

ARRA Reporting Frequently Asked Questions



Edward G. Rendell, Governor ▪ Dr. Gerald L. Zahorchak, Secretary of Education

www.education.state.pa.us

The Pennsylvania Department of Education (PDE) has developed this document to serve as a reminder and guide. It is not meant to supersede any official instruction or guidance from OMB, USDE, PDE or any other governing body.

Revised April 16, 2010

Important point to remember about ARRA reporting:

ARRA Quarterly reporting is NOT a complete accounting or reconciliation of all ARRA funds. It is essentially after-the-fact disclosure on two important areas: Vendor Payments and Jobs Created/Retained. Generally, internal expenditures do not get reported on the ARRA Quarterly Reports. It is possible, depending on your organizations use of funds, that you could have no vendor payments, no jobs, or both. The end of the PAEdTrak Manual has guidance on how to submit reports when your organization has no Vendor Payments or Jobs data to report.

Requests for specific answers:

Please understand that we can NOT give you specific instruction on how to do your accounting and reporting. We can give you general guidance, and even some specific guidance, but not instruction. We cannot review your individual circumstances and make a judgment or decision about how you should proceed. Any guidance we offer is to help clarify and direct you to official resources NOT replace or supersede official guidance.

Q: This is the first quarter receiving ARRA funds. Where do I start?

A: Your central resource for ARRA reporting should be Pennsylvania Department of Education's ARRA site, found here:

http://www.portal.state.pa.us/portal/server.pt/community/american_recovery_and_reinvestment_act/17696

Under the *ARRA Reporting* link you will find an ARRA Overview, ARRA Reporting Basics, SFSF Quick Guides, and other helpful information.

Q: Where do I go for Help?

A: There are a number of resources available to you, depending on your question.

- For Help with Login and Security issues please submit a help request through our online support request form <http://remedyweb.state.pa.us/PDEWizard.jsp>
- For Help with PAEdTrak Application **after** login, e-mail ra-paedtrak-pde@state.pa.us
- For Help with ARRA 1512 Reporting requirements and questions, e-mail ra-stimulus-pde@state.pa.us

- General Help & Support:
http://www.portal.state.pa.us/portal/server.pt/community/department_information/7203/help_and_support/510956
- Contact Information: If you have general questions on the appropriate use of funds based on your program/award (Title I, IDEA, etc.), please contact your program administrator at PDE using our website, www.education.state.pa.us and select Contact Us.
- ARRA Information:
http://www.portal.state.pa.us/portal/server.pt/community/american_recovery_and_reinvestment_act/17696
- **Please Note:** PDE can NOT give institutions specific instruction on how to do your accounting and ARRA reporting. PDE can give general guidance, and even some specific guidance, but not instruction. PDE cannot review individual circumstances and make a judgment or decision about how you should proceed. Any guidance we offer is to help clarify and direct you to official resources NOT replace or supersede official guidance.

Q: Can I have a phone number for Tech Help or ARRA Reporting?

A: In order to accommodate the large number of requests for assistance, PDE is monitoring questions via e-mail. This allows PDE to answer your questions quickly since multiple people have access to the e-mail accounts. If your issue is truly more complicated than can be handled via e-mail, a PDE staff person will contact you via phone. It's surprisingly efficient and we generally get back very quickly, and don't have to transfer you a few times to get the right person.

Q: Where can I get more information on ARRA?

A: There are a number of resources available to you, depending on your question.

[Pennsylvania Department of Education](#)

[American Recovery and Reinvestment Act](#)

[ARRA Reporting](#)

[FAI Reporting](#)

[Basic Education Funding Overview & Contact](#)

[U.S. Department of Education Recovery Site](#)

[USDE ARRA 1512 Site](#)

[USDE SFSF Site](#)

[USDE Audit Guidance for SFSF Funds](#)

[USDE Guidance on the State Fiscal Stabilization Fund Program](#)

[White House Office of Management and Budget ARRA Site](#)

[M-10-08 \(Jobs Calculation Guidance as of 12/18/2009\)](#)

[OMB FAQs](#)

[American Recovery and Reinvestment Act of 2009](#)
www.recovery.gov
[Pennsylvania Association of School Business Officials](#)

Q: Do I have to report?

