School Business Services

North Carolina Department of Public Instruction

NCDPI

January 8, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage

Cash Deadline for Upcoming Holiday - All PSUs

For the Funds Requirement Date (FRD) of Friday, January 23, 2026, the cash request cut-off date and time is the state and federal holiday of Monday, January 19, 2026, at 11:45 PM. PSUs do not need to wait until the day of the cut off to request cash.

There should be more than one person subscribed to the PSU Cash Application who can request cash. For cash inquiries, please contact CashMgt@dpi.nc.gov.

Allotments Update

FY2025-26 Allotments - LEAS

The following items are scheduled for allotment this week:

- PRC 0073 – School Connectivity allotments per the Office of Digital Learning and School Connectivity
- PRC 0088 – Feminine Hygiene Grant Program allotments per the Office of Teaching and Learning
- PRC 0120 – LEA Financed Purchase of School Buses – LEA Payments per the Office of District Operations
- PRC 0256 – CTE Home Building Grants per the Office of Career and Technical Education
- State Children with Disabilities Approvals as of 12/17/25
    - PRC 0063 – CWD Special Funds
    - PRC 0089 – CWD Special State Reserve

- Federal IDEA Approvals as of 12/17/25

    - PRC 0049 – IDEA - Section 619 Preschool Grants
    - PRC 0060 – IDEA - Section 611 Grants to States

- PRC 0082 – IDEA Special Education State Improvement Grant

PRC 0032 Children with Disabilities Headcount Transfers

CWD Headcount Transfers are still under review and should be allotted by Friday, January 16th.

PRC 0046 Third Grade Teacher Bonus Allotments

The bonus detail information can be found in the DART PSU report: ALL046 - 3rd Grade Reading Bonus Allotment Report.

Per the allotment policy, these bonuses are payable in January to qualifying teachers who remain employed teaching in the same LEA or public school from the school year the data is collected until January 1 of the school year that the bonus is paid.

For additional information please refer to the associated FAQ document posted to the Compensation section of our What's New page.

January Deadlines

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday January 16th**. Email-submitted transfer and conversion requests received by end of day Tuesday, January 20th will be allotted by January 23rd.

If you have general allotment questions, please email allotments@dpi.nc.gov.

From the Office of School Facilities - LEAs Only

January PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests

Monthly distribution requests for PSBCF, PSBRRF, and NBPSCF lottery revenue for Capital Projects are due by **January 26, 2026**. Signed request forms and questions about lottery capital funds should be directed to Dennis Hilton, PE, via email: dennis.hilton@dpi.nc.gov

QUARTERLY REPORTS -- K-12 Facility Grants (SCIF Grants / FY21-22)

Recipients of K-12 Facility Grants (SCIF Grants / FY21-22) are required to submit Quarterly Financial and Performance Reports (with supporting documentation) within 10 days following the end of each fiscal quarter. Reports are due by **January 10, 2026** for the most recent fiscal quarter ending on December 31, 2025. Grant recipients that have not already done so, please submit reports using the form located on the Capital Funding page of the School Planning website: SCIF Quarterly Report. Completed reports should be emailed to Nathan Maune at nathan.maune@dpi.nc.gov

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024

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School Business Services

North Carolina Department of Public Instruction

NCDPI

January 15, 2026

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FBS Homepage

Cash Deadline for Upcoming Holiday - All PSUs

For the Funds Requirement Date (FRD) of Friday, January 23, 2026, the cash request cut-off date and time is the state and federal holiday of **Monday, January 19, 2026, at 11:45 PM.** PSUs do not need to wait until the day of the cut off to request cash.

There should be more than one person subscribed to the PSU Cash Application who can request cash. For cash inquiries, please contact CashMgt@dpi.nc.gov.

Allotments Update

FY2025-26 Allotments - PSUs

The following items are scheduled for allotment this week:

- Federal Allotment Approvals-to-date
    - PRC 0110 - Title IV, Part B - 21st Century Community Learning Centers

January Deadlines

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday January 16th**. Email-submitted transfer and conversion requests received by end of day Tuesday, January 20th will be allotted by January 23rd.

If you have general allotment questions, please email allotments@dpi.nc.gov.

IRS Mileage Rates Increase

Effective January 1, 2026, the Internal Revenue Service (IRS) has established new mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical, or moving purposes. The business standard rate for the use of a car (also vans, pickups, or panel trucks) increased from 70 cents per mile to 72.5 cents per mile. Accordingly, and pursuant to G.S. 138-6(a)(1), OSBM will adjust the allowable rate of reimbursement for travel by officers and employees on official state business. They will not publish any notifications of the new rates beyond what has been posted by the IRS on their website.

In 2022, the Travel Policies and Regulations section (5.2.13) of the State Budget Manual was updated to reflect that unless otherwise specified, OSBM will adopt new IRS mileage rates effective January 1 of each calendar year. In accordance with an agency's policies, a state employee shall be reimbursed at a rate that does not exceed the business standard mileage rate set forth by the IRS. Agencies are advised to visit the IRS website to confirm the annual mileage reimbursement rates on or before January 1 of each year.

Agencies can find additional information regarding IRS standard mileage rates on the IRS website, OSBM's website, or OSBM's Budget Manual section 5, Travel Policies. If you have specific questions regarding these changes, please contact your OSBM Budget Execution Analyst.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

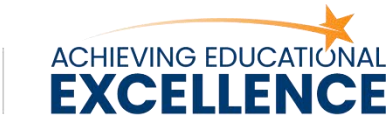
DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
01/16/2026	ABC Transfers	01/08/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
01/26/2026	January PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests	01/08/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

January 23, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage

Cash Update: 2nd Zero Out Process - LEAs Only

Starting in January, FBS will implement a second zero-out to pull back cash that was received for unauthorized expenditures that exceeded the allotments, according to the MFR report from the end of the previous month. LEAs with cash pulled back during this period will need to execute journal entries to move those expenditures before their next MFR submission.

PSUs can view their funds to be pulled back using the "108. State PRCs - Reported Expenditures Greater Than Allotments Report" on SBSDART. Please note that this process does not apply to position allotments, other guaranteed allotments, or allotments that are separately requested in the PSU cash application. The report also does not include encumbrances; it only uses expenditures. It also does not include PRCs that currently do not have an allotment.

To assist PSUs FBS has prepared an FAQ, which has been posted to our What's New page. A date for the December zero-out has not been chosen at this time; however, we will alert LEAs when to expect it via our newsletter.

For cash inquiries, please contact CashMgt@dpi.nc.gov.

Salary Audit Exceptions 2026 - LEAs Only

Please review the Overpayment report under the Exceptions menu in LicSal. Note that this year only overpayments are showing on the salary audit report. In addition, this report is now year to date (YTD) based on the number of days employed and the YTD amount paid. Please note that if a salary audit exception was showing in a previous pay period but is no longer showing, DPI considers that salary audit exception cleared, and no additional action needs to be taken regarding the previous pay period. We appreciate your early and frequent review of the salary audit report so that we can work with you to clear exceptions before year end.

Reminder About Inclement Weather Closures

In response to your questions about instructional days and inclement weather, please note the following. Additional information is in the School Attendance and Student Accounting Manual (SASA).

School Closings and Instructional Time

Be sure to follow your PSU's Inclement Weather/Emergency Closure policies in addition to these reminders.

- If school is closed in advance of inclement weather (school closed the day before), follow your PSU's plan for making up missed days.
- If school is closed early due to inclement weather, the day and the scheduled amount of instructional hours count toward the required minimum number of days and instructional hours.
- If school buses are in route to schools when school is canceled for the day, then the day and instructional hours scheduled for that day will count toward the required minimum.

Use of Remote Instruction During School Closings

PSUs with Remote Learning Plans filed with the Office of Digital Teaching and Learning may use remote instruction according to the following:

- A public school unit in a county that has received a calendar waiver may use up to 15 remote instructional days or 90 remote instructional hours.
- All other public school units may use up to five remote instruction days or 30 remote instruction hours.

Inclement Weather Make-Up Days

A local board may revise the previously-scheduled closing date of a school or PSU if necessary to comply with the minimum requirements for instructional days or instructional time. Make-up days may not be held on Sundays. The revised closing date for students shall be no later than June 30.

SIS Guidance

The NCSIS team has provided refreshers on updating these changes in the SIS.

- How to Adjust an Instructional Day in NCSIS
    - Inclement Weather/Emergency Closure

Staff and Teacher Leave

PSUs may not forgive time not worked by staff due to inclement weather. If school is closed to both employees and students, a teacher shall work on the scheduled make up days. If students are not required to attend school during inclement weather but employees are required to report for a workday, a teacher may take an annual vacation day or make up the day by the end of the fiscal year. For more information, please see the Benefits and Employment Policy Manual and G.S. 115C-302.1(c).

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov

Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024

LEAs

DUE DATE	TOPIC	NEWSLETTER
01/26/2026	January PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests	01/08/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

January 29, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage

Cash Update: 2nd Zero Out Process - LEAs Only

FBS has pushed back the implementation of the second zero out process until February for the expenditures reported in the January datafiles. A date has not been chosen at this time; however, we anticipate it being around the 15th, following the completion of the first zero-out. We will alert LEAs when a date is chosen via our newsletter.

As a reminder, the second zero-out will pull back cash that was received for unauthorized expenditures that exceeded the allotments, according to the MFR report from the end of the previous month. LEAs with cash pulled back during this period will need to execute journal entries to move those expenditures before their next MFR submission. To assist PSUs, FBS has prepared an FAQ which has been posted to our What's New page.

PSUs can view their funds to be pulled back using the "108. State PRCs - Reported Expenditures Greater Than Allotments Report" on SBSDART. Please note that this process does not apply to position allotments, other guaranteed allotments, or allotments that are separately requested in the PSU cash application. The report also does not include encumbrances; it only uses expenditures. It also does not include PRCs that currently do not have an allotment.

Please contact CashMgt@dpi.nc.gov with any questions.

Allotments Update

FY2025-26 Allotments - All PSUs

The following items are scheduled for allotment by February 5, 2026

- PRC 0032 Children with Disabilities Headcount Transfers
- PRC 0036 Charter School Transportation Grants

- Federal Allotment Approvals-to-Date
    - PRC 0105 - ESEA Title I, Part A - School Improvement - 1003(A) Funds
    - PRC 0115 - ESEA Title I-School Improvement-Competitive Funds

Additional GY25 Allotments

As a result of reconciliations at the state level, this year's reallocations of federal funds will be larger than in past years. These funds will be allotted in GY25 in most federal PRCs, beginning around February 6th and continuing for several weeks. Please take this opportunity to review your Grant Year accounting to be sure that you are prioritizing the spending of GY25 funds before the expenditure of GY26 funds.

Deadlines

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday February 13th**. Email-submitted transfer and conversion requests received by end of day Tuesday the 17th will be allotted on or before February 20th.

If you have general allotment questions, please email allotments@dpi.nc.gov.

From the Office of School Facilities

February PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests - LEAs Only

Monthly distribution requests for PSBCF, PSBRRF, and NBPSCF lottery revenue for Capital Projects are due by **February 24, 2026**. Signed request forms and questions about lottery capital funds should be directed to Dennis Hilton, PE, via email: dennis.hilton@dpi.nc.gov

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Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

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Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024

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February 5, 2026

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FBS Homepage

FY 2026-27 Federal Education Appropriations Bill Becomes Law

P.L. 119-75 was signed into law by the President on Tuesday, February 3, 2026. The bill includes federal appropriations for GY 27 federal PRCs. Initial analysis indicates that no current PRCs were eliminated and most PRCs will be funded at a flat amount. School Business will have more information about GY 27 federal planning allotments in coming months, but given the uncertainty of the funds, we wanted to share this news.

BUD Entries within DPI's General Ledger ended June 30, 2024 - LEAs Only

As a reminder, DPI stopped processing BUD entries within DPI's general ledger as of June 30, 2024.

When DPI receives your monthly data files, we post your MFR data files to DPI's general ledger except for invalid account codes. We suggest that you review your LEA's general ledger to the MFR file that is posted in the DART Report 107.MFR Full Details and make sure the totals match. We also have the DART Report 106. PSU Monthly Financial Report - All Reporting Periods.

If you have questions, please email schoolfinancialreporting@dpi.nc.gov.

Allotments Update

FY2025-26 Allotments - All PSUs

The following items are scheduled for allotment by February 12, 2026

- PRC 0016 Summer Reading Camps Allotment
- Federal Grant Year 2025 Supplemental Allotments
    - PRC 0017 - Career and Technical Education - Program Improvement
    - PRC 0049 - IDEA - Section 619 Preschool Grants

    - PRC 0060 - IDEA - Section 611 Grants to States

- Final reversions of expired federal funds

CTE Position Allotments

In August 2025, the Department of Public Instruction communicated with PSU finance officer regarding the variance between posted planning allotments and the initial allocations for Career and Technical Education (CTE) positions.

Following the complete dispersal of funds and a comprehensive assessment of budget availability, DPI's School Business Services is able to allocate additional CTE positions to be consistent with prior year CTE teacher ratios. These funds will be released as supplemental positions to PRC 013 CTE no later than Friday, February 6, 2026.

Deadlines

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday February 13th**. Email-submitted transfer and conversion requests received by end of day Tuesday the 17th will be allotted on or before February 20th.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Reminder About Inclement Weather Closures

In response to your questions about instructional days and inclement weather, please note the following. Additional information is in the School Attendance and Student Accounting Manual (SASA).

School Closings and Instructional Time

Be sure to follow your PSU's Inclement Weather/Emergency Closure policies in addition to these reminders.

- If school is closed in advance of inclement weather (school closed the day before), follow your PSU's plan for making up missed days.
- If school is closed early due to inclement weather, the day and the scheduled amount of instructional hours count toward the required minimum number of days and instructional hours.
- If school buses are in route to schools when school is canceled for the day, then the day and instructional hours scheduled for that day will count toward the required minimum.

Use of Remote Instruction During School Closings

PSUs with Remote Learning Plans filed with the Office of Digital Teaching and Learning may use remote instruction according to the following:

- There is no lawful code that combines teacher workdays (optional or mandatory) with remote instruction.
- A public school unit in a county that has received a calendar waiver may use up to 15 remote instructional days or 90 remote instructional hours.
- All other public school units may use up to five remote instruction days or 30 remote instruction hours.

Inclement Weather Make-Up Days

A local board may revise the previously-scheduled closing date of a school or PSU if necessary to comply with the minimum requirements for instructional days or instructional time. Make-up days may not be held on Sundays. The revised closing date for students shall be no later than June 30.

SIS Guidance

The NCSIS team has provided refreshers on updating these changes in the SIS.

- How to Adjust an Instructional Day in NCSIS
    - Inclement Weather/Emergency Closure

Staff and Teacher Leave

PSUs may not forgive time not worked by staff due to inclement weather. If school is closed to both employees and students, a teacher shall work on the scheduled make up days. If students are not required to attend school during inclement weather but employees are required to report for a workday, a teacher may take an annual vacation day or make up the day by the end of the fiscal year. For more information, please see the Benefits and Employment Policy Manual and G.S. 115C-302.1(c).

February State Board Meeting Update - All PSUs

The NC State Board of Education (SBE) approved the changes to the NC Public School Personnel Salary Manual below during its monthly meeting. The adjustments will be made in the manual and posted to our What's New webpage this week.

