

FY26 Final Expenditure Report (FER) Instructions for CCEIS LEAs

1. LEAs with mandatory CCEIS set asides (original or carryover) must budget these funds in the ***FY27 IDEA CCEIS funding application***, not the ***FY27 Consolidated Funding Application (CFA)***. To facilitate a transfer of IDEA CCEIS funds from FY25 and FY26 Carryover, please provide the LEA's carryover amounts below. Once the FER is approved, the carryover amounts will be moved to the IDEA CCEIS funding application.
2. Navigate to the ***FY26 Consolidated Funding Application Final Expenditure Report*** in ePlan. Ensure that the funding application status is ***"FER Draft Started"***

Application Status:	FER Draft Started
Change Status To:	<u>FER Draft Completed</u> or <u>FER Cancelled</u>

3. Click on the page name ***FER CCEIS Carryover Details*** in the ***IDEA Requirements section***.

IDEA Requirements	
	IDEA Personnel Details - Systemwide Admin / Instruction & Support
	IDEA Personnel Details - School-level (6-21) - Teachers & Ed Assistants
	IDEA Personnel Details - School-level (6-21) - Other Positions (Nurses, Psychologists, etc.)
	IDEA Personnel Details - School-level (3-5) - Teachers & Ed Assistants
	IDEA Personnel Details - School-level (3-5) - Other Positions (Nurses, Psychologists, etc.)
	IDEA Private/Non-Public School Details
	General Purpose Special Education Budget
	Special Transportation
	State Special Education Expenditure Report
	IDEA Shared Related Documents
	Old SSEER
	FER CCEIS Carryover Details
	FER CCEIS Documents (if applicable)

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4. The checkbox at the top of the page has been **preloaded for LEAs with an FY26 CCEIS budget** – enabling responses on the page.
5. Enter the **LEA's carryover amounts** for the following subgrants in the table. If the **carryover balance is \$0.00**, or the grant is not applicable, please enter "0" into the row.
 - a. FY25 IDEA Part B
 - b. FY26 IDEA Part B
 - c. FY25 IDEA Preschool
 - d. FY26 IDEA Preschool

☒ The LEA had a CCEIS budget for FY26. This box is prechecked to activate this page for LEAs with CCEIS requirements in FY26.

LEAs with mandatory CCEIS set-asides (original or carryover) must budget these funds in the FY27 IDEA CCEIS funding application, not the Consolidated Funding Application. To facilitate a transfer of IDEA CCEIS funds from FY25 and FY26 Carryover, please provide the LEA's carryover amounts below. Once the FER is approved, the carryover amounts will be moved to the IDEA CCEIS funding application.

Enter the LEA's carryover amounts for the following subgrants below. If the carryover balance is \$0.00, or the grant is not applicable, please enter "0" into the row.

FY25 IDEA Part B	* \$	0.00
FY26 IDEA Part B	* \$	
IDEA PART B TOTAL	\$	0.00
FY25 IDEA Preschool	* \$	0.00
FY26 IDEA Preschool	* \$	
IDEA PRESCHOOL TOTAL	\$	0.00

Please provide the following documents as evidence for the carryover amounts listed.

Type	Document Template	Document Link
(CFA IDEA) 141 Statement of expenditures "only for CCEIS" (required after July 1) [Upload at least 1 document(s)]	N/A	Upload New
(CFA IDEA) 142 Statement of expenditures "only for CCEIS" (required after July 1) [Upload at least 1 document(s)]	N/A	Upload New

6. **Grant totals** are **auto-calculated** from the page responses. **Ensure** that these totals are **correct** and **align with the supporting documentation**.
7. **Upload** supporting documents (141 and 142 Statement of Expenditures)
8. Click **Save** and **Go To** and then Navigate to the Carryover page.
9. Identify the grants where the LEA has CCEIS carryover.
10. Ensure that the LEA has excluded **CCEIS carryover totals** from the applicable grants on the Carryover page.
11. Check the **"Acknowledge Carryover Less than Amount Eligible"** box for the applicable grants.
12. Click **Save** and Go To and return to the Sections page.
13. Ensure that the validations column for the **FER CCEIS Carryover Details** page is clear.

Example:

Apple School District has **\$100,000** in IDEA Part B carryover. Of this amount:

- **\$20,000** is from the LEA's FY25 IDEA Part B award.
- **\$80,000** is from the LEA's FY26 IDEA Part B award.

Within the total IDEA Part B carryover, **\$15,000** is attributable to the LEA's IDEA CCEIS set-aside. Of the IDEA CCEIS carryover:

- **\$5,000** is from the FY25 IDEA CCEIS set-aside.
- **\$10,000** is from the FY26 IDEA CCEIS set-aside.

On the **FER CCEIS Carryover Details** page, the LEA enters:

- **FY25 IDEA Part B:** \$5,000
- **FY26 IDEA Part B:** \$10,000

ePlan automatically calculates the total IDEA Part B CCEIS carryover as **\$15,000**. After verifying that the amount is correct, the LEA clicks **Save and Go To** and navigates to the **Carryover** page. On the Carryover page, the LEA confirms that all IDEA Part B expenditures are accurate and that **\$100,000** remains available in the budget. Because **\$15,000** of the carryover is restricted for IDEA CCEIS activities, the LEA enters **\$85,000** in the **Amount to Carryover** field for IDEA Part B. The LEA then selects the checkbox in the **Acknowledge Carryover Less than Amount Eligible** column to acknowledge that the carryover amount is less than the total amount eligible to be carried over.