A: All entities that have received ARRA education funds must complete at least one quarterly ARRA report. Reporting is By Organization, By Quarter, By Award. Thus, institutions will submit one report for each quarter for each award (Title I, SFSF, IDEA 611, etc). Entities must complete ARRA Quarterly Reports until all funds are fully expended. Reporting is a condition of receiving Recovery Act funds and is required by Section 1512 of the Recovery Act law. Failure to report may jeopardize funding.

Q: I missed the Webinar- how can I watch the recording?

A: On March 17, 2010 PDE held a webinar on ARRA reporting. The webinar can be access via the <http://vclass.cciu.org/> website. On this site you go to the Recordings tab and select the March 17 date to find the ARRA webinar. From there click on the link to launch the webinar. You will then be promoted to login. Be sure you select “Guest”. Then enter your email and name. From there it should load. You can click on the “manually start the recording” link (in blue) if it does not launch automatically after about 1 minute. Additionally, the presentation (‘PASBO Presentation’) and other valuable resources can be found on [PDE’s ARRA Reporting Site](#).

Q: How do I submit reports to PDE?

A: Reporting is now being done through the PAEdTrak, a new application accessed through the PDE portal. The User manual for the PAEdTrak application has detailed instructions on how to use the PAEdTrak system. The manual is posted on the [PDE ARRA Reporting Website](#) or can be accessed by clicking the "Help" link when you are within the PAEdTrak application.

Q: Can we revise prior reports on eGrants?

A: Prior reports cannot be revised on eGrants. See [Policy to Disclose ARRA Data Deficiencies](#) on PDE’s ARRA Reporting page.

Q: How do I get access to PAEdTrak?

A: You must be a registered user on the PDE Education Portal to be assigned access to the PAEdTrak application. To access instructions on PAEdTrak set-up go to the PDE ARRA Reporting Website and click on the document titled "[PAEdTrak Security Setup](#)"

You can also access more information on PDE Portal security by going to the “Help & Support” link on the PDE home page, where you can find the PDE Portal Help File, ‘How to become an application user’. For additional questions on gaining access to the PAEdTrak application you can contact the PDE tech help desk at [PDE Home](#) → [Help & Support](#) → [Help Desk Support Form](#).

Q: I can't find the PAEdTrak on the PDE home page.

A: The PAEdTrak system is accessed through the PDE Portal. You log into the PDE Portal from the PDE website: www.education.state.pa.us. The top left of the home page has a "Log In" link under the "PDE Search" box.

You may need to follow the instructions to set up your access to the PAEdTrak System which can be accessed on the [PDE ARRA Reporting website](#).

Q: Am I set up to Report?

A: If you and/or those who wish to use the ARRA Reporting Application are able to go to [PDE Home Page](#) → [Login](#) (top left) → [My PDE](#) (bottom left) → [Applications](#) → [PAEdTrak](#) then you are set up.

If not, please contact the PDE tech help desk (they're quite good at helping with this) at [PDE Home](#) → [Help & Support](#) → [Help Desk Support Form](#).

Q: Can I see my prior quarter reports from eGrants on PAEdTrak?

A: PDE has not yet migrated the previous quarter reports made by LEAs over to the new PAEdTrak application from eGrants. However, you should be able to log into eGrants to review your previous quarter submissions.

Q: Who can complete the three verifications on the Institution Information page?

A: An Authorized Person must be authorized to prepare, sign, and submit ARRA data on behalf of their organization as well as approve other Users who will enter information and report using the PAEdTrak Usergroup. Who is 'authorized' at a given organization varies widely, and is based on number of factors, mostly unique to each organization. It is possible that one or more Users possess this same authority; therefore, any user could check the verifications and Confirm. It should be noted that PAEdTrak stores the UserID of the person who verifies the institution information.