- Daily Rate of Pay – The daily rate of pay calculation for school administrators has changed from a variable number of days per month to 261 days per year. This number will be updated annually.
- Audiologists – Adjusted degree requirement to Doctorate for school audiologists to comply with G.S. 90-295(b). Audiologists that obtained a Masters before October 1, 2007 are exempt.
- School Nurses – Adjusted requirements for School Nurses to align with School Nurse Rule (16 NCAC 06C .0110).
- Hurricane Helene Absence Codes – PSUs were given the authority in 2024-25 to deem days complete that were missed due to Hurricane Helene. Those absence codes have been removed for the current and future fiscal years.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER

Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
02/13/2026	ABC Transfers	01/29/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
02/24/2026	February PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests	01/29/2026

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School Business Services

North Carolina Department of Public Instruction

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February 12, 2026

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FBS Homepage

Cash Update: 2nd Zero Out Process - LEAs Only

FBS will process the second zero out on Monday, February 16 for the expenditures reported in the January datafiles.

As a reminder, the second zero-out will pull back cash that was received for unauthorized expenditures that exceeded the allotments, according to the MFR report from the end of the previous month. LEAs with cash pulled back during this period will need to execute journal entries to move those expenditures before their next MFR submission. To assist PSUs, FBS has prepared an FAQ which has been posted to our What's New page.

PSUs can view their funds to be pulled back using the "108. State PRCs - Reported Expenditures Greater Than Allotments Report" on SBSDART. Please note that this process does not apply to position allotments, other guaranteed allotments, or allotments that are separately requested in the PSU cash application. The report also does not include encumbrances; it only uses expenditures. It also does not include PRCs that currently do not have an allotment.

Please contact CashMgt@dpi.nc.gov with any questions.

Cash Deadline for Upcoming Holiday - All PSUs

For the Funds Requirement Date (FRD) of Friday, February 20, 2026, the cash request cut-off date and time is the federal holiday of **Monday, February 16, 2026, at 11:45 PM**. PSUs do not need to wait until the day of the cut off to request cash.

There should be more than one person subscribed to the PSU Cash Application who can request cash. For cash inquiries, please contact CashMgt@dpi.nc.gov.

Daily Rate of Pay – School Administrators

Please note that the change to the salary manual at this month's state board meeting was meant to communicate how the daily rate of pay is currently being calculated in the LicSal system for principals. Impacts on annual leave payout were not considered. For the rest of this fiscal year, please continue your annual leave payouts according to current practice.

DPI intends to review this policy and make changes effective July 1, 2026 so that annual leave payouts will be consistent with Office of State Human Resources (OSHR) policy.

A reminder as well that G.S. 115C-302.1(b) states that: "Notwithstanding this subsection, the term "daily rate of pay" for the purpose of G.S. 115C-12(8) or for any other law or policy governing pay or benefits based on the teacher salary schedule shall not exceed one twenty-second of a teacher's monthly rate of pay."

Allotments Update

FY2025-26 Allotments - All PSUs

The following items are scheduled for allotment by February 17, 2026

- Federal Grant Year 2025 Supplemental Allotments
    - ESEA Title I Grants – PRCs 0050, 0051, & 0115
    - ESEA Title II Grant – PRC 0103
    - ESEA Title III Grants – PRCs 0104 & 0111
    - ESEA Title IV Grants – PRCs 0108 & 0110
    - ESEA Title V Grant – PRC 0109
    - McKinney-Vento Homeless Assistance Grant

Deadlines

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday February 13th**. Email-submitted transfer and conversion requests received by end of day Tuesday the 17th will be allotted on or before February 20th.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Prior Year Refunds Reminders - All PSUs

PSUs submitting checks to DPI for conference registrations and other expenses must also provide their registration confirmation or other supporting documentation. This assists FBS with determining the appropriate procedure to process their payment. Providing an invoice number is not sufficient information for this purpose. Please communicate this request to your Accounts Payable departments, and thank you for your attention to this matter.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
02/13/2026	ABC Transfers	01/29/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
02/24/2026	February PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests	01/29/2026

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North Carolina Department of Public Instruction

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February 19, 2026

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FBS Homepage

Cash Update: 2nd Zero Out Process - LEAs Only

FBS processed the second zero out on Monday, February 16 for the expenditures reported in the January datafiles. Please contact CashMgt@dpi.nc.gov if you have any questions about funds being pulled back on that day.

As a reminder, the second zero-out will pull back cash that was received for unauthorized expenditures that exceeded the allotments, according to the MFR report from the end of the previous month. **LEAs with cash pulled back during this period will need to execute journal entries to move those expenditures before their next MFR submission.** To assist PSUs, FBS has prepared an FAQ which has been posted to our What's New page.

PSUs can view their funds to be pulled back using the "108. State PRCs - Reported Expenditures Greater Than Allotments Report" on SBSDART. Please note that this process does not apply to position allotments, other guaranteed allotments, or allotments that are separately requested in the PSU cash application. The report also does not include encumbrances; it only uses expenditures. It also does not include PRCs that currently do not have an allotment.

Allotments Update

FY2025-26 Allotments - All PSUs

The following items are scheduled for allotment by February 24, 2026

- Federal Allotment Approvals as of February 13, 2026
  - PRC 0110 - Title IV, Part B - 21st Century Community Learning Centers
  - PRC 0111 - ESEA Title III, Part A - English Language Acquisition (Significant Increase)
  - PRC 0114 - IDEA - Children with Disabilities - Risk Pool
  - PRC 0118 - IDEA Special Needs Targeted Assistance
  - PRC 0119 - IDEA Preschool Targeted Assistance

- Federal Allotment Approvals as of February 17, 2026
    - PRC 0060 - IDEA - Section 611 Grants to States
    - PRC 0143 - Mental Health Service Professional - ADS
    - PRC 0144 - School Based Mental Health Service - FAST

Deadlines

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday March 13th**. Email-submitted transfer and conversion requests received by end of day Monday the 16th will be allotted by March 19th.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Submitting Checks to DPI - All PSUs

PSUs submitting checks to DPI for conference registrations and other expenses must also provide their registration confirmation or other supporting documentation. This assists FBS with determining the appropriate procedure to process their payment. Providing an invoice number is not sufficient information for this purpose. Please communicate this request to your Accounts Payable departments, and thank you for your attention to this matter.

From the Office of Federal Programs

CCLC Supplemental Allotment from Grant Year 2025 Funds - All PSUs

Subgrantees may have noticed a small supplemental allotment recently deposited in your ERaCA account (for non-LEAs) or in the Allotment system (for PSUs/LEAs). This supplemental allotment consists of unspent Grant Year 2025 funds from USED that are able to be redistributed to eligible subgrantees, including Cohort 17 subgrantees and Cohort 16 subgrantees who were awarded a Cohort 18 grant. Please note because these funds are from Grant Year 2025, Cohort 18 subgrantees who were not previously Cohort 16 are not eligible to receive this supplemental allotment.

To ensure proper utilization of these funds, please follow the guidance provided in this week's newsletter based on your subgrantee type.

From the Office of School Facilities - LEAs Only

NBPSCF Annual Reports

Recipients of Needs-Based Public School Capital Fund (NBPSCF) Grants are reminded that Annual Reports required by G.S. 115C-546.14 are due **April 1, 2026**. Please use the NBPSCF Annual Report Form located on the School Planning website, and email completed reports to Nathan Maune at nathan.maune@dpi.nc.gov.

NBPSCF Final Reports

Recipients of Needs-Based Public School Capital Fund (NBPSCF) Grants are reminded that Final Reports required by G.S. 115C-546.14 are due **within 90 days** following completion of the grant-funded project.

Please use the NBPSCF Final Report Form located on the School Planning website, and email completed reports to Nathan Maune at nathan.maune@dpi.nc.gov.

PSBCF Final Reports

LEAs are reminded to submit Final Reports for all Public School Building Capital Fund (PSBCF) projects **within 60 days** of completion of the project. The reporting status of each project can be checked using the PSBCF Monthly Projects Report on the School Planning website. For completed projects that have not been reported, please use the PSBCF Final Report Form located on the School Planning website, and email completed reports to Dennis Hilton at dennis.hilton@dpi.nc.gov.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
03/13/2026	ABC Transfers	02/19/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
02/24/2026	February PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests	01/29/2026

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North Carolina Department of PUBLIC INSTRUCTION | ACHIEVING EDUCATIONAL EXCELLENCE

School Business Services

North Carolina Department of Public Instruction

NCDPI

February 27, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage

Allotments Update

FY2025-26 Allotments - All PSUs

The following items are scheduled for allotment by March 2, 2026

- Pay Plan Reserve Allotments
  - PRC 0016 - Summer Reading Camps
  - PRC 0024 - Disadvantage Students Supplemental Funding (DSSF)
  - PRC 0032 - Children with Disabilities (CWD)
  - PRC 0034 – Academically or Intellectually Gifted (AIG)
  - PRC 0043 - Child and Family Support Teams - Social Worker and Other (CFST)
  - PRC 0054 - Limited English Proficiency (LEP)
  - PRC 0069 - At-Risk Student Services
  - PRCs 0036, 0037, & 0038 – Charters, Labs, and Renewal School District

- State & Federal Allotment Approvals as of February 18, 2026
  - PRC 0063 - CWD - Developmental Day Centers
  - PRC 0089 - CWD - Special State Reserve
  - PRC 0060 - IDEA - Section 611 Grants to States
  - PRC 0082 - IDEA - Special Education State Improvement Grant

- Federal Approvals as of February 19, 2026
  - PRC 0105 - ESEA Title I, Part A - School Improvement - 1003 Funds
  - PRC 0111 - ESEA Title III, Part A - English Language Acquisition Significant Increase

- NCVPS Sure-up per enrollment data which affect the following PRCs:
  - 0001 Classroom Teachers
  - 0036 Charter Schools
  - 0037 Renewal School District
  - 0038 Lab Schools

Pay Plan Reserve

The Office of State Budget and Management provided DPI with $12.4 million in funds from the Pay Plan Reserve, a state fund that is used when budgeted funds are not sufficient to achieve legislated step increases. Although this amount was less than DPI's total request and may not cover the total cost of this year's step increases for certified school personnel, these funds should be used by LEAs to facilitate the previously unfunded step increases for FY 2025-26. These funds were allotted on February 25th in PRCs 016, 024, 032, 034, 043, 054, and 069. Independent public schools received a per-pupil amount of these funds in PRCs 036, 037, and 038 and can use these funds flexibly within those PRCs.

Planning Allotments

State planning allotments for FY 2026-27 will be released on DART on February 27, 2026. These allotments represent the floor of funding that DPI will be able to provide for initial allotments in July 2026 if there is no state budget passed by that time. An FAQ about these planning allotments has been posted on our What's New page. Federal planning allotments will follow later this spring.

To assist PSUs, SBS will also be hosting the following webinars on this topic. The links and dates are below:

- For IPSs (Charter, Regional, and Laboratory Schools)
  - Tuesday March 10th – 2pm - 3pm
  - Password: Nw54iBF2tnM
- For LEAs
  - Thursday March 12th - 2pm - 3pm
  - Password: XJjYAhff459

Deadlines

Paid Parental Leave (PPL) Reimbursement Opens March 2, 2026 – IPS Only

The second submission period for PPL reimbursement requests will close end of day **Friday, March 13th**. The next and final submission period of the fiscal year will open Monday, May 4th, 2026.

For additional information regarding the Paid Parental Leave reimbursement process, please see the 10/16/25 newsletter.

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday March 13th**. Email-submitted transfer and conversion requests received by end of day Monday the 16th will be allotted by March 19th.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Cash Update: 2nd Zero Out Process - LEAs Only

Starting in March, only unauthorized expenditures exceeding $1 per allotment will be pulled back during the second zero out. SBS will update the "108. State PRCs - Reported Expenditures Greater Than Allotments Report" on SBSDART once the February datafiles are processed.

As a reminder, the second zero-out will pull back cash that was received for unauthorized expenditures that exceeded the allotments, according to the MFR report from the end of the previous month. **LEAs with cash pulled back during this period will need to execute journal entries to move those expenditures**

before their next MFR submission. To assist PSUs, FBS has prepared an FAQ which has been posted to our What's New page.

Please note that this process does not apply to position allotments, other guaranteed allotments, or allotments that are separately requested in the PSU cash application. The report also does not include encumbrances; it only uses expenditures. It also does not include PRCs that currently do not have an allotment.

Please contact CashMgt@dpi.nc.gov if you have any questions.

Annual Enrollment Projection - IPS Only

All existing charter schools are required to report their FY 2026-27 maximum authorized enrollment by **Thursday, March 12**. Failure to submit by the deadline may impact your FY 26-27 funding.

The CSADM system has been retired. Starting this year, you will send your annual enrollment projection via an email form. All charter school Directors will receive an email on Monday, March 2, from NCDPI via Smartsheet with “ADM Projection Request” as the subject. Click through to the form and complete the 2026-27 Enrollment Projection section. Feel free to include any additional information in the School Comments field.

Low-Performing Charter Schools

If your school is designated as low-performing or continually low-performing, G.S. 115C-218.7 limits your increase in maximum authorized enrollment to no more than 20% above the prior year's authorized enrollment. Your school's 26-27 Maximum Authorized Enrollment is provided on the form for your convenience. Schools submitting projections that exceed this cap will receive a follow-up email requesting a compliant submission or proof of prior approval from the Charter School Review Board.

If you have any questions about the transition or the form, please don't hesitate to reach out to monitoring@dpi.nc.gov.

Questions? Contact SBS.

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ALL PSUs

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NCDPI

March 6, 2026

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FBS Homepage

2025-26 Highlights of the NC Public School Budget Report

SBS has posted the annual Highlights of the NC Public School Budget report for fiscal year 2026 to our What's New page. It presents charts and tables which describe how state and federal funds are distributed to North Carolina's Public Schools during that fiscal year, as well as average daily membership, Education Lottery, capital projects, and school staff salary information.

Allotments Update

FY2025-26 Allotments - All PSUs

The following items are scheduled for allotment by March 9, 2026

- Literacy Intervention Twice Retained Student Funding
  - PRC 0085 – LEA allotments
  - PRCs 0036 & 0037– Charter Schools & Renewal School District allotments

- Federal Approvals as of February 27, 2026
  - PRC 0103 - ESEA Title II, Part A - Supporting Effective Instruction
  - PRC 0111 - ESEA Title III, Part A - English Language Acquisition Significant Increase

Planning Allotments

NC DPI's School Transportation Services Section identified errors in the planning allotments for PRC 056. New allotments have been provided by that section and the planning allotment information on DART will be updated by Friday, March 6 at 5 pm.

Planning allotments represent the floor of funding that DPI will be able to provide for initial allotments in July 2026 if there is no state budget passed by that time. An FAQ about these planning allotments has been posted on our What's New page. Federal planning allotments will follow later this spring.

To assist PSUs, SBS will also be hosting the following webinars on this topic. The links and dates are below:

- For IPSs (Charter, Regional, and Laboratory Schools)
  - Tuesday March 10th – 2pm - 3pm
  - Password: Nw54iBF2tnM
- For LEAs
  - Thursday March 12th - 2pm - 3pm
  - Password: XJjYAhff459

They will be recorded and posted to our website for those that cannot attend.

Low Wealth Calculator

The Low Wealth Calculator is now updated to include Fiscal Year 26-27 Planning Allotments. Additional explanations regarding how formulas have been calculated have also been added. The calculator is located on the public reports section of SBS DART.

