

NORTHWEST TRI-COUNTY I.U. #5

EXCESS ACCESS FUNDS

Warren County School District

This agreement is entered into by Northwest Tri-County I.U. #5, hereinafter called the "IU" as the grantee, and Warren County School District, hereinafter called the "District", as the subgrantee or contractor.

The District hereby agrees and assures that:

- A. The development and execution of this agreement shall be in accordance with ACCESS guidelines and directives issued by the Department. This agreement shall be subject to the provisions of all pertinent Federal and Pennsylvania laws, regulations, and standards.
- B. The District shall comply with all terms and conditions outlined in ACCESS Guidelines included in this agreement as Attachment A.
- C. Funds are **\$12,714.39**.
- D. The District will maintain complete cost records of all expenditures made in association with this agreement, as well as employee, programmatic, statistical records and supporting documents; those records to be available for inspection by a representative of the IU or the auditing firm performing a Single Audit for the IU.
- E. The District will submit summary expenditure reports to the IU as the formal request for payment of funds.
- F. District will have a Single Audit performed in accordance with all applicable regulations. Upon completion, a copy of the Single Audit will be forwarded to the IU Business Office.
- G. Any final audit disallowances imposed on the IU resulting from its reimbursements to the District for expenditures under the contract shall be the responsibility of the District, and the District hereby agrees to reimburse the IU on a timely basis if any such costs are disallowed.
- H. The IU agrees to cooperate with the District in resolving any proposed disallowances the auditors of the District recommend as a result of audits, or any final audit disallowances imposed by the appropriate authorities, but the IU shall not be held liable by the District for such disallowed costs.

The IU agrees to the following:

- A. The IU agrees to make payment to the District for allowable expenditures up to **\$12,714.39**.
- B. Payment for above will be issued upon receipt of invoice(s) accompanied by a summary expenditure report from the District provided an appropriate level of funding has been received from PDE.

The undersigned authorized representative of the District hereby certifies that the District's Board of Directors has adopted the terms of this agreement and has authorized him/her to act in its behalf to enter into this agreement. The undersigned also hereby certifies that to the best of his/her knowledge, all information contained in this agreement and attachments are true and correct.

For District:

Superintendent

Date

For IU:

Acting

Executive Director

7-17-12

Date

ATTACHMENT "A"

Access Fund Requests

Access Fund requests must be filed on form PDE-352 and must be accompanied by a short narrative explanation of the planned uses of the withdrawn funds.

ACCESS funds may be used to enhance or expand special education services. They may not be used for capital improvements to property or to supplant a professional position

Allowable Expenditures

Assistive Communications devices for students
Repair of Assistive Communications devices
Computers for students, teachers, nurses, record keeping
Salaries and benefits for personnel or contracted services for ACCESS recordkeeping
Software for ACCESS recordkeeping
Software for IEP writing and child Count
Salaries and Benefits for Personal Care Assistants
Specialized Furniture for students
Furniture necessary for proper use of computers
File Cabinets for Special Education Records or ACCESS records
Portable Screens to section off rooms
Textbooks and Workbooks
Testing Materials
Training for staff including required First Aid and CPR courses
Portable improvements such as Portable Stair Climber
Copiers for Special Education Office
Class trip if it is an integral part of a planned course or behavior management plan
New personnel positions

If you have any questions concerning allowable expenditures, please call me at (717) 783-6877.

Judy Klebe