Q: How do I change the DUNS number listed on the Institutional Information page?

A: The DUNS number for all entities was provided to us by Dun and Bradstreet so this should be the same DUNS number that the federal government has on file for your institution. It could be that the DUNS number showing on your Institution Information page is another, but still valid DUNS number for your institution that is just not used that often. If so, it is best to continue using the DUNS number we have on file for your ARRA reporting since this is what the federal government also has on file for your intuition.

If the DUNS we have on file is NOT a valid DUNS for your institution (many institutions have multiples – if unsure, please check out the Dun & Bradstreet www.dnb.com) then we will work to resolve this. Please confirm, then let us know if it indeed is not a valid DUNS by e-mailing us at ra-stimulus-pde@state.pa.us. **In the interim**, please continue with your reporting, noting for your records that your verification of Institution Information included notification to PDE of the DUNS number issue.

Q: What is “CCR”?

A: CCR refers to a federal requirement that all those institutions receiving ARRA funds be registered in the Central Contractor Registration (CCR). Many institutions received a federal grant before are already registered in this system. Other institutions may need to register. All institutions should check to be sure that they are registered in the CCR.

This process is completely outside of PDE, but a requirement and condition of receipt of ARRA dollars. This is mentioned in our materials on the PDE ARRA Reporting Site, and on the Institution Information page of the PAEdTrak. Unfortunately, PDE cannot assist with CCR registration as both the requirement and the process are completely outside of PDE; we are simply required to collect this information. You should go to www.ccr.gov to complete the process and for help.

Q: Where do I enter information about the Hold Harmless and the Up to/Including/Over 4.1% portions of my Basic Education Funding on the SFSF ARRA Quarterly Report?

A: School Districts are receiving State Fiscal Stabilization Funds (SFSF) as part of their Basic Education Funding. SFSF funds are generally being used for both the Hold Harmless and the Up to/Including/Over 4.1% portions of districts’ BEF. **For ARRA reporting purposes, there is no need to differentiate between Up to/Including/Over 4.1%.** All SFSF funds received should be reported on together on your ARRA quarterly reports.

Please also remember that ARRA Quarterly Reporting is NOT a complete reconciliation or accounting of funds. Generally, internal expenditures do not get reported on the ARRA Quarterly Reports.

If you need assistance making this distinction between the Hold Harmless and the Up to/Including/Over 4.1% portions of your district’s BEF for other purposes, here are some resources which may be of help:

- Accounting in the Pennsylvania Office of the Budget/Comptroller Operations, go to www.comptrolleroperations.state.pa.us.
- Division of Subsidy Data and Administration, Bureau of Budget and Fiscal Management, Pennsylvania Department of Education, go to [PDE Home Contact Us](#).
- For more information on the PA- PACT guidelines, go to [PDE homepage](#) à [Grants and Subsidies](#) à [PA PACT Information](#)

More information about the Basic Education Funding and the PA-PACT guidelines can be found on PDE’s website. Go to [PDE homepage](#) → [Grants and Subsidies](#) → [PA PACT Information](#).

For specific questions, please contact:

John F. Nau, Jr. | Division Chief
Bureau of Teaching and Learning Support
PA Department of Education
333 Market Street | Harrisburg PA 17105
Phone: 717.214.9391 | Fax: 717.783.3946

jnau@state.pa.us | www.education.state.pa.us

The mailbox for FAI payment and quarterly questions for BEF-SFSF is: ra-faiecs@state.pa.us

General School Finance Questions:

http://www.education.state.pa.us/portal/server.pt/community/school_finance/7307

Quarterly Reconciliation of Cash on Hand – Instructions:

http://www.education.state.pa.us/portal/server.pt/community/federal_programs/7374/due_dates_for_federal_programs_forms/507242

Final Expenditure Report

http://www.education.state.pa.us/portal/server.pt/community/federal_programs/7374/final_expenditure_reports/507161

Q: How are BEF-SFSF expenditures reported on the FAI Quarterly Reported?