Deadlines

Paid Parental Leave (PPL) Reimbursement Opened March 2, 2026 – IPS Only

The second submission period for PPL reimbursement requests will close end of day **Friday, March 13th**. The next and final submission period of the fiscal year will open Monday, May 4th, 2026.

For additional information regarding the Paid Parental Leave reimbursement process, please see the 10/16/25 newsletter.

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday March 13th**. Email-submitted transfer and conversion requests received by end of day Monday the 16th will be allotted by March 19th.

If you have general allotment questions, please email allotments@dpi.nc.gov.

New Codes added to the Chart of Accounts (COA) - All PSUs

DPI has added the following codes to the COA in Fund 5:

- Expenditure Object Code - 0224 - Sick Leave Accrual (GASB 101)
- Liability Purpose Code - 25300 - GASB 101 Sick Leave Accrual

If you have questions, please contact schoolfinancialreporting@dpi.nc.gov.

Daily Rate of Pay

For the rest of this fiscal year, please continue your annual leave payouts according to current practice.

Effective July 1, 2026, the daily rate of pay for annual leave payouts for principals will be the annual salary divided by the number of weekdays in the fiscal year. FY 2026-27 has 261 weekdays.

We are still evaluating the daily rate of pay for superintendents, other central office personnel, and other hourly employees pursuant to G.S. 115C-316 and G.S. 115C-272.

A reminder as well that G.S. 115C-302.1(b) states that: “Notwithstanding this subsection, the term "daily rate of pay" for the purpose of G.S. 115C 12(8) or for any other law or policy governing pay or benefits based on the teacher salary schedule shall not exceed one twenty second of a teacher's monthly rate of pay.”

Legislative Class Size Report Update - LEAs Only

The Spring Legislative Class Size (LCS) report has been delayed. All deadlines for affidavits and waiver requests are postponed until further notice. We will update you when the reports are up and running. Please update your superintendents and SIS data managers accordingly.

Required 2026-27 School Calendar Reporting - All PSUs

Please share the information below about legislated school calendar information with your SIS coordinator.

The following school calendar information must be entered in the SIS by **April 1**, even if your school is exempt from start/end date requirements. The information will be pulled directly from the SIS on April 2—there’s no need to submit it separately.

2026-2027 Instructional Start and End Dates (Required)

Please enter the school's instructional start and end dates for the 2026-27 school year as approved by your local board into the SIS by **April 1**. All NC public schools, regardless of type, must provide a minimum of 185 days or 1,025 hours of instruction covering at least nine calendar months. Most PSUs are required to comply with calendar start/end date requirements. Unless the PSU is in an exempt category (SASA, p.54) or has received an approved calendar waiver for the 2026-27 school year, the start date should be no earlier than August 24, 2026 and the end date should be no later than June 11, 2027.

2026-2027 School Month Setup (PMR Reporting Intervals) (Required)

Please enter your school’s PMR Reporting intervals into the SIS by **April 1**. School Months 1 and 2 must be exactly 20 instructional days each. The remaining intervals (School Months 3-9) should be between 16 and 26 days each.

2026-2027 Start and Release Times (Required)

Please enter your school’s start and release time into the SIS by **April 1**. “Start time” is the time of day when academic classes begin for the majority of students enrolled in the school, and “release time” is the time of day when academic classes end for the majority of students enrolled in the school. This information is pulled directly from the SIS.

Annual Enrollment Projection - IPS Only

All existing charter schools are required to report their FY 2026-27 maximum authorized enrollment by **Thursday, March 12**. Failure to submit by the deadline may impact your FY 26-27 funding.

The CSADM system has been retired. Starting this year, you will send your annual enrollment projection via an email form. All charter school Directors will receive an email on Monday, March 2, from NCDPI via Smartsheet with “ADM Projection Request” as the subject. Click through to the form and complete the

2026-27 Enrollment Projection section. Feel free to include any additional information in the School Comments field.

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If your school is designated as low-performing or continually low-performing, G.S. 115C-218.7 limits your increase in maximum authorized enrollment to no more than 20% above the prior year's authorized enrollment. Your school's 26-27 Maximum Authorized Enrollment is provided on the form for your convenience. Schools submitting projections that exceed this cap will receive a follow-up email requesting a compliant submission or proof of prior approval from the Charter School Review Board.

If you have any questions about the transition or the form, please don't hesitate to reach out to monitoring@dpi.nc.gov.

From the Office of School Facilities

March PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests - LEAs Only

Monthly distribution requests for PSBCF, PSBRRF, and NBPSCF lottery revenue for Capital Projects are due by **March 25, 2026**. Signed request forms and questions about lottery capital funds should be directed to Dennis Hilton, PE, via email: dennis.hilton@dpi.nc.gov.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
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03/13/2026	ABC Transfers	02/19/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
04/01/2026	Needs-Based Public School Capital Fund (NBPSCF) Grant Reports	02/19/2026

IPS ONLY

DUE DATE	TOPIC	NEWSLETTER
03/12/2026	Annual Enrollment Projection	02/27/2026
03/13/2026	Paid Parental Leave (PPL) Reimbursement Requests	10/16/2025

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School Business Services

North Carolina Department of Public Instruction

NCDPI

March 13, 2026

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FBS Homepage

Cash Update: 2nd Zero Out Process - LEAs Only

FBS processed the second zero out yesterday, March 12 for the expenditures reported in the February datafiles. Please contact CashMgt@dpi.nc.gov if you have any questions about funds being pulled back on that day.

As a reminder, the second zero-out will pull back cash that was received for unauthorized expenditures that exceeded the allotments, according to the MFR report from the end of the previous month. **LEAs with cash pulled back during this period will need to execute journal entries to move those expenditures before their next MFR submission.** To assist PSUs, FBS has prepared an FAQ which has been posted to our What's New page.

PSUs can view their funds to be pulled back using the "108. State PRCs - Reported Expenditures Greater Than Allotments Report" on SBSDART. Please note that this process does not apply to position allotments, other guaranteed allotments, or allotments that are separately requested in the PSU cash application. The report also does not include encumbrances; it only uses expenditures. It also does not include PRCs that currently do not have an allotment.

Allotments Update

FY2025-26 Allotments - All PSUs

The following items are scheduled for allotment by March 16, 2026:

- Federal Approvals as of March 6, 2026
    - PRC 0110 - Title IV, Part B - 21st Century Community Learning Centers
    - PRC 0111 - ESEA Title III, Part A - English Language Acquisition Significant Increase

Planning Allotments

Planning allotments represent the floor of funding that DPI will be able to provide for initial allotments in July 2026 if there is no state budget passed by that time. An FAQ about these planning allotments has been posted on our What's New page. Federal planning allotments will follow later this spring.

Thank you to everyone who attended one of this week's webinars on planning allotments. The recordings and slide decks have been posted to our website for those that could not attend.

Low Wealth Calculator

The Low Wealth Calculator is now updated to include Fiscal Year 26-27 Planning Allotments. Additional explanations regarding how formulas have been calculated have also been added. The calculator is located on the public reports section of SBS DART.

Deadlines

Paid Parental Leave (PPL) Reimbursement Opened March 2, 2026 – IPS Only

The second submission period for PPL reimbursement requests will close end of day **Friday, March 13th**. The next and final submission period of the fiscal year will open Monday, May 4th, 2026.

For additional information regarding the Paid Parental Leave reimbursement process, please see the 10/16/25 newsletter.

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday March 13th**. Email-submitted transfer and conversion requests received by end of day Monday the 16th will be allotted by March 19th.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Principal Salary – LEAs Only

To clarify the business rule established for these calculations, Salary no longer utilizes a specific variable calendar to determine overpayments. Instead, Salary follows the standardized equation: **[Daily Rate of Pay] * [YTD Days Employed Used] * [Percent Employed]**.

For a Principal who is splitting the fiscal year between two pay levels, the data needs to reflect an even split of the work year to remain compliant:

- Total Fiscal Year Days: 261 days.
- Mid-point Split: 130.5 days per half-year.

DPI has made a change in LicSal that should take care of most of the issues that were causing split-salaried principals to show as exceptions. This change was put into LicSal on Thursday, March 12, 2026. Kindly recheck the exception report after this date to see if the programmed fix has resolved your exception.

Legislative Class Size Report Update - LEAs Only

The Spring Legislative Class Size (LCS) report has been delayed. All deadlines for affidavits and waiver requests are postponed until further notice. We will update you when the reports are up and running. Please update your superintendents and SIS data managers accordingly.

Required 2026-27 School Calendar Reporting - All PSUs

Please share the information below about legislated school calendar information with your SIS coordinator.

The following school calendar information must be entered in the SIS by **April 1**, even if your school is exempt from start/end date requirements. The information will be pulled directly from the SIS on April 2—there's no need to submit it separately.

2026-2027 Instructional Start and End Dates (Required)

Please enter the school's instructional start and end dates for the 2026-27 school year as approved by your local board into the SIS by **April 1**. All NC public schools, regardless of type, must provide a minimum of 185 days or 1,025 hours of instruction covering at least nine calendar months. Most PSUs are required to comply with calendar start/end date requirements. Unless the PSU is in an exempt category (SASA, p.54) or has received an approved calendar waiver for the 2026-27 school year, the start date should be no earlier than August 24, 2026 and the end date should be no later than June 11, 2027.

2026-2027 School Month Setup (PMR Reporting Intervals) (Required)

Please enter your school's PMR Reporting intervals into the SIS by **April 1**. School Months 1 and 2 must be exactly 20 instructional days each. The remaining intervals (School Months 3-9) should be between 16 and 26 days each.

2026-2027 Start and Release Times (Required)

Please enter your school's start and release time into the SIS by **April 1**. "Start time" is the time of day when academic classes begin for the majority of students enrolled in the school, and "release time" is the time of day when academic classes end for the majority of students enrolled in the school. This information is pulled directly from the SIS.

From the Office of School Facilities

Reminder – NBPSCF Annual Reports Due April 1 - LEAs Only

Recipients of Needs-Based Public School Capital Fund (NBPSCF) Grants are reminded that Annual Reports required by G.S. 115C-546.14 are due **April 1, 2026**. Please use the NBPSCF Annual Report Form located on the School Planning website, and email completed reports to Nathan Maune at nathan.maune@dpi.nc.gov.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
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School Business Services

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NCDPI

March 20, 2026

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FBS Homepage

Prior Year Refunds Update and Webinars - All PSUs

Effective in mid-April, the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties will be moving to the Cash App. In order to facilitate a clean transition into the new process, effective **Monday, March 23** they will not be available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. Only checks for previously submitted droplet forms will be accepted after that date. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, and Sales Tax funds.

To assist PSUs, SBS will be hosting the following webinars on the new Refunds Module in the Cash App, which will be recorded for those that cannot attend:

- Tuesday, March 24 from 2 - 3 pm
  - Password: udMJFJvS376
- Thursday, March 26 from 1 - 2 pm
  - Password: pVDJHmDG643

We look forward to seeing you there. Please contact CashMgt@dpi.nc.gov if you have any questions.

As a reminder, LEAs can view their prior year overspent State funds and penalties using the "701. State Overdraft Refunds and Repayments" report on SBSDART.

Allotments Update

Allotment Transfers and Conversions – LEAs Only

PRC0013 CTE Flexibility Adjustment

The CTE 0013 Months of Employment transfer max to PRCs other than PRC 0014 will be adjusted to include the FY26 supplemental allotment from revision #48. This will allow several LEAs to submit transfers for months now available under the revised threshold. Remember that we cannot process transfers from PRC 0014 to PRC 0013. Please be advised that the allotment system ABC transfer module may be down while this maintenance occurs. We will provide an update once the action has been completed.

Deadlines

The next batch of ABC transfers will close at **midnight, Friday April 17th**. Email-submitted transfer and conversion requests received by end of day Monday the 20th will be allotted by April 22nd.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Real Property Status Report - All PSUs

Uniform Guidance requires the award recipients to report on the real property acquired or real-property improvements made throughout the grant funding period for as long as federal interest is retained (2 CFR 200.330). In keeping with the requirements, please complete the relevant sections for each real property projects which were acquired, modified, and/or improved using ESSER I, ESSER II, and/or ESSER III funding. All PSUs that received ESSER I, II, or III funding are required to submit the survey.

The survey is posted on the What's New page and is due by **April 20, 2026**. Per Uniform Guidance, reporting on the status of the real property is required **annually**. The completion of this questionnaire will be requested every year, starting in 2023.

Note: For guidance on real property or equipment, please refer to NCDPI's "Frequently Asked Fiscal Questions Related to ESSER and GEER, Includes Construction Related Questions."

For questions regarding the survey, contact David.Cauthorn@dpi.nc.gov.

Legislative Class Size Report Update - LEAs Only

The Spring Legislative Class Size (LCS) report has been delayed. All deadlines for affidavits and waiver requests are postponed until further notice. We will update you when the reports are up and running. Please update your superintendents and SIS data managers accordingly.

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Prior Year Refunds Update and Webinars - All PSUs

Thank you to everyone who attended one of the webinars this week. We have posted the recording and the slides to our What's New page for those that could not attend.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties will be moving to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. Only checks for previously submitted droplet forms will be accepted. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, and Sales Tax funds.

LEAs can view their prior year overspent State funds and penalties using the "701. State Overdraft Refunds and Repayments" report on SBSDART until the report is moved to the Cash App.

Please contact CashMgt@dpi.nc.gov if you have any questions.

Allotments Update

FY2025-26 Allotments - PSUs

The following items are scheduled for allotment by March 30, 2026

- PRC 0014 – Career Technical Education: Program Support - Adobe License Reductions per CTE Office
- State Approvals as of March 23, 2026
    - PRC 0063 - Children with Disabilities: Special Funds
    - PRC 0089 - Children with Disabilities - Special State Reserve

- Federal Approvals as of March 23, 2026

- PRC 0060 - IDEA - Section 611 Grants to States
- PRC 0082 - IDEA - Special Education State Improvement Grant
- PRC 0111 - ESEA Title II, Part A - Supporting Effective Instruction
- PRC 0114 - IDEA - Children with Disabilities - Risk Pool

Deadlines

The next batch of ABC transfers will close at **midnight, Friday April 17th**. Email-submitted transfer and conversion requests received by end of day Monday the 20th will be allotted by April 22nd.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Payroll Summary File Schedule

DPI is now receiving Payroll Summary Files from vendors on the 2nd and 3rd Tuesdays of each month by close of business, in addition to the end of month submission. We should have LicSal loaded by 12:00 PM the following Wednesday.

Upcoming Cash Deadlines - All PSUs

April 3, 2026 is a State holiday but not a Federal bank holiday; therefore, the state and federal cash that is requested by Monday, March 30, 2026, no later than 11:45 PM, will be processed with a FRD of April 3, 2026.

If you have any questions regarding this schedule, please contact CashMgt@dpi.nc.gov.

Indirect Cost Edit for Federal PRCs - All PSUs

Subagreements for services (which includes all contracted services) are indicated when a part or all of an instructional or support activity for which the PSU is responsible is conducted by a third party, rather than by the PSU.

Federal cost principles require that subagreements be excluded from the indirect cost rate calculation and from eligible program costs on which indirect costs are charged. The rationale for this is to prevent indirect costs from being charged twice against the same program expenditures, once by the original grant recipient and again by the subrecipient.

If you have any questions regarding the indirect cost edit, please contact schoolfinancialreporting@dpi.nc.gov.

