

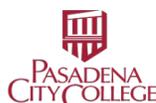
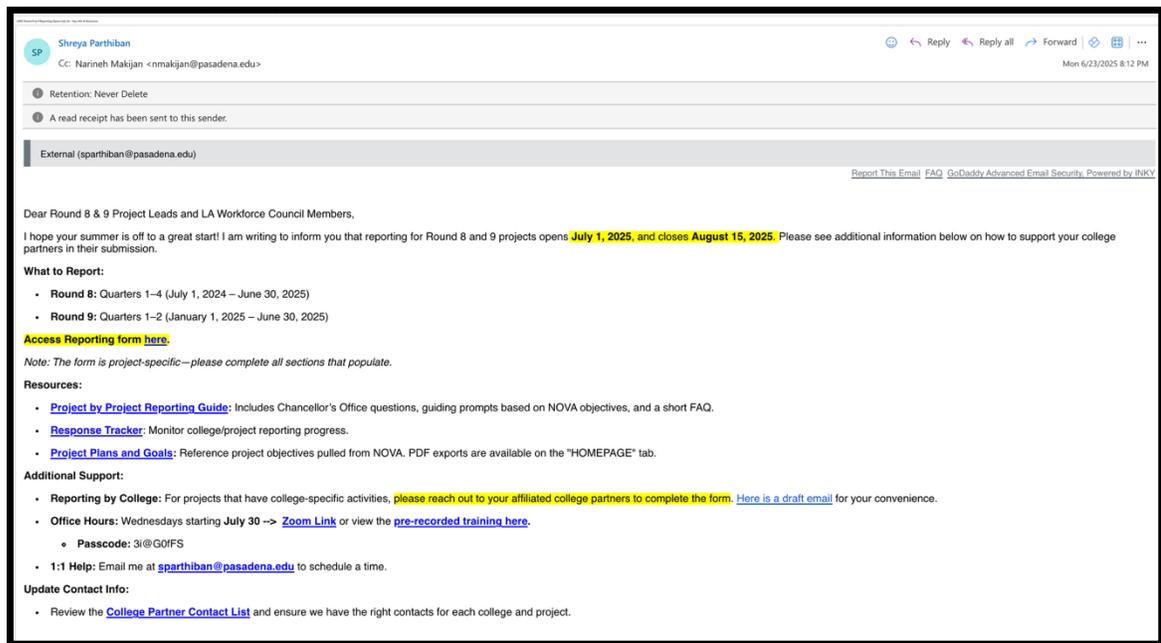
SWP REGIONAL FUNDS – LA REGION

LARC FISCAL AGENT UPDATES 07/10/2025

REMINDERS ON SWP REGIONAL ROUND 7 & ROUND 8 FUNDS

The end of term for the Round 7 (22/23 Reallocated Funds) and Round 8 (23/24) projects was **June 30, 2025**, no extensions will be granted.

- Reimbursements will not be issued for encumbrances posted after **June 30, 2025**.
- 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(s) due **July 31, 2025**.
- Purchase Order, executed contracts, and/or additional documentation may be requested by the LARC Fiscal Agent Team to substantiate and justify reimbursement of final expenditures.
- FY 2024-25, Quarter 4 NOVA Fiscal Reports must be submitted by **August 15, 2025**.
- The LARC Fiscal Agent Team will submit Final fiscal reports in NOVA on behalf of the LA-19 colleges. **Note:** The programmatic final report responses will be based on the information each college is providing on the LARC Bi-Annual Final Reports. Information and instructions on the LARC Bi-Annual reporting were sent by Shreya Parthiban, LARC Business Analyst on June 23, 2025 (screenshot below).



FY 2024-25 QUARTER 4 INVOICE TEMPLATES

Fiscal Year 2024/25 Quarter 4 provisional invoice templates for Round 7 (22/23 RF), 8 (23/24) & 9 (24/25) projects have been uploaded in each college's MS Teams folders. Please review your Q4 invoice templates and notify [Liza Saado](#), LARC Accountant if you notice any discrepancies. The Q4 invoices for the Round 7 & Round 8 projects will represent the Final invoice for those rounds of funding.

LARC FISCAL DEADLINES & REMINDERS

- FY 2024-25, Quarter 4 invoice templates for actual expenditures (April 1, 2025 – June 30, 2025) for all active rounds have been uploaded in each college's MS Teams folders.
- FY 2024-25, Quarter 4 invoices and backup documentation are due by EOD on **July 31, 2025**. Please ensure that the invoice, GL cover sheet and the detailed general ledger (backup documentation) are uploaded into the appropriate Invoice submissions MS Teams folders.
- FY 2024-25, Quarter 4 Object Code Budget Modification requests for all active rounds are due by **August 15, 2025**. Click [here](#) to access and download the object code budget modification request form template.
- FY 2024-25, Quarter 4 NOVA Fiscal reports for all active rounds are due by EOD on **August 15, 2025**.
- Project Budget Modifications (PBMs) to return Round 9 funds are due by **January 31, 2026**. The PBM process can be accessed [here](#).
- To access the LARC Fiscal Agent Fiscal Year 2025-26 Fiscal deadlines document click [here](#).

For additional fiscal guidance and resources, please visit the LARC SWP Fiscal webpage:
<https://losangelesrc.org/swp-cc/>