A: Two expenditure amounts are reported on the FAI Quarterly Report: 1) expenditures from July 1, 2009 through March 31, 2010, and 2) estimated expenditures for April 2010. Although two funding source codes (988 and 989) are being used for PA-PACT reporting, the total expenditures (funding source 988 plus 989) are reported on the FAI Quarterly Report.

The mailbox for FAI payment and quarterly questions for BEF-SFSF is: ra-faiecs@state.pa.us

Q: How are wages paid with ARRA funds to be classified when submitting data for the Social Security Reimbursement subsidy?

A: Please note: This questions is unrelated to ARRA Quarterly Reports. However, for your convenience we have included the answer here.

Wages paid using ARRA State Fiscal Stabilization Funds or ARRA funds appropriated for IDEA Part B, preschool, age 3-5, are to be reported as NOT federally funded for the purposes of reporting wages for social security reimbursement. All wages paid from other ARRA sources shall be reported as federally funded.

---Source: Act 50 of 2009, Section 1722-J(13); 72 P.S. sec. 1722-J(13).

Q: Is there a non-supplant restriction on the ARRA SFSF Basic Education Funding allocations?

A: Please note: This question is unrelated to ARRA Quarterly Reports. However, for your convenience we have included the answer here.

SFSF funds are not subject to any federal supplanting prohibitions. However, SFSF funds are being used by Pennsylvania for Basic Education Funding and you should be aware of the guidelines set forth in the PA-PACT application for Basic Education Funding. More information about the Basic Education Funding and the PA-

PACT guidelines can be found on PDE's website. Go to [PDE homepage](#) → [Grants and Subsidies](#) → [PA PACT Information](#).

Q: How do I know if my district has to report on the ARRA IDEA 611 funds?

A: If your district has received a payment with ARRA IDEA funds from your IU then you will need to report. Because the money flows from PDE to the IUs first, PDE relies on the IUs to tell us which districts received ARRA funds this quarter. PDE granted access to ARRA IDEA 611 templates based on information from all IUs about which districts have received ARRA IDEA payments to date and will therefore need to report. Please check PAEdTrak for the ARRA IDEA 611 template. If your district does not have access to the template and you have received a payment of ARRA IDEA funds to date from your IU, let PDE know by sending an e-mail to ra-stimulus-pde@state.pa.us and we will investigate the problem.

Q: How do charter schools report on ARRA IDEA 611 funds?

A: Reporting on ARRA IDEA 611 funds charter schools receive is being done by the IUs. Charter schools will not submit reports directly to PDE on ARRA IDEA 611 funds. If you represent a charter school you should contact your IU to see if they need any information from your institution to complete the IU's ARRA IDEA 611 report.

Q: What do I submit if I have No Vendor Payments or Jobs to report?

A: It is possible that you have received ARRA education funds but may not have any Vendor Payments or Jobs to report, depending on the use of funds or the timing of expenditures. We strongly encourage you to read the guidance (see FAQ on PDEs ARRA Reporting Page for links) provided by OMB and USDE for definitions of Vendor Payments and Jobs created/retained. If indeed you have no Vendor Payments or Jobs, you must submit a report to acknowledge that you have received and reported on the ARRA funds. Answers on how to fill out and submit a template with no payments and jobs can be found in the FAQ section of the PAEdTrak User Manual, p 24-25 (on [PDEs ARRA Reporting Page](#)).

Q: What do you mean by "Number of Students Served"?

A: The number of students is not necessarily the entire district, or a building number, and number of students served has nothing to do with Vendor Payments or Jobs data reported. It is simply the number of students you estimate have been served, or 'touched' by the ARRA funds your LEA has received for this award, this quarter.

Q: What is a Vendor?