Legislative Class Size Report Update - LEAs Only

The Spring Legislative Class Size (LCS) report has been delayed. All deadlines for affidavits and waiver requests are postponed until further notice. We will update you when the reports are up and running. Please update your superintendents and SIS data managers accordingly.

Required 2026-27 School Calendar Reporting - All PSUs

Please share the information below about legislated school calendar information with your SIS coordinator.

The following school calendar information must be entered in the SIS by **April 1**, even if your school is exempt from start/end date requirements. The information will be pulled directly from the SIS on April 2—there's no need to submit it separately.

2026-2027 Instructional Start and End Dates (Required)

Please enter the school's instructional start and end dates for the 2026-27 school year as approved by your local board into the SIS by **April 1**. All NC public schools, regardless of type, must provide a minimum of 185 days or 1,025 hours of instruction covering at least nine calendar months. Most PSUs are required to comply with calendar start/end date requirements. Unless the PSU is in an exempt category (SASA, p.54) or has received an approved calendar waiver for the 2026-27 school year, the start date should be no earlier than August 24, 2026 and the end date should be no later than June 11, 2027.

2026-2027 School Month Setup (PMR Reporting Intervals) (Required)

Please enter your school's PMR Reporting intervals into the SIS by **April 1**. School Months 1 and 2 must be exactly 20 instructional days each. The remaining intervals (School Months 3-9) should be between 16 and 26 days each.

2026-2027 Start and Release Times (Required)

Please enter your school's start and release time into the SIS by **April 1**. "Start time" is the time of day when academic classes begin for the majority of students enrolled in the school, and "release time" is the time of day when academic classes end for the majority of students enrolled in the school. This information is pulled directly from the SIS.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
04/01/2026	Required School Calendar Reporting	03/06/2026
04/17/2026	ABC Transfers	03/20/2026
04/20/2026	Real Property Survey	3/20/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
04/01/2026	Needs-Based Public School Capital Fund (NBPSCF) Grant Reports	02/19/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

April 2, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage

Legislative Class Size Report Update - All PSUs

Please update your superintendents and SIS data managers accordingly.

The Spring **Legislative Class Size (LCS) Report** submission window opened April 1, 2026, and closes April 20, 2026. All affidavits and waiver requests are due April 20, 2026.

Who: All LEAs, Charter Schools, Lab Schools and the Regional School, regardless of class size exemption status. **Every PSU must submit** the required reports for all schools to meet federal requirements for reporting class size. LCS reports will include all schools and appropriate grade levels in the PSU. Exempt schools and courses will be removed after submission before DPI compiles class size averages.

Please reach out to your SIS PLT team member if you have questions about Infinite Campus, and please reach out to Catherine Mau for policy questions. Thank you for submitting the LCS report on time.

Expenditures Greater Than Allotments - All PSUs

There are several PSUs that have exceeded the funds allotted in their PRCs or that have expenditures in PRCs for which they do not have an allotment.

Please review the DART system report **104-PSU Over-Obligated PRCs** which identifies over-obligated funds. PSUs should **reduce the expenditures** for each over-obligated PRC by moving the expenditures to an **allowable PRC with sufficient funds or to a local expenditure**.

If you have any questions, please contact schoolfinancialreporting@dpi.nc.gov.

Invalid Account Codes - All PSUs

As fiscal year-end approaches, several PSUs continue to have expenditures coded to invalid accounts.

Please review the DART system report **102-Invalid Codes**, which identifies current invalid account codes.

Accounts with invalid expenditures will not receive cash during the monthly zero-out process until corrections are made.

PSUs must move all invalid account codes to valid budget account codes and submit the necessary corrections with their upcoming data file submissions.

If a new account code is needed, please email schoolfinancialreporting@dpi.nc.gov and include:

1. The full account code requested, and
2. The reason/justification for the request.

Additionally, for all federal Program Report Codes (PRCs), please ensure that the grant year is included in the federal account codes used in your monthly MFR files. All federal PRCs must have a corresponding grant year with the account code.

Thank you for your prompt attention to this matter as we close out the fiscal year.

Prior Year Refunds Update and Webinars - All PSUs

Thank you to everyone who attended one of the webinars this week. We have posted the recording and the slides to our What's New page for those that could not attend.
As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties will be moving to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. Only checks for previously submitted droplet forms will be accepted. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, and Sales Tax funds.
LEAs can view their prior year overspent State funds and penalties using the "701. State Overdraft Refunds and Repayments" report on SBSDART until the report is moved to the Cash App.
Please contact CashMgt@dpi.nc.gov if you have any questions.

Allotments Update

FY2025-26 Allotments - PSUs

The following items are scheduled for allotment by April 6, 2026

- Final transportation allotments (PRC 0056)
    - Any questions regarding transportation should be directed to Kevin Harrison at Kevin.Harrison@dpi.nc.gov or (984) 236-2932.
- Federal Allotment Approvals as of March 27, 2026
    - PRC 0110 - Title IV, Part B - 21st Century Community Learning Centers

Planning Allotment Update

Planning allotments were modified to reflect the recent approval of new FY27 charter schools as well as correction to the PRC 0061 classroom material continuation budget. This is the final planned iteration of FY27 state Planning and the associated resource documents for planning allotments has been posted on our What's New page. Federal planning allotments will follow later this spring.

Deadlines

The next batch of ABC transfers will close at **midnight, Friday April 17**. Email-submitted transfer and conversion requests received by end of day Monday April 20 will be allotted by April 22.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Payroll Summary File Schedule

DPI is now receiving Payroll Summary Files from vendors on the 2nd and 3rd Tuesdays of each month by close of business, in addition to the end of month submission. We should have LicSal loaded by 12:00 PM the following Wednesday.

Indirect Cost Edit for Federal PRCs - All PSUs

Subagreements for services (which includes all contracted services) are indicated when a part or all of an instructional or support activity for which the PSU is responsible is conducted by a third party, rather than by the PSU.

Federal cost principles require that subagreements be excluded from the indirect cost rate calculation and from eligible program costs on which indirect costs are charged. The rationale for this is to prevent indirect costs from being charged twice against the same program expenditures, once by the original grant recipient and again by the subrecipient.

If you have any questions regarding the indirect cost edit, please contact schoolfinancialreporting@dpi.nc.gov.

ADM (Corporate Tax) Capital Fund

From the Office of School Facilities

Deposits from corporate tax revenue into the “ADM fund” were officially closed out by a provision included in the Appropriations Act of 2013 *(SL 2013-360)*. Unspent (unallocated) revenue in the “ADM Fund” at the time this provision was enacted was allowed to remain in the Unallocated Balance Accounts of LEAs and serve as a source of funding for school capital projects under conditions specified by original Public School Building Capital Fund (PSBCF) legislation.

All counties currently have revenue in their ADM Fund Unallocated Balance Accounts. The ADM Special Summary Report is published monthly, and posted on the DPI School Planning Capital Funding web page. Access this and other monthly reports in the Capital Funding Reports area of the website.
The types of expenditures eligible for funding through the ADM Fund of the PSBCF include:

1. Purchase of land for public school buildings.
2. Project planning/design fees.
3. Construction of new public school buildings, renovations and repairs to existing public school buildings, components and systems.
4. Enlargement (expansion) of public school buildings.
5. Equipment systems purchases (equipment that is an integral part of a building, such as HVAC, plumbing, electrical and security equipment).
6. School Technology.
7. Certain exterior improvements (parking lots, athletic fields, playgrounds, etc.).
8. Debt Service (retirement of indebtedness incurred for public school facilities), but only if the county does not need ADM funds for public school capital outlay projects.

There is a local match requirement: $1 Local funding per $3 State funding for all eligible expenditures except School Technology. There is no local match required for School Technology.

To receive an allocation from the ADM Fund, a Distribution Request Form specific to the ADM Fund must be submitted to DPI School Planning. The form must bear the signatures of the Chairs of the local Board of Education and the County Commissioners.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

All PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
04/17/2026	ABC Transfers	03/20/2026
04/20/2026	Real Property Survey	3/20/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
04/01/2026	Needs-Based Public School Capital Fund (NBPSCF) Grant Reports	02/19/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

April 9, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage

Legislative Class Size Report Update - All PSUs

Please update your superintendents and SIS data managers accordingly.

The Spring **Legislative Class Size (LCS) Report** submission window opened April 1, 2026, and closes April 20, 2026. All affidavits and waiver requests are due April 20, 2026.

Who: All LEAs, Charter Schools, Lab Schools and the Regional School, regardless of class size exemption status. **Every PSU must submit** the required reports for all schools to meet federal requirements for reporting class size. LCS reports will include all schools and appropriate grade levels in the PSU. Exempt schools and courses will be removed after submission before DPI compiles class size averages.

Please reach out to your SIS PLT team member if you have questions about Infinite Campus, and please reach out to Catherine Mau for policy questions. Thank you for submitting the LCS report on time.

Licensure Deadline - LEAs Only

Please submit all licensure issues for the **2025–26 fiscal year** to the **DPI Licensure Section** by **April 15**. Licensure cannot guarantee that requests submitted after this deadline will be processed before the end of the fiscal year.

Please review the **“All Others”** report under "**Exception Reports"** to identify employees who may have a licensure-related exception. When submitting a request to the Licensure Section, indicate whether the change should apply **retroactively as of July 1, 2025**, or **proactively beginning July 1, 2026**.

Questions may be sent to asklicensure@dpi.nc.gov.

Update: Prior Year Refunds in the Cash App - All PSUs

DPI has updated the Prior Year Refunds section in the Cash App to include the following FY 2025 State Prior Year items:

- Prior Year Overspent (PYO)
- Prior Year Months (PYM)
- Prior Year Penalties (PEN)
- Prior Year Salary (PYS)
- Prior Year Salary Penalties (PES)

Only PSUs that have these prior year items will see them listed in the Cash App.

School Business will process prior year refunds submitted through the Cash App once per month. We are planning to process April refunds received by April 20, 2026 during the week of April 20.

PSUs should continue to use the Refunds and Repayments Droplet Form with manual checks to refund the following items, as they are not listed in the Cash App:

- TD-19
- IDEA Maintenance of Effort
- Questioned Costs
- Sales Tax funds
- Other State refunds not included in the Cash App

If you have any questions, please contact cashmgt@dpi.nc.gov.

Allotments Update

FY2025-26 Allotments - PSUs

The following items are scheduled for allotment by April 13, 2026:

- PRC 0078 Digital Learning Initiative: Digital Literacy Solution – Reversions as of March 31 expenditures
- PRC 0081 Transportation Reserve Fund for Homeless and Foster Children – Allotments per the Office of Federal Programs

Deadlines

The next batch of ABC transfers will close at **midnight, Friday April 17**. Email-submitted transfer and conversion requests received by end of the day Monday, April 20 will be allotted by April 22.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Bank Only 202s Ended June 30, 2024 - LEAs Only

DPI discontinued processing Bank Only 202s effective June 30, 2024.

If your Local Education Agency (LEA) needs to transfer local funds to state funds, the LEA must submit a local cash request through the Cash Application system.

This is now the only approved method for transferring local funds to the State bank account.

Please ensure that sufficient funds are available in your local bank account before processing a local funds transfer.

For questions regarding this process, contact cashmgt@dpi.nc.gov.

FY2025-26 Statewide Facility Needs Survey (FNS) - All LEAs

From the Office of School Facilities

Every five years, local boards of education are required by G.S.115C-521(a) to submit their long-range plans for school facility needs to the State Board of Education.

The DPI Office of School Facilities has developed a **new web-based reporting system** to assist local school administrative units in developing and reporting their facility needs.

Authorized user enrollment is recommended prior to the FNS 'go live' date. District representatives responsible for completing the FNS must be registered as a user to begin data entry, and access the FNS on behalf of a district.

TAKE ACTION NOW – enroll user(s): Facility Needs Survey Enrollment Form
Watch for more communication next week about the survey schedule, training dates, and 'go-live' details for the new web-based system.

Please send any questions to FacilityNeedsSurvey@dpi.nc.gov

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

All PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
04/17/2026	ABC Transfers	03/20/2026
04/20/2026	Real Property Survey	3/20/2026
04/20/2026	Legislative Class Size Reports	4/2/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
4/15/2026	Licensure issue submission deadline	04/09/2026
4/20/2026	Class size waiver requests and affidavits	04/02/2026

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North Carolina Department of Public Instruction

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April 16, 2026

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FBS Homepage

Allotments Update

FY2025-26 Allotments

The following items are scheduled for allotment by April 20th, 2026:

- Federal Approvals as of April 13, 2026
    - PRC 0060 IDEA - Section 611 Grants to States
    - PRC 0111 ESEA Title III, Part A - English Language Acquisition (Significant Increase)

The following items are scheduled for allotment by April 23rd, 2026:

- Grant Year 2026 Reallocation of Unallotted Funds
    - PRC 0108 ESEA Title IV, Part A - Student Support & Academic Enrichment Grants
    - PRC 0050 ESEA Title I, Part A - Basic/Concentration/Education Finance/Targeted Grants
    - PRC 0060 IDEA - Section 611 Grants to States
    - PRC 0049 IDEA - Section 619 Preschool Grants
    - PRC 0026 McKinney - Vento Homeless Assistance Act
    - PRC 0103 ESEA Title II, Part A - Supporting Effective Instruction
    - PRC 0104 ESEA Title III, Part A - English Language Acquisition
    - PRC 0109 ESEA Title V, Part B - Rural and Low-Income Schools
    - PRC 0111 ESEA Title III, Part A - English Language Acquisition (Significant Increase)

FY2026-27 Federal Planning Allotments

Federal Planning allotments are underway, status updates will be provided via newsletter or email blast. Please use prior year data and indirect cost rates for planning until those items can be updated.

Deadlines

The next batch of ABC transfers will close at **midnight, Friday April 17th**. Email-submitted transfer and conversion requests received by end of day Monday the 20th will be allotted by April 22nd.

If you have general allotment questions, please email allotments@dpi.nc.gov.

Year-End DART Report - All PSUs

A new dashboard is now available in DART in the PSU section: "FIN101. Monthly Actions". It consolidates data from several existing reports to help PSUs more easily monitor five critical areas that may require attention as we approach year-end: invalid codes, over-expended PRCs, over-obligated PRCs, days used overages, and salary overpaid exceptions. The report shows the number of items (if any) that require attention in each category. Clicking the number of items in each category will pull up detailed reports needed to investigate further.

SBS Summer Conference Save the Date and Hotel Group Rate

Our annual summer conference will be **Thursday, July 23, 2026**. Please hold that date and be aware that it will be at the Embassy Suites in Cary, NC.

The discounted Room Block is open and will be available until July 1st, so please jump on those rates and secure your room. Thank you for your continued participation in our conference! We will send out more information in the coming weeks.

From the Office of School Facilities

FY2025-26 Statewide Facility Needs Survey (FNS) - All LEAs

Every five years, local boards of education are required by G.S.115C-521(a) to submit their long-range plans for school facility needs to the State Board of Education.

The DPI Office of School Facilities has developed a **new web-based reporting system** to assist local school administrative units in developing and reporting their facility needs.

Authorized user enrollment is recommended prior to the FNS ‘go live’ date. District representatives responsible for completing the FNS must be registered as a user to begin data entry, and access the FNS on behalf of a district.

TAKE ACTION NOW – enroll user(s): Facility Needs Survey Enrollment Form

Watch for more communication next week about the survey schedule, training dates, and ‘go-live’ details for the new web-based system.

