

Date: July 10, 2026

Subject: Fiscal Period for Reimbursement Requests

This notice is to inform you of a change to the Reimbursement Request process in ePlan, effective immediately. This change will apply to all requests, including those for FY26 and FY27.

Previously, a “Fiscal Information As Of” date was required to be entered on the Request page. Now, a “**Fiscal Period**” must be entered, including a “Begin Date” and an “End Date”.

Payment Details	
General Information	
Project Number	27-572-830000
C.F.D.A. Number	84.010A
Reimbursement Request #	1
Voucher Number	
Fiscal Summary	
Allocation	\$5,727,227.60
Available Budget	\$5,727,227.60
Fiscal Period	Begin Date: 07/01/2026 End Date: 07/15/2026
Cash Received	\$0.00
Total Cash Basis Expenditures	\$10,251.00
Cash Balance On Hand	(\$10,251.00)
Cash Available	\$5,727,227.60
Total Amount Requested	\$10,251.00

- The Fiscal Period is the period of **liquidation** for expenditures included in the current request.
- The Fiscal Period cannot begin before July 1 or end after June 30 of the fiscal year.
- The Begin Date is the first date of liquidation for expenditures included in the request.
- The End Date is the last date of liquidation for expenditures included in the request.
- **Requests submitted after the obligation deadline**
 - **FY26 reimbursement requests**
 - Enter June 30 as the End Date for requests that include any expenditures liquidated after the obligation deadline of June 30.
 - Enter June 30 as the Begin Date and the End Date for requests in which all expenditures were liquidated after the obligation deadline of June 30.
 - **FY27 reimbursement requests using Expiring Funds**
 - After September 30, submit requests to be funded by Expiring Funds separately from other requests.
 - Enter September 30 as the End Date for these requests that include any expenditures liquidated after the obligation deadline of September 30.
 - Enter September 30 as the Begin Date and the End Date for these requests in which all expenditures were liquidated after the obligation deadline of September 30.

Examples of Fiscal Period Begin Date and End Date

Request	Fiscal Year	Funding Source	First Date Expenditures Liquidated	Last Date Expenditures Liquidated	Date Request Submitted	Fiscal Period Begin Date	Fiscal Period End Date
1	2026	Grant A	5/15/2026	6/15/2026	7/10/2026	5/15/2026	6/15/2026
2	2026	Grant B*	7/1/2026	7/15/2026	7/16/2026	6/30/2026	6/30/2026
3	2027	Grant C	8/1/2026	8/31/2026	9/15/2026	8/1/2026	8/31/2026
4	2027	2025 Expiring Grant Funds**	10/1/2026	10/25/2026	10/31/2026	9/30/2026	9/30/2026

*These expenditures were obligated on or before 6/30/2026.

**These expenditures were obligated on or before 9/30/2026.

Please contact your [Regional Finance Consultant](#) with any questions.

Thank you,

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