A: We strongly encourage you to read the guidance (see FAQ on PDEs ARRA Reporting Page for links) provided by OMB and USDE for definitions of vendors. Generally speaking, the definition excludes internal expenditures and operating costs, such as:

- Internal Billing
- Sub-agreement expenditures
- Petty Cash, or expenditures related to subject payments
- Personal Reimbursement

According to the Office of Management and Budget's June 22, 2009 guidance a vendor is defined as:

"a dealer, distributor, merchant, or other seller providing goods or services that are required for the conduct of a Federal program. Prime recipients or sub-recipients may purchase goods or services needed to carry out the project or program from vendors. Vendors are not awarded funds by the same means as sub-recipients and are not subject to the terms and conditions of the Federal financial assistance award.

The characteristics of a vendor that make it distinct from a sub-recipient are summarized below. A vendor:

- (1) Provides the goods and services within normal business operations;
- (2) Provides similar goods or services to many different purchasers;
- (3) Operates in a competitive environment;
- (4) Provides goods or services that are ancillary to the operation of the Federal program; and
- (5) Is not subject to compliance requirements of the Federal program."

The definition by OMB further states "Prime recipients or sub-recipients may purchase goods or services needed to carry out the project or program from vendors". The purchase of health care, public utilities, debt service payments, employee expense reimbursement and other similar expenses are not directly used to carry out the project or program, but are more of an administrative expenditure. They are NOT reported as Vendor Payments.

The OMB Guidance can be found here: [White House Office of Management and Budget ARRA Site](#)

Please understand – that the intent of the quarterly reporting is to disclose Vendor Payments to the public. If you are unsure of whether it is or is not a Vendor, report it as a vendor.

Q: What Vendor ID Number May I Use?

A: When reporting ARRA IDEA payments to districts or charter schools the number should be an AUN. For all others vendors, the Vendor Identification number is based on your records. We encourage you to use 'real' data from your records; you can reference it in the event we are asked for more information. In addition, the Vendor Number used on the Payments tabs should match the Vendor Number on the Vendor Jobs tab (if any). Beyond that, because of the many various systems institutions use, there are not any practical limitations on what constitutes an acceptable Vendor Number.

Q: Do I have to report Every Vendor Payment?

A: You must report ALL vendor payments in ARRA Reporting regardless of the amount. The \$25,000 threshold is only for vendor jobs. That is, if your LEA has made a payment of \$25,000 or more to a vendor then it should ask that vendor if any jobs have been created or retained according to the federal guidance on jobs calculation for ARRA.

Q: This is my first time reporting- how should I report Vendor Payments made before the current quarter?

A: You should report vendor payments that have actually been made (not anticipated). This could include payments made prior to the current quarter (that then were reimbursed with these ARRA funds) since this is the first time your LEA is reporting on these ARRA funds, but not vendor payments made after March 31, 2010.

Q: Do I have to ask every vendor about jobs I've paid over \$25k?

A: Yes. PDE established this guidance and you are instructed to follow it. For every individual vendor payment of \$25k or more, you should ask about vendor jobs.

Q: Do I really have to enter a Zip+4 for all my vendors? Why can't I just give a standard five digit zip code?

A: Unfortunately, the federal government requires that all vendors have a DUNS number OR a nine digit zip code. The data simply will not pass through to the federal government without this full nine digit zip code. This is not a new requirement. (Please note: this must be a valid nine digit zip code; you cannot simply add four zeroes or other random numbers to a five digit zip code. Full nine digit zip codes can be looked up at www.usps.com/zip4/)

Q: What is considered a job created/retained?

A: Jobs are defined as hours actually worked (not anticipated), and paid for with ARRA funds in the current quarter. If the hours worked were in a previous quarter, but paid for in the current quarter (reimbursed), then the hours are counted in this quarter – the quarter in which the hours were paid. This is a simplification, and complete guidance and links to further information can be found in the Jobs Quick Guide located on PDE's ARRA Reporting site.

Remember, in December the federal government changed the way jobs are calculated. Jobs are defined as hours actually worked (not anticipated), and paid for with ARRA funds in the current quarter. The calculation of jobs based on the "presence of ARRA funds" is not longer valid.

Q: Do I report salaries paid on the Vendor Payment Tabs?

