\$0.00
	Reserve: Professional Learning							
	Cost Basis: Registration of National Conference = \$745.00							
	Description: PLTW National Conference							



LEA 9/30 Quarterly Expenditure Reporting

- Important to include all 9/30 obligations (encumbrances incurred including payroll accruals).
- Be mindful that LEAs FY25 CRP application may have contained up to three years of federal funding:
 - FY 23 (ended 9/30/24)
 - FY 24 (ended 9/30/25)
 - FY 25 (ending 9/30/26)
- RIDE uses 9/30 quarterly reporting by LEAs that is accurate and complete to verify an LEAs use of funds within the period of funding availability.
- This is important for calculating Title I Excess carryover and lapsing of funds across all CRP programs.

Where to Find AcceleGrants 1.0 FY 2025 Amendment Documents

AG1 2nd/Final Amendment Resources

Additional resources are posted in the *2nd / Final Amendment Section* of the AcceleGrants Document Library to support LEAs:

- [FY25 Final Amendment Cover Letter](#)
- [FY 2025 CRP Final Amendment – Quick Reference Guide](#)
- [FY 2025 CRP Final Amendment Guidance](#)
- [RIDE Federal Program Contacts by LEA](#)
- [FY 2025 Revised Final Allocations, by CRP Program](#)
- [FY 2025 Update Title IV-A Private School Proportionate Share Worksheet](#)
- [FY 2025 Title IV-A – 6/30/25 Special Expenditure Report](#)



Questions & Answers

