

SWP REGIONAL FUNDS – LA REGION

LARC FISCAL AGENT UPDATES 03/07/2024

GUIDANCE ON 23/24 REALLOCATED FUNDS PROJECTS ENDING ON 03/31/2024

The end of term for 23/24 Reallocated Funds (Rounds 2-5) projects is **March 31, 2024**, no extensions will be granted.

- Reimbursements will not be issued for encumbrances posted after **March 31, 2024**.
- All items must be paid and delivered by the final invoice deadline, items must be reflected as expenditures on the detailed general ledger reports and backup documentation submitted on the Final Invoice due **April 30, 2024**.
- Purchase Orders, executed contracts, and/or additional documentation may be requested by the LARC Fiscal Agent Team to substantiate and justify reimbursement of final expenditures.
- Given that the 23/24 Reallocated Funds (Rounds 2-5) projects were entered in NOVA across SWP 1.0 & SWP 2.0 platforms, the LARC Fiscal Agent Team will submit NOVA fiscal reports on behalf of the colleges. **Note:** This only applies to the 23/24 Reallocated Funds (Rounds 2-5) projects.

LARC FISCAL DEADLINES AND REMINDERS

- Please ensure that your NOVA fiscal reports for 21/22 (Round 6) and 22/23 (Round 7) projects are up to date and that any object code budget modifications (if applicable) have been submitted. Click [here](#) to download the object code budget modification request template.

- FY 2023-24, Quarter 3 Budget Modifications (among object code categories) due on **March 29, 2024**.
- FY 2023-24, Quarter 3 Invoice for 22/23 (Round 7) Projects are due by **April 30, 2024**.
- FY 2023-24, Quarter 1-3 Invoice for 23/24 (Round 8) Projects are due by **April 30, 2024**.
- FY 2023-24, Quarter 3 FINAL invoice for 23/24 Reallocated Funds (Rounds 2-5) due on **April 30, 2024**.
- As a reminder, the invoice, the GL cover sheet, and the detailed general ledger (backup documentation) must all be uploaded to MS Teams in the same folder as the invoice submitted.
- 22/23 (Round 7) projects end on **June 30, 2024**. If your college will not fully spend your allocated project budget, please notify the LARC Fiscal Team as soon as possible, contact information below:

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- For other fiscal deadlines, please refer to the LARC Fiscal Year 2023-24 fiscal deadlines document click [here](#).