A: Salaries paid are not vendor payments - they get calculated as Jobs. Remember that the ARRA quarterly reporting is NOT a complete accounting and reconciliation of all ARRA dollars. It's essentially public disclosure of Vendor Payments made, and Jobs Created/Retained. Generally, internal expenditures will not be reported on the ARRA Quarterly Reports.

ARRA funds paid on salaries do get reported as jobs created/retained expressed as FTE. No where will the actual amount be reported.

Q: If we are planning on using ARRA funds on healthcare costs is our healthcare provider considered a vendor?

A: Remember that the ARRA quarterly reporting is NOT a complete accounting and reconciliation of all ARRA dollars. It's essentially public disclosure of Vendor Payments made, and Jobs Created/Retained. Generally, internal expenditures- such as funds spent on health benefits- will not be reported on the ARRA Quarterly Reports. Please see the question "What is a Vendor" to determine if this fits your organization.

Q: How do I report on jobs and vendor payments that have funds received this quarter on salaries/vendor payments in prior quarters?

A: All entities that receive ARRA education funds must complete at least one quarterly ARRA report. Entities must complete a report in each quarter they received **or** expended any ARRA funds.

In short, you report wages paid with ARRA funds this quarter, regardless of when they were worked. So if you're reimbursing yourself for hours worked over three quarters, you would report that. For example, if you paid, in this quarter with ARRA funds, for hours actually worked (not anticipated), the FT salary of one person, for 3 quarters, that would be 3.0 FTE. This is a simplification, and complete guidance and links to further information can be found in the Jobs Quick Guide located on PDE's ARRA Reporting site.

The same logic applies for vendor payments. If you're now reimbursing yourself this quarter ARRA dollars for invoices from prior quarters, you report all of those vendor payments which were expended this quarter from ARRA funds.

Q: What does "Headcount" mean on the Jobs tabs?

A: The headcount is simply the number of staff people the ARRA funds have "touched" this quarter. That is, how many people (not FTEs) had all or part of their salaries paid for with ARRA funds.

Q: What is the difference between "Title I Regular" and "Title I Delinquent"?

A: Title I regular is the Title I funds received for Title I programs administered in Title I buildings within the district. Title I Delinquent is the funds an LEA may receive if they are providing Title I services to an institution for court-adjudicated youth (outside the district). Since you're asking, it is unlikely you are receiving Title I Delinquent funds. For more information, please contact their Regional Coordinator in the Division of Federal Programs – 717-783-2193.

Q: What if my institution does not get ARRA Title I Delinquent or ARRA IDEA 611 Preschool EI?

A: If you have received funding for only one sub-award, but the Award program contains multiple sub-awards, e.g. Title I Regular & Title I Delinquent, or IDEA School Age & IDEA Pre-School. This means you have no activity to report in the sub-award that you did not receive funding for. You will need to confirm this in the Quarterly Activities and Organization Jobs tabs of the sub-award you did not receive funding for on your award's Data Collection Report. To confirm this, you will enter N/A in the text description fields and 0 in the numeric fields on the first available row of the Quarterly Activities and Organization Jobs tabs for the sub-award that you did NOT RECEIVE funding for. The PAEdTrak manual has a FAQ section at the end that address how to submit reports with multiple tabs (Title I Regular and Delinquent and IDEA 611 School Age and Preschool).

Q: What is Total Amount of Contract/Award?

A: This is the total amount of the contract for which payment was made. Often, this will be the same amount as the Payment amount, because a single payment was made for all services. However, when a contract is paid in installments, the Payment and Total will differ. (E.g. School has a contract with XYZ, Inc. for \$3000, but makes 3 monthly payments of \$1,000. The entries for each will be \$1,000 Payment, and \$3,000 Total.)

Q: I have a Canadian Vendor- how do I enter the zip code for this vendor?

A: You have two choices:

- 1) They may have a US office, sales or other - you may use that.
- 2) Enter 12345-6789 and immediately send an e-mail to ra-paedtrak-pde@state.pa.us with information about your submission (AUN, Award, your name, Vendor name & Amt) the correct Canadian Zip, and they will manually change it after upload, and reply to you when corrected.