Please send any questions to FacilityNeedsSurvey@dpi.nc.gov.

From the Office of Exceptional Children

Licensure for Developmental Day Centers

NCDPI and NCDHHS/DCDEE have collaboratively examined the licensure process for Developmental Day Centers who serve children over the age of 12 years. North Carolina child care licensure rules for Developmental Day Centers (DDCs) as outlined in 10A NCAC 09 .2902, specifically speaks to license procedures for child care centers serving preschool aged students.

Effective July 1, 2026, DCDEE will no longer issue child care licenses to Developmental Day Centers for the purpose of providing full-day educational services for children over the age of 6. Children ages seven through twelve served in Developmental Day Centers shall be permitted under the following applicable guidelines, unless determined otherwise by the local LEA, community based Developmental Day Center, and the family.

- Before- and after-school care
- Summer programming

Providers currently serving children over six in a full-day educational capacity should begin planning for compliance with this updated policy.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

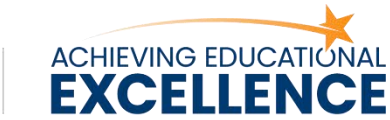
DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
04/17/2026	ABC Transfers	03/20/2026
04/20/2026	Real Property Survey	03/20/2026
04/20/2026	Legislative Class Size Reports	04/02/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
4/20/2026	Class size waiver requests and affidavits	04/02/2026
04/20/2026	Prior Year Refunds in the Cash App for April FRD	04/09/2026

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April 23, 2026

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FBS Homepage

Changes to Cash Request Date Monday, April 27, 2026 - All PSUs

DPI has revised the cut-off time for the Cash Request Date of **Monday, April 27, 2026**. The new cut-off time is **5:00 PM** (for this date only). Please note the following details:

- Cash Request Date: Monday, April 27, 2026
- Cut-off Time: 5:00 PM
- Funds Requirement Date (FRD): Thursday, April 30, 2026
- Emergency Cash Requests: No emergency cash requests will be accepted for the FRD of Thursday, April 30, 2026.

Please plan your cash requests accordingly. If you have any questions, please contact cashmgt@dpi.nc.gov.

Prior Year Refunds Update - All PSUs

This week SBS processed all prior year refunds entered into the Cash App as of April 20th. The next processing date will be the week of **May 18th**.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. Only checks for previously submitted droplet forms will be accepted. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, and Sales Tax funds.

LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

SBS Year End Updates - All PSUs

SBS has posted year end letters to our What's New page, which go through the FY 25-26 closeout process in June/July. We will be holding the following webinars in May to review this process, but please read the memo in its entirety. The webinars will be recorded for those that cannot attend.

- LEAs: Tuesday, May 12th from 2 - 3 pm
  - Password: ifJHKQmB253
- IPS: Thursday, May 14th from 11am- 12 pm
  - Password: 5sYVJeyEU47

Please work with your PSU's EDDIE administrators to make sure you have a primary and secondary datafile contact for your PSU entered into the system, as well as your PSU's contact for your datafile vendor (Linq, Sylogist, etc.). Make sure each contact has both a work phone number (including an extension, if applicable) and a cell phone number. Cell phone numbers will not be made public and will only be visible to DPI. Having a cell number on file is especially important if urgent contact is needed during the close-out period.

Year-End DART Report

A new dashboard is now available in DART in the PSU section: "FIN101. Monthly Actions". It consolidates data from several existing reports to help PSUs more easily monitor five critical areas that may require attention as we approach year-end: invalid codes, over-expended PRCs, over-obligated PRCs, days used overages, and salary overpaid exceptions. The report shows the number of items (if any) that require attention in each category. Clicking the number of items in each category will pull up detailed reports needed to investigate further.

Allotments Update

FY2025-26 Allotments

The following items are scheduled for allotment by April 23rd, 2026:

- Federal Approvals-to-date
  - PRC 0110 Title IV, Part B - 21st Century Community Learning Centers
- Grant Year 2026 Reallocation of Unallotted Funds
  - PRC 0108 ESEA Title IV, Part A - Student Support & Academic Enrichment Grants
  - PRC 0050 ESEA Title I, Part A - Basic/Concentration/Education Finance/Targeted Grants
  - PRC 0060 IDEA - Section 611 Grants to States
  - PRC 0049 IDEA - Section 619 Preschool Grants
  - PRC 0026 McKinney - Vento Homeless Assistance Act
  - PRC 0103 ESEA Title II, Part A - Supporting Effective Instruction
  - PRC 0104 ESEA Title III, Part A - English Language Acquisition
  - PRC 0109 ESEA Title V, Part B - Rural and Low-Income Schools
  - PRC 0111 ESEA Title III, Part A - English Language Acquisition (Significant Increase)

FY2025-26 PRC 0001 New Teacher Orientation Allotments

New Teacher Orientation (NTO) allotments will be allotted in May, after the final salary report is provided for the NTO data necessary for this allotment. Per policy, eligible teachers must be paid from pay code object 125 for the additional days of employment and the three additional days must be completed by April 30th. Please refer to the Allotment Policy Manual for additional information on the NTO allotment to PRC 0001 Classroom Teachers.

FY2026-27 Federal Planning Allotments

Federal Planning allotments are underway, status updates will be provided via newsletter or email blast. Please use prior year data and indirect cost rates for planning until those items can be updated.

Deadlines - LEAs Only

The next batch of ABC transfers will close at **midnight, Friday May 22nd**. Email-submitted transfer and conversion requests received by end of day Tuesday the 26th will be allotted by May 29th. Please be advised that this is the last planned ABC Transfer batch for the fiscal year, this includes the email-submitted transfers and conversions as well.

If you have general allotment questions, please email allotments@dpi.nc.gov.

SBS Summer Conference Save the Date and Hotel Group Rate

Our annual summer conference will be **Thursday, July 23, 2026**. Please hold that date and be aware that it will be at the Embassy Suites in Cary, NC.

The discounted Room Block is open and will be available until July 1st, so please jump on those rates and secure your room. Thank you for your continued participation in our conference! We will send out more information in the coming weeks.

From the Office of School Facilities

FY2025-26 Statewide Facility Needs Survey (FNS) - All LEAs

FY2025-26 Statewide Facility Needs Survey (FNS)

Every five years, local boards of education are required by G.S.115C-521(a) to submit their long-range plans for school facility needs to the State Board of Education.

The DPI Office of School Facilities has developed a new web-based reporting system to assist local school administrative units in developing and reporting their facility needs.

Authorized user enrollment is recommended prior to the FNS ‘go live’ date. District representatives responsible for completing the FNS must be registered as a user to begin data entry and access the FNS on behalf of a district.

TAKE ACTION NOW – enroll user(s): Facility Needs Survey Enrollment Form

Survey Go-Live Date: May 4, 2026

User Training Dates: May 6, 2026 and May 7, 2026

These are initial user training sessions – additional training date may be provided, based on demand. Training sessions last approximately 90 minutes – session times will be provided when FNS training sign-up forms are sent to enrolled users. Enrolled users will only need to attend one training session and registration will be required.

Survey Completion: (TBD)

For questions please contact: FacilityNeedsSurvey@dpi.nc.gov.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 5:00 pm	Cash Requests for Friday FRD	04/16/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
4/20/2026	Class size waiver requests and affidavits	04/02/2026
05/18/2026	Prior Year Refunds in the Cash App for May FRD	04/23/2026
05/22/2026	ABC Transfers	4/23/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

April 30, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage

Monthly Data Files Submission - All PSUs

This is a reminder that your **April 2026** Monthly Financial Data Files (MFR, General Expense, Payroll Detail, and Payroll Summary) must be submitted to DPI by **11:59 PM on Monday, May 4, 2026.**

DPI will begin processing data files at **8:00 AM on Tuesday, May 5, 2026**.There must be someone available on-site **Tuesday, May 5, 2026, and Wednesday, May 6, 2026**, to answer any data files related questions that DPI may have.

Delayed responses pause the processing for **ALL** PSUs.

Governor's Budget- Benefit Rates

The governor's budget was released last week and included an increase in hospitalization and retirement. The proposed hospitalization rate for FY 2026-27 is $8,925 and the proposed retirement rate is 25.76%. We will continue to provide updates throughout the legislative session as we know more.

Prior Year Refunds Update - All PSUs

This week SBS processed all prior year refunds entered into the Cash App as of April 20th.The next processing date will be the week of **May 18th**.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. Only checks for previously submitted droplet forms will be accepted. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, and Sales Tax funds.

LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

SBS Year End Updates - All PSUs

SBS has posted year end letters to our What's New page, which go through the FY 25-26 closeout process in June/July. We will be holding the following webinars in May to review this process, but please read the memo in its entirety. The webinars will be recorded for those that cannot attend.

- LEAs: Tuesday, May 12th from 2 - 3 pm
  - Password: ifJHKQmB253
- IPS: Thursday, May 14th from 11am- 12 pm
  - Password: 5sYVJeyEU47

Please work with your PSU's EDDIE administrators to make sure you have a primary and secondary datafile contact for your PSU entered into the system, as well as your PSU's contact for your datafile vendor (Linq, Sylogist, etc.). Make sure each contact has both a work phone number (including an extension, if applicable) and a cell phone number. Cell phone numbers will not be made public and will only be visible to DPI. Having a cell number on file is especially important if urgent contact is needed during the close-out period.

Year-End DART Report

A new dashboard is now available in DART in the PSU section: "FIN101. Monthly Actions". It consolidates data from several existing reports to help PSUs more easily monitor five critical areas that may require attention as we approach year-end: invalid codes, over-expended PRCs, over-obligated PRCs, days used overages, and salary overpaid exceptions. The report shows the number of items (if any) that require attention in each category. Clicking the number of items in each category will pull up detailed reports needed to investigate further.

Allotments Update

FY2025-26 Allotments

The following items are scheduled for allotment by May 5, 2026

- State approvals as of April 17, 2026
  - PRC 0063 Children with Disabilities - Special Funds
  - PRC 0089 Children with Disabilities - Special State Reserve
- Federal approvals as of April 24, 2026
  - PRC 0060 IDEA - Section 611 Grants to States
  - PRC 0082 IDEA - Special Education State Improvement Grant
  - PRC 0110 Title IV, Part B - 21st Century Community Learning Centers

FY2026-27 Federal Planning Allotments

Grant Year 2027 Federal Planning allotments will be added to the BAAS system starting the week of May 4th. Status updates will be provided via newsletter or email blast as additional planning allotments are added. Once all planning allotments are finished, they will be posed on DART as well.

Deadlines

Paid Parental Leave (PPL) Reimbursement Opens May 4, 2026 – IPS Only

The third and final submission period for PPL reimbursement requests will close at **midnight**, **Friday, May 15th**.

For additional information regarding the Paid Parental Leave reimbursement process, please see the 10/16/25 newsletter.

Allotment Transfers and Conversions – LEAs Only

The next scheduled batch of ABC transfers will close at **midnight, Friday May 22nd**. Email-submitted transfer and conversion requests received by end of day Tuesday the 26th will be allotted by May 29th.

Please be advised that this is the last planned ABC Transfer batch for the fiscal year, this includes the email-submitted transfers and conversions as well.

If you have general allotment questions, please email allotments@dpi.nc.gov

SBS Summer Conference Save the Date and Hotel Group Rate

Our annual summer conference will be **Thursday, July 23, 2026**. Please hold that date and be aware that it will be at the Embassy Suites in Cary, NC.

The discounted Room Block is open and will be available until July 1st, so please jump on those rates and secure your room. Thank you for your continued participation in our conference! We will send out more information in the coming weeks.

From the Office of Federal Programs

Upcoming CCIP Formula Application Process Update: Substantial & Full Approval - All PSUs

We would like to share an early update regarding a change to the upcoming application process tentatively opening May 1st (pending planning allotments).

Beginning this year, the Office of Federal Programs formula applications will include a two-step approval process within CCIP.

- Substantial Approval (May 1st – June 30th) – submission of assurances that will allow PSUs to begin obligating funds by July 1st.
- Full Approval (opening July 1st) – submission of the full application, including budget, at which point funding will become available upon approval.

This is a shift from prior years, and we wanted to provide an early heads up so PSUs can begin planning accordingly. Achieving substantial approval by June 30th will be important to ensure funds are available during the entire period of performance. This will be a firm deadline, and extensions will not be granted for substantial approvals. PSUs are still required to submit for substantial approval if the June 30th deadline is

missed; however, if it is not approved by June 30th, the date the substantial application is fully approved through Division Administrator approval will serve as the official substantial approval date for fiscal audit purposes.

Additional support and resources will be provided soon to help walk through this updated process.

For reference, please review the attached presentation (Substantial Approval vs. Full Approval of Application).

If you have any questions, please feel free to reach out to your assigned OFP Consolidated Program Administrator.

From the Office of School Facilities

FY2025-26 Statewide Facility Needs Survey (FNS) - All LEAs

FY2025-26 Statewide Facility Needs Survey (FNS)

Every five years, local boards of education are required by G.S.115C-521(a) to submit their long-range plans for school facility needs to the State Board of Education.

The DPI Office of School Facilities has developed a new web-based reporting system to assist local school administrative units in developing and reporting their facility needs.

Authorized user enrollment is recommended prior to the FNS 'go live' date. District representatives responsible for completing the FNS must be registered as a user to begin data entry and access the FNS on behalf of a district.

TAKE ACTION NOW – enroll user(s): Facility Needs Survey Enrollment Form

Survey Go-Live Date: May 4, 2026

User Training Dates: May 6, May 12, and May 14, 2026

Training sessions last approximately 90 minutes – session times will be provided when FNS training sign-up forms are sent to enrolled users. Enrolled users will only need to attend one training session and registration will be required. Based on user needs, additional training sessions may be scheduled.

Survey Data Entry Completion: June 30. 2026

Survey Certification Form Completion: July 30, 2026

Due date extensions are available to accommodate final review, submission, and approval.

Send questions to: FacilityNeedsSurvey@dpi.nc.gov

Questions? Contact SBS.

TOPIC	EMAIL

Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
05/04/26 by 11:59 p.m.	Month Finical Files due	04/30/2026
Monday at 11:45 p.m.	Cash Requests for Friday FRD	11/21/2024

LEAs

DUE DATE	TOPIC	NEWSLETTER
05/18/2026	Prior Year Refunds in the Cash App for May FRD	04/23/2026
05/22/2026	ABC Transfers	4/23/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

May 7, 2026

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FBS Homepage

Legislative Class Size Report Update - IPS Only

Please ensure this information is shared with the appropriate staff members.

Charter schools can now run the Legislative Class Size Report. The charter school deadline for this report is **Friday, May 15, 2026**. Thank you for your patience.

Every PSU must submit the required reports for all schools to meet federal requirements for reporting class size. LCS reports will include all schools and appropriate grade levels in the PSU. Exempt schools and courses will be removed after submission before DPI compiles class size averages. The LCS Report submission window closed April 20, 2026 for LEAs.

Please reach out to your SIS PLT team member if you have questions about Infinite Campus, and please reach out to Catherine Mau for policy questions. Thank you for submitting the LCS report on time.

SBS Year End Updates - All PSUs

SBS has posted year end letters to our What's New page, which go through the FY 25-26 closeout process in June/July. We will be holding the following webinars in May to review this process, but please read the memo in its entirety. The webinars will be recorded for those that cannot attend.

