

**SWP REGIONAL FUNDS – LA REGION**  
 Fiscal Year 2026-27 Fiscal Deadlines (06.09.2026)

Round (Funding Year)	Reporting Period	Invoice Due	NOVA Fiscal Reports Due	Budget Modifications Due
<b>Round 9</b> (24/25)	Fiscal Year 2025-26, Quarter 4 <b>FINAL INVOICE</b> 04/01/2026 – 06/30/2026	07/31/2026	8/15/2026	8/15/2026
<b>Round 10</b> (25/26)	Fiscal Year 2025-26, Quarter 4 <b>ACTUAL Expenditures</b> 04/01/2026 – 06/30/2026	07/31/2026	8/15/2026	8/15/2026
<b>Round 10</b> (25/26)	Fiscal Year 2026-27, Quarter 1 07/01/2026 – 09/30/2026	10/30/2026	N/A	N/A
<b>Round 10</b> (25/26)	Fiscal Year 2026-27, Quarter 2 10/01/2026 – 12/31/2026	01/29/2027	02/15/2027	02/15/2027
<b>Round 10</b> (25/26)	Fiscal Year 2026-27, Quarter 3 01/01/2027 – 03/31/2027	04/30/2027	N/A	N/A
<b>Round 10</b> (25/26)	Fiscal Year 2026-27, Quarter 4 <b>Provisional Expenditures only</b> 04/01/2027 – 06/30/2027	06/30/2027	N/A	N/A
<b>Round 10</b> (25/26)	Fiscal Year 2026-27, Quarter 4 <b>FINAL INVOICE</b> 04/01/2027 – 06/30/2027	07/30/2027	08/15/2027	08/15/2027

**Round 10 Project Budget Modifications:**

Project Budget Modification (PBM) requests occur when funds are returned and moved among college partners in an approved regional project. PBM requests for Round 10 (25-26) projects are due by **January 29, 2027**. The PBM process can be accessed [here](#).



### **Invoice Reminders:**

- Invoices must be submitted on a quarterly basis even though the NOVA fiscal reporting is on a bi-annual schedule.
- Starting in Fiscal Year 2024-25, colleges have been asked to include encumbrances in the quarterly invoice submissions to monitor spending progress. Encumbrances will be reported on the invoice but will not be paid.
- Invoices should be uploaded to the college's MS Teams "Quarterly Invoice Submissions" folder under the designated funding year sub-folder and in the appropriate reporting fiscal year. For example SWP RF 24-25 (Round 9) Fiscal Year 2025-26, Quarter 1 invoices would be uploaded into the "SWP RF 24-25" MS Teams folder, under the sub-folder "Invoices" □ "Invoice Submissions" □ "FY 25-26" using the following naming convention:

SWPR\_24-25\_Invoice\_College Name\_Q1\_FY25-26

- Complete invoices consist of the signed invoice, the GL cover sheet, and the detailed general ledger (backup documentation).
- If no expenditures occurred during the reporting period, colleges are still required to report encumbrances and submit a signed invoice with \$0 expenditures.
- Backup-documentation must be submitted for all expenditures. Annotate the detailed general ledger reports to indicate which project the expenditures are for if it is not clear from the budget report itself.
- Project expenditures will only be reimbursed up to the approved project budget amount. For example, if you have an approved project budget of \$50,000 and total expenditures of \$50,007 you will only be reimbursed up to the \$50,000.
- Invoices will be compared against NOVA Fiscal reporting during the Quarter 2 and Quarter 4 reporting periods. Any inconsistencies will result in non-payment of invoices until all expenditures are reconciled and required object code budget modification requests have been submitted and are approved by LARC Fiscal Agent Team.

### **Object Code Budget Modification Requests:**

- Object code budget modification requests are required when a college has surpassed the 10% threshold and/or is **adding** new budget categories or **deleting** budget categories within an approved project.
- Budget Modification requests are due every Quarter 2 (February 15th) and every Quarter 4 (August 15th) aligning with the Quarter 2 and Quarter 4 NOVA fiscal reporting deadlines.
- In NOVA, this is represented by a negative amount and red exclamation mark under the "Budget Remaining" column and the "Project Budget" column reflecting a \$0.

Click [here](#) to access and download the Object Code Budget Modification Request form.

Click [here](#) to access and download the LARC Object Code Budget Modification Guide.