

## SWP REGIONAL FUNDS – LA REGION

LARC FISCAL AGENT UPDATES 01/08/2026

### LARC FISCAL AGENT TEAM UPDATES

Effective January 26, Liza Saado, LARC Accountant will be the primary contact for LARC Fiscal Agent related items while Alejandra Landa-Flores is on maternity leave. Alejandra is expected to return on April 1<sup>st</sup>. Please continue to include the full LARC Fiscal Agent team on all related communications during this time.

#### Direct Fiscal inquiries to:

- Dr. Narineh Makijan, LARC Regional Chair [nmakijan@pasadena.edu](mailto:nmakijan@pasadena.edu)
- Liza Saado, LARC SWP CC Accountant [esaado@pasadena.edu](mailto:esaado@pasadena.edu)
- Denise Cordova Vidrio, LARC K12 SWP Accountant [dmvidrio@pasadena.edu](mailto:dmvidrio@pasadena.edu)

#### Copy:

- Brigitte Norsworthy, Supervisor, Grant Accounting  
[brnorsworthy@pasadena.edu](mailto:brnorsworthy@pasadena.edu)

### FISCAL YEAR 2025-26 QUARTER 2 INVOICES

Fiscal Year 2025-26 Quarter 2 invoice templates for Round 9 (24/25) and Round 10 (25/26) have been uploaded to MS Teams and are ready for review and preparation. Round 10 (25/26) invoices will combine Quarter 1 and Quarter 2 and cover the period from July 1, 2025, through December 31, 2025.

The project budget amounts on your invoice template should match the amounts in your SWP Round 9 (24/25) and Round 10 (25/26) executed Participation Agreements. If you note any discrepancies, please contact [Liza Saado](#), LARC Accountant.

Invoices are due in MS Teams by end of day **Friday, January 30**. Please include encumbrance amounts to reflect spending progress and submit an invoice even if there were no expenditures (\$0).



## LARC FISCAL UPCOMING DEADLINES

- Round 9 & 10 Fiscal Year 2025-26 Quarter 2 invoices are due by **EOD January 30**.
- Project Budget Modifications (PBMs) to return Round 9 funds are due by **January 31, 2026**. The PBM process can be accessed [here](#).
- Fiscal Year 2025-26 Quarter 2 Object Code Budget Modification requests for Round 9 (24/25) and Round 10 (25/26) are due by **February 15, 2026**.  
[Object Code Budget Modification Guide link](#)  
[Object Code Budget Modification Request template link](#)
- FY 2025-26 Quarter 2 NOVA Fiscal Reporting for Round 9 (24/25) and Round 10 (25/26) projects are due by **February 15, 2026**.

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