- LEAs: Tuesday, May 12th from 2 - 3 pm
  - Password: ifJHKQmB253
- IPS: Thursday, May 14th from 11am- 12 pm
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Year-End DART Report

A new dashboard is now available in DART in the PSU section: "FIN101. Monthly Actions". It consolidates data from several existing reports to help PSUs more easily monitor five critical areas that may require attention as we approach year-end: invalid codes, over-expended PRCs, over-obligated PRCs, days used

overages, and salary overpaid exceptions. The report shows the number of items (if any) that require attention in each category. Clicking the number of items in each category will pull up detailed reports needed to investigate further.

EDDIE Year-End

The data in EDDIE must always be current for the current school year. Enter data that will become effective for 2026-2027 beginning July 1, 2026. For more information, please see the EDDIE Year End Memo posted to the SBS EDDIE webpage.

Please work with your PSU's EDDIE administrators to make sure you have a primary and secondary datafile contact for your PSU entered into the system, as well as your PSU's contact for your datafile vendor (Linq, Sylogist, etc.). LEAs must also have a Finance Officer contact. Charters must have a Finance Director (if applicable) and a Director Charter School contact.

Make sure all the staff listed above for your PSU have both a work phone number (including their extension) and a cell phone number. Cell phone numbers will not be made public and will only be visible to DPI. Having a cell number on file is especially important if urgent contact is needed during the close-out period.

Allotments Update

FY2025-26 Allotments

The following items are scheduled for allotment by May 8, 2026

- PRC 0073 School Connectivity Final Allotments per the Office of Digital Learning and School Connectivity
- PRC 0120 LEA Financed Purchase of School Buses Delivery Allotments per the Office of District Operations
- State approvals as of April 17, 2026
    - PRC 0063 Children with Disabilities - Special Funds
    - PRC 0089 Children with Disabilities - Special State Reserve

- Federal approvals as of May 4, 2026

    - PRC 0060 IDEA - Section 611 Grants to States
    - PRC 0082 IDEA - Special Education State Improvement Grant
    - PRC 0110 Title IV, Part B - 21st Century Community Learning Centers
    - PRC 0118 IDEA - IDEA Special Needs Targeted Assistance

FY2026-27 Federal Planning Allotments

Grant Year 2027 Federal Planning allotments will be added to the BAAS system after final Program reviews have concluded. Status updates will be provided via newsletter or email blast as additional planning allotments are added. Thank you for your continued support and patience as we work to ensure the most current data available is utilized in the formulas.

Deadlines

Paid Parental Leave (PPL) Reimbursement Opens May 4, 2026 – IPS Only

The third and final submission period for PPL reimbursement requests opened May 4th and will close at **midnight**, **Friday, May 15th**.

For additional information regarding the Paid Parental Leave reimbursement process, please see the 10/16/25 newsletter.

Holocaust Substitute Reimbursement – All PSUs

Reimbursement forms are due by end of day Friday, May 8, 2026, and will be allotted by **May 29th**.

Allotment Transfers and Conversions – LEAs Only

The next scheduled batch of ABC transfers will close at **midnight, Friday May 22nd**. Email-submitted transfer and conversion requests received by end of day Tuesday the 26th will be allotted by May 29th.

Please be advised that this is the last planned ABC Transfer batch for the fiscal year, this includes the email-submitted transfers and conversions as well.

If you have general allotment questions, please email allotments@dpi.nc.gov

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From the Office of School Facilities

FY2025-26 Statewide Facility Needs Survey (FNS) - All LEAs

The FY2025-26 Statewide Facility Needs Survey is now live. LEAs who have not previously enrolled users to complete the FNS should complete the enrollment step ASAP: Facility Needs Survey Enrollment Form

Enrolled users will receive a link to register for online survey training. User training sessions are scheduled for 10:00am and 2:00pm on the following dates: May 12, and May 14, 2026.

Training sessions last approximately 90 minutes. Enrolled users will only need to attend one training session (but may attend multiple sessions) and registration is required. Based on user needs, additional training sessions may be scheduled.

Survey Data Entry Completion: June 30, 2026

Survey Certification Form Completion: July 30, 2026

Due date extensions are available to accommodate final review, submission, and approval. Send questions to: FacilityNeedsSurvey@dpi.nc.gov

Questions? Contact SBS.

TOPIC	EMAIL
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Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 p.m.	Cash Requests for Friday FRD	11/21/2024
05/08/2026	Holocaust Substitute Reimbursement Forms	05/07/2026
06/30/2026	CCIP Formula Application - Substantial Approval for funds obligated July 1	04/30/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
05/18/2026	Prior Year Refunds in the Cash App for May FRD	04/23/2026
05/22/2026	ABC Transfers	04/23/2026
06/30/2026	Facility Needs Survey Data Entry	04/30/2026
07/30/2026	Facility Needs Survey Certification Form	04/30/2026

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North Carolina Department of PUBLIC INSTRUCTION | ACHIEVING EDUCATIONAL EXCELLENCE

School Business Services

North Carolina Department of Public Instruction

NCDPI

May 14, 2026

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FBS Homepage

FY2026-27 Legislative Update

This week the General Assembly announced they have agreed to a budget framework that allows them to move forward on negotiating a comprehensive budget deal. Although they have agreed on the major points of contention, this in no way guarantees that a state budget will be finalized. No draft appropriations bills or other documents have been published at this time; however, we will keep you updated as we receive more information in the coming weeks of the legislative session.

Please note that our understanding is that this compromise would apply to the upcoming year (FY2026-27), not the current year (2025-26). Reach out to SchoolFinancialReporting@dpi.nc.gov if you have questions.

FY26-27 Indirect Cost Rates

The indirect cost rates for FY 26-27 have been posted to DART in the PSU section under GEN201. Indirect Costs by Year. They have been loaded into BAAS system for the datafile vendors. Thank you for your patience. If you have questions please email SchoolFinancialReporting@dpi.nc.gov.

Legislative Class Size Report Update - IPS Only

Please ensure this information is shared with the appropriate staff members.

Charter schools can now run the Legislative Class Size Report. The charter school deadline for this report is **Friday, May 15, 2026**. Thank you for your patience.

Every PSU must submit the required reports for all schools to meet federal requirements for reporting class size. LCS reports will include all schools and appropriate grade levels in the PSU. Exempt schools and courses will be removed after submission before DPI compiles class size averages. The LCS Report submission window closed April 20, 2026 for LEAs.

Please reach out to your SIS PLT team member if you have questions about Infinite Campus, and please reach out to Catherine Mau for policy questions. Thank you for submitting the LCS report on time.

Cash Updates

Memorial Day Cash Deadline - All PSUs

For the Funds Requirement Date (FRD) of Friday, May 29, 2026, the cash request cut-off date and time is the state and federal holiday of **Monday, May 25, 2026, at 11:45 PM**. PSUs do not need to wait until the day of the cut off to request cash.

There should be more than one person subscribed to the PSU Cash Application who can request cash. For cash inquiries, please contact CashMgt@dpi.nc.gov.

2nd Zero Out Process - LEAs Only

FBS processed the second zero out today, May 14 for the expenditures reported in the April datafiles. Please contact CashMgt@dpi.nc.gov if you have any questions about funds being pulled back.

As a reminder, the second zero-out will pull back cash that was received for unauthorized expenditures that exceeded the allotments, according to the MFR report from the end of the previous month. **LEAs with cash pulled back during this period will need to execute journal entries to move those expenditures before their next MFR submission.** To assist PSUs, FBS has prepared an FAQ which has been posted to our What's New page.

PSUs can view their funds to be pulled back using the "108. State PRCs - Reported Expenditures Greater Than Allotments Report" on SBSDART. Please note that this process does not apply to position allotments, other guaranteed allotments, or allotments that are separately requested in the PSU cash application. The report also does not include encumbrances; it only uses expenditures. It also does not include PRCs that currently do not have an allotment.

SBS Year End Updates - All PSUs

SBS has posted year end letters to our What's New page, which go through the FY 25-26 closeout process in June/July. Please read the memo in its entirety.

Thank you to those who attended one of this week's webinars. The slides and recordings have also been posted to our What's New page for those that cannot attend.

Year-End DART Report

A new dashboard is now available in DART in the PSU section: "FIN101. Monthly Actions". It consolidates data from several existing reports to help PSUs more easily monitor five critical areas that may require attention as we approach year-end: invalid codes, over-expended PRCs, over-obligated PRCs, days used overages, and salary overpaid exceptions. The report shows the number of items (if any) that require attention in each category. Clicking the number of items in each category will pull up detailed reports needed to investigate further.

EDDIE Year-End

The data in EDDIE must always be current for the current school year. Enter data that will become effective for 2026-2027 beginning July 1, 2026. For more information, please see the EDDIE Year End Memo posted to the SBS EDDIE webpage.

Please work with your PSU's EDDIE administrators to make sure you have a primary and secondary datafile contact for your PSU entered into the system, as well as your PSU's contact for your datafile vendor (Linq, Sylogist, etc.). LEAs must also have a Finance Officer contact. Charters must have a Finance Director (if applicable) and a Director Charter School contact.

Make sure all the staff listed above for your PSU have both a work phone number (including their extension) and a cell phone number. Cell phone numbers will not be made public and will only be visible to DPI. Having a cell number on file is especially important if urgent contact is needed during the close-out period.

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Allotments Update

FY2025-26 Allotments

The following items are scheduled for allotment by May 15, 2026:

- PRC 0001 Classroom Teachers New Teacher Orientation (NTO) Allotments
- PRC 0015 School Technology Interest Allotments
- PRC 0255 NBPTS Certification Support Allotments per the Office of Licensure and Educator Preparation
- Federal approvals-to-date as received by SBS
    - PRC 0110 Title IV, Part B - 21st Century Community Learning Centers
    - PRC 0118 IDEA - IDEA Special Needs Targeted Assistance

FY2026-27 Federal Planning Allotments

The following FY2026-27 (Grant Year 2027) Federal Planning Allotments have been approved by the program's administrating office and published to both BAAS and DART. The DART publications are located under the PSU (report 303) and Superintendent (report S003) tabs.

- PRC 0017 Career and Technical Education (CTE) – Program Improvement
- PRC 0103 ESEA Title II, Part A - Supporting Effective Instruction
- PRC 0104 ESEA Title III, Part A - English Language Acquisition
- PRC 0108 ESEA Title IV, Part A - Student Support & Academic Enrichment
- PRC 0050 ESEA Title I, Part A – Basic/Concentration/Targeted/Education Finance Incentive Grants
- PRC 0105 ESEA Title I, Part A – School Improvement (Formula) 1003 Funds

- PRC 0107 ESEA Title I, Part D – Neglected and Delinquent (PSU Programs)

For additional information regarding federal planning allotments please see the 5/12/26 newsletter blast. Status updates will be provided for outstanding planning allotments as they become available. If you have questions regarding your financial software, please contact your vendor. If you have questions related to your planning allotment, please email your federal programs contacts and/or the Allotment Section at allotments@dpi.nc.gov.

Deadlines

Paid Parental Leave (PPL) Reimbursement – IPS Only

The third and final submission period for PPL reimbursement requests will close at **midnight, Friday, May 15th**. For additional information regarding the Paid Parental Leave reimbursement process, please see the 10/16/25 newsletter.

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday May 22nd**. Email-submitted transfer and conversion requests received by end of day Tuesday the 26th will be allotted by May 29th. Please be advised that this is the last planned ABC Transfer batch for the fiscal year, this includes the email-submitted transfers and conversions as well.

Sales Tax Refund Reminder - LEAs Only

When filling out the Droplet repayment form for sales tax refunds, please list the grant year when the sale tax refund was actually earned. Sales tax refunds cannot be processed without the correct grant year.

For questions, please contact schoolfinancialreporting@dpi.nc.gov.

From the Office of Exceptional Children

Sunset of Developmental Day Funds for K-12 Students in PSU DDCs

In an effort to mitigate the fiscal impact of these changes on public school units with special education settings serving students in grades K-12 previously eligible for developmental day grant funds administered by the NCDPI Office of Exceptional Children, NCDPI is exploring exercising a time-limited provision that may allow access to developmental day center funds during circumstances that align with the closure or sunset of unique programs.

As part of this review, NCDPI is analyzing existing state statutes, State Board of Education policies, and policies governing services for students with disabilities.

If NCDPI determines that this provision is a viable option, access to developmental day center funds for students in grades K-12 will be time-limited, contingent upon the availability of state funds, and be applicable to circumstances existing prior to July 1, 2026. This provision will not make any changes to the access of developmental day grant funds for preschool children.

Additional details will be communicated as they become available and will be directed to the public school units meeting the criteria for which the provision applies.

From the Office of School Facilities

Update – Statewide Facility Needs Survey - LEAs Only

The FY2025-26 Statewide Facility Needs Survey is now live. LEAs who have not previously enrolled users to complete the FNS should complete the enrollment step ASAP: Facility Needs Survey Enrollment Form

Each individual School District user email address must be provisioned with an individual Microsoft Office 365 license in order to complete the Facilities Needs Survey for FY2025-26. District-wide licensing is not required. Please work with your IT department to provision individual FNS user emails with a Microsoft Office 365 license. A basic license (such as an A1 – free to educators) will allow users to use the complete the survey and submit long range plans for school facility needs.

Survey Data Entry Completion: **June 30, 2026**

Survey Certification Form Completion: **July 30, 2026**

Due date extensions are available to accommodate final review, submission, and approval.

Send questions and support requests to FacilityNeedsSurvey@dpi.nc.gov.

From the Office of Federal Programs

CCIP Formula Application Process Update: Substantial & Full Approval - All PSUs

Both The CCIP FY-27 Consolidated and The Comprehensive and Targeted Support (CSI / TSI) – PRC 0105 Applications are now available for the Substantial Approval process.

Starting this year, the Office of Federal Programs formula applications will include a two-step approval process within CCIP:

- Substantial Approval (due by June 30th) – submission of assurances that will allow PSUs to begin obligating funds by July 1st.
- Full Approval (opening July 1st; due by August 31st) – submission of the full application, including budget, at which point funding will become available upon Division Administrator Approval.

Achieving substantial approval by June 30th will be important to ensure funds are available during the entire period of performance. This is a firm deadline, and extensions will not be granted for substantial approvals. PSUs are still required to submit for substantial approval if the June 30th deadline is missed; however, if it is not approved by June 30th, the date that the substantial application is fully approved through Division Administrator approval will serve as the official substantial approval date for fiscal audit purposes.

For reference and support in completing the substantial approval applications, please review the attached presentations:

- Substantial Approval vs. Full Approval of Application
- How to Complete the Consolidated Substantial Approval Application in CCIP
- How to Complete the CSI-TSI PRC 0105 Substantial Approval Process in CCIP

If you have any questions, please reach out to your assigned Consolidated or Comprehensive and Targeted Support Program Administrator.

From the Office of Athletics

2025-26 Athletics Survey - All PSUs

Unlike last year, the Office of Athletics is handling the Annual Interscholastic Athletics Financial Report this year. The following information was shared with athletic administrators last week. Please reach out to Brad.Alford@dpi.nc.gov if you have any questions.

Public school units with one or more participating schools are reminded of the annual reporting requirement for interscholastic athletics as outlined in G.S. § 115C-407.75. This requirement was established as part of Session Law 2023-133 (Senate Bill 452). Each public school unit must submit its report to the Superintendent of Public Instruction and the State Board of Education no later than **June 15** each year.