Q: How do I determine if Vendor is SDB? (Small or Disadvantaged Business)

A: In preparing your quarterly reports and trying to ascertain whether or not your contractor is a small and disadvantaged business, please try the instructions below to assist you in this process. (Please note: Typically, the PA Department of General Services (DGS) uses this process to identify minority- and women-owned businesses to provide a particular good or service, not to determine whether or not the business being used is minority- or women-owned after the goods or services have been provided. As such, we recognize that this may not be user-friendly and recommend that you contact your contractor to see if they are a recognized small and disadvantaged business.)

www.dgs.state.pa.us

- On right hand side of screen, Click open “Interested in Opportunities for Minority and Women Owned Businesses”
- Under “Online Database Searches” click open “MBE/WBE Database”
- Click “Code Look Up”
- Under “Category” choose goods or services (identify if you are seeking a DB that provides goods or services) then click “search”
- List generally the type of services (i.e. construction) under “Classification Description”
- Click “Search” then all codes related to your search will appear
- Click the code that matches the services or goods you are seeking to identify and all DBs that provide the types of services or goods you selected should be listed

If you need further assistance, please contact:

Bureau of Minority & Women Business Opportunities
Harrisburg: (717) 783-3119
Pittsburgh: (412) 442-5872
gs-bmwbo@state.pa.us

Q: Was there an update to the Infrastructure guidance for SFSF?

A: Yes, USDE added this to the guidance on April 2: "However, an infrastructure investment does not include "minor remodeling" as defined in 34 C.F.R. § 77.1(c)."

Q: I made an error on the report. Can I resubmit a corrected report?

A: Submitting a report again: Revise the Data Collection Template you previously saved with any necessary corrections. Follow the steps for Upload Reports, and submit the specific Data Collection report again. You are uploading the entire set of data within the Data Collection Template, not just the corrected data. The entire submission supersedes the prior submission. The PAEdTrak application makes sure that the data from your latest submission is processed and reported to the Federal Government. If you have questions or problems on the re-upload process, please can contact ra-paedtrak-pde@state.pa.us.

Important: If you are making corrections to your data AFTER the established collection period for the quarter is over (when you try to Upload but can't) you must contact PDE via ra-stimulus-pde@state.pa.us to be sure that your information properly reported to the Federal Government.

Q: What are the accounting codes?

A: See below. This can be found here:

http://www.portal.state.pa.us/portal/server.pt/community/accounting_information/18327

For questions or more information, please go to:

School Finance: http://www.portal.state.pa.us/portal/server.pt/community/school_finance/7307

or http://www.portal.state.pa.us/portal/server.pt/community/general_information/13470

ARRA
Revenue Codes and Funding Sources

Updated 4/19/2010

	Revenue Code	Funding Source
ARRA - IDEA, Part B	8701	981
ARRA - IDEA, Section 619	8702	982
ARRA - Title I, Parts A & D	8703	
ARRA Title I, Part A		983
ARRA Title I, Part D		992
ARRA - Title I, School Improvement	8704	984
ARRA - Title II, Part D - Education Technology	8705	985
ARRA - McKinney-Vento Homeless	8706	986
ARRA - National School Lunch Program Equipment	8707	987
ARRA - State Fiscal Stabilization Fund	8708	
Basic Education Funding up to the index		988
Basic Education Funding over the index		989
SFSF - Higher Education Institutions		990
ARRA - Head Start	8721	991
ARRA - Build America Bonds	8731	994
ARRA - Miscellaneous	8799	999
ARRA - IDEA Revenue Received as Pass Through	6833	
ARRA - IDEA, Part B Revenue Rec'd as Pass Through		981
ARRA - IDEA, Section 619 Revenue Rec'd as Pass Through		982
ARRA - WIA Revenue Received as Pass Through	6834	993
ARRA - Title I Revenue Received as Pass Through	6835	
ARRA - Title I, Part A Revenue Rec'd as Pass Through		983
ARRA - Title I, Part D Revenue Rec'd as Pass Through		992