The report must include a detailed accounting of both expenditures and revenues associated with interscholastic athletic activities. Expenditures should be reported by category, including administering association fees, salaries or stipends for coaches and staff whose duties are solely related to athletics, capital costs such as construction, repairs, and maintenance of athletic facilities, as well as costs for uniforms and equipment, travel and transportation, officiating, and any other identified expenses.

In addition, public school units must report all revenue generated through interscholastic athletics. This includes gate receipts, concession and merchandise sales, student fees, monetary and in-kind contributions from third-party organizations, and any state or local funding used for athletic facility capital costs, along with other identified funding sources. Reporting should also account for funds maintained in special accounts at the individual school level.

This annual reporting requirement supports transparency and provides a comprehensive view of the financial landscape of interscholastic athletics across North Carolina. The Superintendent of Public Instruction will compile these submissions into a statewide summary and provide both the summary and individual reports to the Joint Legislative Education Oversight Committee by October 15 each year.

Public school units are encouraged to begin compiling the necessary financial data in advance of the **June 15 deadline** to ensure timely and accurate submission. Reports should be submitted using the online reporting form. A PDF copy of the survey is also available to assist PSUs.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 p.m.	Cash Requests for Friday FRD	11/21/2024
06/30/2026	CCIP Formula Application - Substantial Approval for funds obligated July 1	04/30/2026
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LEAs

DUE DATE	TOPIC	NEWSLETTER
05/18/2026	Prior Year Refunds in the Cash App for May FRD	04/23/2026
05/22/2026	ABC Transfers	04/23/2026
06/30/2026	Facility Needs Survey Data Entry	04/30/2026
07/30/2026	Facility Needs Survey Certification Form	04/30/2026

IPS ONLY

DUE DATE	TOPIC	NEWSLETTER
05/15/2026	Legislative Class Size Report	05/07/2026
05/15/2026	Paid Parental Leave Reimbursement	05/07/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

May 21, 2026

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FBS Homepage

Cash Updates

Memorial Day Cash Deadline - All PSUs

For the Funds Requirement Date (FRD) of Friday, May 29, 2026, the cash request cut-off date and time is the state and federal holiday of **Monday, May 25, 2026, at 11:45 PM**. PSUs do not need to wait until the day of the cut off to request cash.

There should be more than one person subscribed to the PSU Cash Application who can request cash. For cash inquiries, please contact CashMgt@dpi.nc.gov.

SBS Year End Updates - All PSUs

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Thank you to those who attended one of this week's webinars. The slides and recordings have also been posted to our What's New page for those that cannot attend.

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Allotments Update

FY2025-26 Allotments

The following items are scheduled for allotment by May 26, 2026:

- PRC 0036 Charter Schools – Paid Parental Leave Reimbursements
- PRC 0073 School Connectivity – Final Allotments as provided by the Office of Digital Learning and School Connectivity

FY2026-27 Federal Planning Allotments

The following FY2026-27 (Grant Year 2027) Federal Planning Allotments have been approved by the program's administrating office and published to both BAAS and DART. The DART publications are located under the PSU (report 303) and Superintendent (report S003) tabs.

- PRC 0049 IDEA – Section 619 Preschool Grants
- PRC 0060 IDEA – Section 611 State Grants

- PRC 0070 IDEA – Comprehensive Coordinated Early Intervening Services (CCEIS)
- PRC 0072 (Tentatively) IDEA – Comprehensive Coordinated Early Intervening Services Preschool (CCEIS)

    - Effective FY2026-27 CCEIS funding will be allotted via two PRCs, PRC 0070 and a PRC for the preschool portion, actual number to be determined. Additional information will be provided, jointly with the EC Office, regarding changes to the application and budgeting process for the new allotment format of CCEIS awards.

For additional information regarding federal planning allotments please see the 5/12/26 newsletter blast. Status updates will be provided for outstanding planning allotments as they become available. If you have questions regarding your financial software, please contact your vendor. If you have questions related to your planning allotment, please email your federal programs contacts and/or the Allotment Section at allotments@dpi.nc.gov.

Deadlines

Allotment Transfers and Conversions – LEAs Only

The next batch of ABC transfers will close at **midnight, Friday May 22nd**. Email-submitted transfer and conversion requests received by end of day Tuesday the 26th will be allotted by May 29th. Please be advised that this is the last planned ABC Transfer batch for the fiscal year, this includes the email-submitted transfers and conversions as well.

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Monitoring and Compliance Updates - All PSUs

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This questionnaire verifies that each PSU has engaged, or is in the process of engaging, an independent certified public accountant for the annual financial audit covering the period July 1, 2025 through June 30, 2026, per state financial oversight requirements and audit timelines.

If you need additional information, please contact the Monitoring and Compliance team at Monitoring@dpi.nc.gov.

Selection of Audit Firms - All PSUs

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You're Invited!



One State. One Network. Endless Impact.

Come join financial leaders from across North Carolina to build meaningful connections and share best practices. Through engaging sessions on school business operations, participants gain practical insights to strengthen financial leadership. Attendees leave empowered with the knowledge and network needed to make sound, strategic financial decisions in their PSUs.



Registration & Payment

Conference Agenda



SBS Summer Conference Save the Date and Hotel Group Rate

Our annual summer conference will be **Thursday, July 23, 2026**. Please hold that date and be aware that it will be at the Embassy Suites in Cary, NC. The conference schedule has been posted to our What's New page. Conference registration is $200 per person from now until June 19th. Late registration begins June 20th at $250 per person. Instructions to register are below:

1. Go to our online participant registration portal. DPI Staff planning to attend should register online using our staff registration portal.
2. Once you have submitted your registration, you will receive an email confirmation from noreply@dpi.nc.gov (subject line "2026 FBS Summer Conference Registration FBS26"). Be sure to check your spam folder if it does not appear in your inbox. The invoice attached to that email will provide you with your conference code and invoice number, which you will need when submitting your payment.
3. Go to DPI's online payment portal if paying online with a credit card. You can also pay via invoice and check - instructions on how to do so are on the invoice attached to your registration confirmation.
4. If you need to cancel or transfer your registration to another representative at your PSU, please complete our Transfer Form.

The discounted Room Block is open and will be available until July 1st, so please jump on those rates and secure your room. Thank you for your continued participation in our conference! We will send out more information in the coming weeks.

Allotments Update

FY2025-26 Allotments

The following items are scheduled for allotment by May 29, 2026:

- Transfer and Conversion Requests as of May 27, 2026
    - PRC 0001 Classroom Teachers
    - PRC 0004 K-5 Program Enhancement Teachers
    - PRC 0020 International Faculty Exchange Teachers
    - PRC 0006 School Health Personnel-Position
    - PRC 0008 School Health Personnel Conversion to Dollars
    - PRC 0110 Title IV, Part B - 21st Century Community Learning Centers Approvals as of May 22, 2026

Allotment System Update

New Report: Federal Allotment - 102 Beginning Balance and Year-to-Date

A new federal allotment report is now available for PSU view. This report displays the grant year beginning balances (previously known as carryover) plus the grant year funding allotted to date by fiscal year. The grant year total in this report reconciles with grant year funding amounts in the DART and PSU cash applications which should alleviate any confusion from the previous discrepancy amongst the reports. The report is located at General Reports\Federal Allotment\Beginning Bal + YTD.

Independent Public Schools Q&A (Charters, Labs, and Regional)

On June 16 the Office of School Business will host a June Q&A session to provide support for Independent Public Schools (IPS). Only questions submitted in advance will be addressed during the webinar.

Questions asked during the session will be collected and answered in a follow-up FAQ.

Please use the Question Submission Form to submit your questions by 1:00 p.m. on **Monday, June 8**. Questions received after this deadline will be included in the following month's Q&A session.

From the Office of Federal Programs

Guidance Regarding Transferability and AFUA Dear Colleague Letters

You may have received or seen two Dear Colleague Letters released this week by the U.S. Department of Education regarding ESEA flexibilities related to Transferability authority and the Alternative Fund Use Authority (AFUA). While these recent memos help bring renewed attention to these flexibilities, it is important to note that the authorities themselves are not new.

Both transferability and AFUA have been built into the current ESEA framework for many years and are already incorporated into the application process and federal program structure. The recent communications from USED are intended to increase awareness and encourage thoughtful use of these existing options as PSUs work to align federal funds with local priorities.

Under ESEA Section 5103, LEAs may transfer allowable portions of Title II, Part A and Title IV, Part A funds into other eligible ESEA programs without prior approval from the Department. PSUs are only required to notify the Office of Federal Programs, which occurs during the application process.

Similarly, AFUA provides eligible rural PSUs with additional flexibility in how certain funds may be used. Specifically, SRSA-eligible PSUs may use Title II, Part A and Title IV, Part A funds for activities authorized under several other ESEA programs without formally transferring the funds.

As a reminder, SRSA is a direct grant program administered by the U.S. Department of Education. PSUs that participate in SRSA would already know they are part of the program because they receive direct communication and funding from USED related to SRSA eligibility and participation.

These flexibilities can provide valuable opportunities for PSUs, particularly rural districts, to better align resources with student and community needs while reducing administrative burden.

Please let your consolidated federal program administrator know if you have any questions regarding implementation or how these flexibilities may apply within your PSU.

Questions? Contact SBS.

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Once signed, the LEA audit contracts are submitted by the audit firm, to the State Treasurer's office for approval via the State Treasurer LGC Portal. If approved, the State Treasurer will also sign the contract. LEA Audit Invoices for approved work must be submitted to the State Treasurer's office for review and approval prior to payment. LEA Auditors can submit interim invoices, up to 75% of the total contact amount for review and approval, prior to completion of the audit. LEA submittals to the State Treasurer's office need to utilize the LGC File Transfer Portal. Charter Schools are exempt from the LGC submittal process.

Once complete and approved LEA audits are submitted via the State Treasurer LGC Portal. Charter School Audits are submitted via the EPICCENTER tool (information on EPICENTER can be found on the Office of Charter Schools website).

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Registration and Payment

Conference Agenda



SBS Summer Conference Save the Date and Hotel Group Rate

Our annual summer conference will be **Thursday, July 23, 2026**. Please hold that date and be aware that it will be at the Embassy Suites in Cary, NC. The conference schedule has been posted to our What's New page. Conference registration is $200 per person from now until June 19th. Late registration begins June 20th at $250 per person. Instructions to register are below:

1. Go to our online participant registration portal. DPI Staff planning to attend should register online using our staff registration portal.
2. Once you have submitted your registration, you will receive an email confirmation from noreply@dpi.nc.gov (subject line "2026 FBS Summer Conference Registration FBS26"). Be sure to check your spam folder if it does not appear in your inbox. The invoice attached to that email will provide you with your conference code and invoice number, which you will need when submitting your payment.
3. Go to DPI's online payment portal if paying online with a credit card. You can also pay via invoice and check - instructions on how to do so are on the invoice attached to your registration confirmation.
4. If you need to cancel or transfer your registration to another representative at your PSU, please complete our Transfer Form.

The discounted Room Block is open and will be available until July 1st, so please jump on those rates and secure your room. Thank you for your continued participation in our conference! We will send out more information in the coming weeks.

Allotments Update

FY2025-26 Allotments

The following items are scheduled for allotment by June 8, 2026:

- PRC 0015 School Technology Fund Interest Allotments (February – April)
- PRC 0255 NBPTS Certification Support Adjustments per the Office of Licensure and Educator Preparation
- PRC 0110 Title IV, Part B - 21st Century Community Learning Centers Approvals as of May 29, 2026

The noted revision is the last scheduled allotment for the fiscal year with the exception of the reversion of remaining balances as of June 30th which will occur in July but posted to FY2026.

Independent Public Schools Q&A (Charters, Labs, and Regional)

On June 16 at 2 pm the Office of School Business will host a June Q&A session to provide support for Independent Public Schools (IPS). Only questions submitted in advance will be addressed during the webinar. Questions asked during the session will be collected and answered in a follow-up FAQ.

Please use the Question Submission Form to submit your questions by 1:00 p.m. on **Monday, June 8**. Questions received after this deadline will be included in the following month's Q&A session.

Webinar information:

- Registration Link
- Password: dzXrccgs642

SBS Staff Changes

It is with great sadness that we announce that Nathan Craver is leaving School Business Services. He is moving on to a position as Executive Director of Financial Data Reporting and Analytics with Charlotte Mecklenburg Schools. We hope you will join us in wishing him all the best in his new role. His last day at DPI will be June 12th. His position is currently posted, but if you have questions about DART in the interim, please email Michael Ray.

Jane Seo has now retired, and her last day at DPI was May 29. All questions about UERS files should go to Michael Ray or School Financial Reporting.

In addition, we have welcomed several new employees in School Business. Cody Edwards joined us as a Charter School Analyst on March 16. Todd Hall joined us as a Program Analyst on May 13. And on Monday, June 8, we will welcome Frances Glasser as our new Allotments Analyst.

We remain committed to building a strong, talented team that delivers the service and support you expect and deserve.

From the Office of School Facilities

June PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests - LEAs Only

Monthly distribution requests for PSBCF, PSBRRF, and NBPSCF lottery revenue for Capital Projects are due by **June 24, 2026**. Signed request forms and questions about lottery capital funds should be directed to Dennis Hilton, PE, via email.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 p.m.	Cash Requests for Friday FRD	11/21/2024
06/15/2026	Annual Audit Engagement Questionnaire	05/29/2026
06/19/2026	SBS Conference - Early Registration	5/29/2026
06/22/2026 at 4 p.m.	Final FY26 Cash request date for LEAs and Charters (not Lab Schools) for the final FY26 FRD of 6/26/26.	04/21/26
06/24/2026 at 5 p.m.	Optional additional MFR submission	05/21/2026
06/30/2026	June datafiles due	04/21/2026
06/30/2026	SBS Conference - Hotel Group Rate expires	04/16/2026
06/30/2026	CCIP Formula Application - Substantial Approval for funds obligated July 1	04/30/2026
08/31/2026	CCIP Formula Application - Full Approval	05/14/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
06/29/2026 at 4 p.m.	First State Cash request for FY27 for FRD of 7/2/2026	04/21/2026
06/30/2026	Facility Needs Survey Data Entry	04/30/2026
07/03/2026	PSU Final PSR and MFR datafile submission	04/21/2026
07/30/2026	Facility Needs Survey Certification Form	04/30/2026

IPS ONLY

DUE DATE	TOPIC	NEWSLETTER
06/08/2026	Question submission for the June 16 Independent Public Schools Q&A with SBS	05/29/2026
06/15/2026	Final FY26 Cash request date for Lab Schools for the final FY26 FRD of 6/19/26.	04/21/2026

View Prior Newsletters

School Business Services

North Carolina Department of Public Instruction

NCDPI

June 11, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage

SBS Year End Updates - All PSUs

SBS has posted year end letters to our What's New page, which go through the FY 25-26 closeout process in June/July. Below is a quick reference table of key dates, but please read the memo in its entirety. The slides and recordings of the webinars have also been posted to our What's New page for those that couldn't attend.

DATE	PSU TYPE	ACTION ITEM
Monday 6/15/26	Lab Schools	Deadline to request cash for the final FY26 FRD of 6/19/26. This is a standard cash request deadline for charter and regional schools.
Monday 6/22/26	All (except Lab Schools)	Deadline to request cash for the final FY26 FRD of 6/26/26. All cash requests must be received by 4 PM.
Wednesday 6/24/26	All	Optional additional MFR submission for PSUs wishing to test their datafile before the 6/30 deadline. Files received by 5pm will post by noon on 6/25.
Monday 6/29/26	LEAs	Request State cash by 4 PM for FY27 for FRD of 7/2/26
Tuesday 6/30/26	All	PSUs submit June data files prior to midnight
Wednesday 7/1/26	All	DPI will pull all data files after 12:01AM. PSU Datafile contacts will need to be available for contact by DPI if needed until Friday, July 3rd.
Thursday 7/2/26	LEAs	PSU correction period to correct data files – PSR file must be submitted.

Friday 7/3/26	LEAs	PSU FINAL PSR & MFR data file submission by 4:30 PM.

Additional MFR Upload – All PSUs

For close out, we will accept and post an additional MFR file so that all PSUs can see any issues that they need to fix in the final week of June. If you wish to participate in this preliminary submission, please submit your MFR by **5pm on June 24**. Files received will be posted by noon on June 25th.

Regardless of whether you send a test file on June 24th, all PSUs MUST send final files by **11:59 pm on June 30th**.

Additional PSF Uploads/LicSal – LEAs Only

Starting this week (Tuesday, 5/19/2026) DPI can process Payroll Summary Files (PSF) twice per week, on both Tuesdays and Thursdays each week. LINQ users will have files automatically pulled at 2 am on Monday and Wednesday evenings (technically 2 am on Tuesday/Thursday). Users of other ERP systems need to send their files to DPI using the regular process by noon on Tuesday and Thursday. Files will be posted to LicSal by 1:30 pm the same day.

Given this new opportunity to accept additional files, the following schedule outlines the PSF submission dates for the rest of the fiscal year:

- For June (Pay Period 12)
  - Tuesday 6/16/2026
  - Thursday 6/18/2026
  - Tuesday 6/23/2026
  - Final Payroll Summary file for June Pay Period 12 due 6/30/2026 11:59 PM

- Correction Period for Pay Period 12

  - 7/2/2026
    - Morning Processing Files due 8:30 AM; loaded to LicSal by 10:00 AM
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Year-End DART Report

A new dashboard is now available in DART in the PSU section: "FIN101. Monthly Actions". It consolidates data from several existing reports to help PSUs more easily monitor five critical areas that may require attention as we approach year-end: invalid codes, over-expended PRCs, over-obligated PRCs, days used overages, and salary overpaid exceptions. The report shows the number of items (if any) that require attention in each category. Clicking the number of items in each category will pull up detailed reports needed to investigate further.

EDDIE Year-End

The data in EDDIE must always be current for the current school year. Enter data that will become effective for 2026-2027 beginning July 1, 2026. For more information, please see the EDDIE Year End Memo posted to the SBS EDDIE webpage.

Please work with your PSU's EDDIE administrators to make sure you have a primary and secondary datafile contact for your PSU entered into the system, as well as your PSU's contact for your datafile vendor (Linq, Sylogist, etc.). LEAs must also have a Finance Officer contact. Charters must have a Finance Director (if applicable) and a Director Charter School contact.

Make sure all the staff listed above for your PSU have both a work phone number (including their extension) and a cell phone number. Cell phone numbers will not be made public and will only be visible to DPI. Having a cell number on file is especially important if urgent contact is needed during the close-out period.

Monitoring and Compliance Updates - All PSUs

Annual Audit Engagement Questionnaire

All PSUs are required to complete the linked Auditor Questionnaire by **June 15, 2026**. New Charter Schools opening for the 2026-27 school year are exempt from this requirement.

This questionnaire verifies that each PSU has engaged, or is in the process of engaging, an independent certified public accountant for the annual financial audit covering the period July 1, 2025 through June 30, 2026, per state financial oversight requirements and audit timelines.

If you need additional information, please contact the Monitoring and Compliance team at Monitoring@dpi.nc.gov.

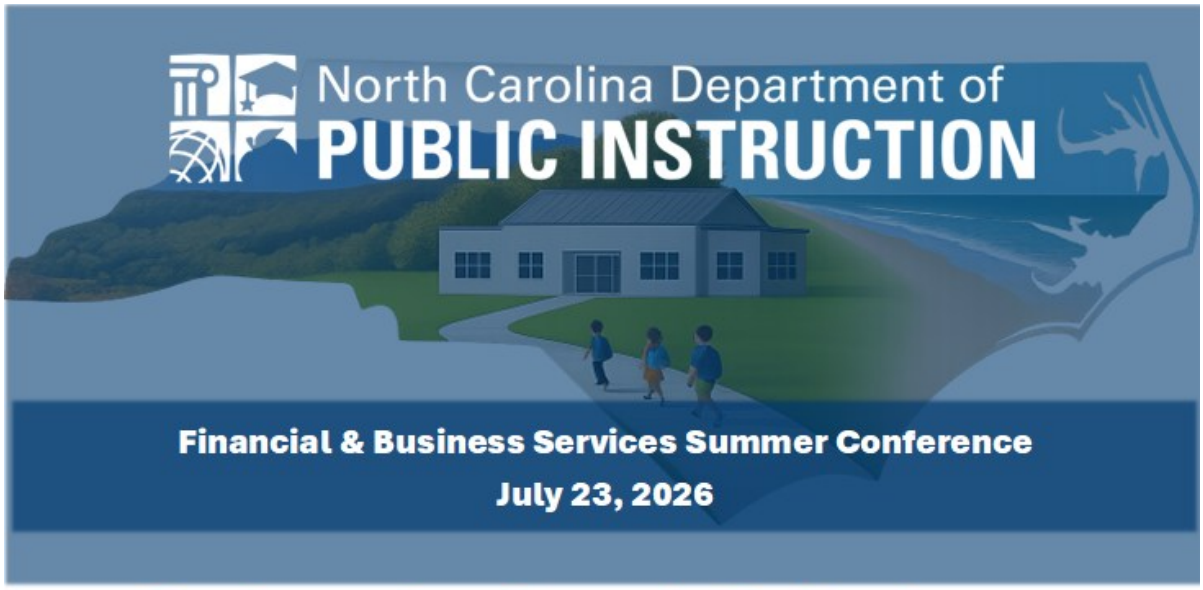
Selection of Audit Firms - All PSUs

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Registration and Payment

Conference Agenda



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4. If you need to cancel or transfer your registration to another representative at your PSU, please complete our Transfer Form.

The discounted Room Block is open and will be available until July 1st, so please jump on those rates and secure your room. Thank you for your continued participation in our conference! We will send out more information in the coming weeks.

Allotments Update

FY2025-26 Allotments

Several LEAs have inquired about the PRC 0015 School Technology Fund Interest Allotments. School Business has allotted FY2026 July – April interest and will continue the allotments, starting with May, after FY2027 Initial allotments have been distributed. Please contact the Allotment Section at allotments@dpi.nc.gov if you have questions regarding this allotment.

Cash Updates

Prior Year Refunds Update - All PSUs

The next processing date for prior year refunds entered into the Cash App will be the week of **June 22nd**.This will be the final opportunity to return funds to DPI in FY2026.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, Sales Tax funds, and other state refunds.

LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

2nd Zero Out Process - LEAs Only

FBS processed the second zero out today, June 11 for the expenditures reported in the May datafiles. Please contact CashMgt@dpi.nc.gov if you have any questions about funds being pulled back.

As a reminder, the second zero-out will pull back cash that was received for unauthorized expenditures that exceeded the allotments, according to the MFR report from the end of the previous month. **LEAs with cash pulled back during this period will need to execute journal entries to move those expenditures before their next MFR submission.** To assist PSUs, FBS has prepared an FAQ which has been posted to our What's New page.

PSUs can view their funds to be pulled back using the "108. State PRCs - Reported Expenditures Greater Than Allotments Report" on SBSDART. Please note that this process does not apply to position allotments, other guaranteed allotments, or allotments that are separately requested in the PSU cash application. The report also does not include encumbrances; it only uses expenditures. It also does not include PRCs that currently do not have an allotment.

Independent Public Schools Q&A (Charters, Labs, and Regional)

On June 16 at 2 pm the Office of School Business will host a June Q&A session to provide support for Independent Public Schools (IPS). Only questions submitted in advance will be addressed during the webinar. Questions asked during the session will be collected and answered in a follow-up FAQ.

Please use the Question Submission Form to submit your questions. Questions received after the June 8th deadline will be included in the following month's Q&A session.

Webinar information:

- Registration Link
- Password: dzXrccgs642

From the Office of School Facilities

REMINDER: Statewide Facility Needs Survey - LEAs Only

The FY2025-26 Statewide K-12 School Facility Needs Survey is underway. LEAs who have not yet done so should complete the user enrollment step ASAP.

Survey Data Entry Completion: June 30. 2026

Survey Certification Form Completion: July 31, 2026

Due date extensions are available to accommodate final review, submission, and approval. Send questions and support requests to FacilityNeedsSurvey@dpi.nc.gov.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 p.m.	Cash Requests for Friday FRD	11/21/2024
06/15/2026	Annual Audit Engagement Questionnaire	05/29/2026
06/19/2026	SBS Conference - Early Registration	5/29/2026
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08/31/2026	CCIP Formula Application - Full Approval	05/14/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
06/24/2026	June PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests	06/04/2026
06/29/2026 at 4 p.m.	First State Cash request for FY27 for FRD of 7/2/2026	04/21/2026
06/30/2026	Facility Needs Survey Data Entry	04/30/2026
07/03/2026 by 4:30 pm	PSU Final PSR and MFR datafile submission	04/21/2026
07/31/2026	Facility Needs Survey Certification Form	04/30/2026

IPS ONLY

DUE DATE	TOPIC	NEWSLETTER

06/15/2026	Final FY26 Cash request date for Lab Schools for the final FY26 FRD of 6/19/26.	04/21/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

June 18, 2026

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FBS Homepage

SBS Year End - All PSUs

Year-End Ledger Reconciliation Report – All PSUs

DPI will reconcile reported expenditures with cash received at year-end. A report showing proposed changes is now live on DART. Please see the FAQ posted to our What's New page to explain this process.

Independent Public School Year-End FAQ

In response to questions raised during our Year-End Closeout webinar, we have created an FAQ and posted it to our What's New page to assist IPSs. If you have additional questions not addressed by the FAQ, please contact schoolfinancialreporting@dpi.nc.gov.

Other Reminders

SBS has posted year end letters to our What's New page, which go through the FY 25-26 closeout process in June/July. Below is a quick reference table of key dates, but please read the memo in its entirety. The slides and recordings of the webinars have also been posted to our What's New page for those that couldn't attend.

DATE	PSU TYPE	ACTION ITEM
Monday 6/22/26	All (except Lab Schools)	Deadline to request cash for the final FY26 FRD of 6/26/26. All cash requests must be received by 4 PM.
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Monitoring and Compliance Updates - All PSUs

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As a reminder, all PSUs are required to complete the linked Auditor Questionnaire. Thank you to those that submitted their response by the **June 15, 2026** deadline. If your PSU has not completed the survey, please do so as soon as possible.

This questionnaire verifies that each PSU has engaged, or is in the process of engaging, an independent certified public accountant for the annual financial audit covering the period July 1, 2025 through June 30, 2026, per state financial oversight requirements and audit timelines. New Charter Schools opening for the 2026-27 school year are exempt from this requirement.

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Selection of Audit Firms - All PSUs

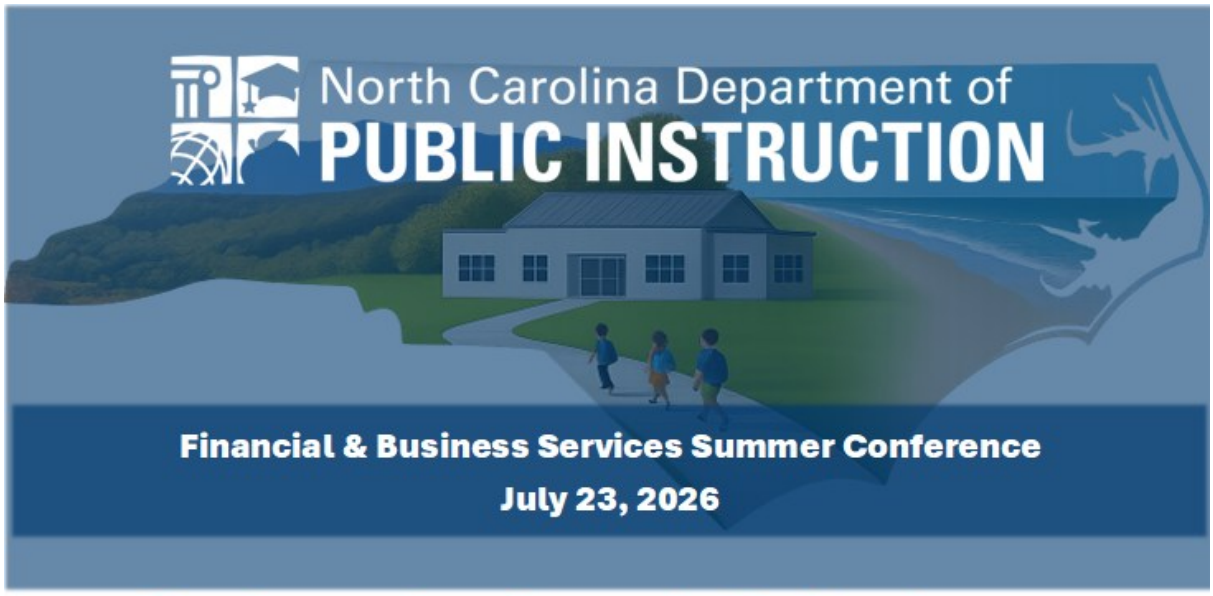
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Tomorrow 6/19 is the last day for early-bird pricing on the SBS Summer conference!

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Prior Year Refunds Update - All PSUs

The next processing date for prior year refunds entered into the Cash App will be the week of **June 22nd**. This will be the final opportunity to return funds to DPI in FY2026.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, Sales Tax funds, and other state refunds.

LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

Principal's Monthly Report (PMR) 9 - All PSUs

PMR 9 is due asap. Due to the tight schedule, please submit a ticket directly to Infinite Campus if you're having trouble. Thank you for your help completing this essential report.

From the Office of Digital Learning and School Connectivity

2026-2027 NCED Connect Opt-in Timeline - All PSUs

The 2026-27 NCED Connect Opt-In process will open May 27, 2026 (annual process). The Opt-In deadline is tentatively set as July 31, 2026. Please visit the NCDPI NCED Connect Opt-In website for additional information. The rate will be $1.50 per ADM.

For NEW Charter Schools:

Jennifer Causey will contact you by email ahead of the opt-in window to collect your allotted ADM numbers by grade level. This information is required to finalize your Opt-In profile and complete the process once open.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
06/19/2026	SBS Conference - Early Registration	5/29/2026
06/22/2026 at 4 p.m.	Final FY26 Cash request date for LEAs and Charters (not Lab Schools) for the final FY26 FRD of 6/26/26.	04/21/26
06/24/2026 at 5 p.m.	Optional additional MFR submission	05/21/2026
06/30/2026	June datafiles due	04/21/2026
06/30/2026	SBS Conference - Hotel Group Rate expires	04/16/2026
06/30/2026	CCIP Formula Application - Substantial Approval for funds obligated July 1	04/30/2026
08/31/2026	CCIP Formula Application - Full Approval	05/14/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
06/24/2026	June PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests	06/04/2026

06/29/2026 at 4 p.m.	First State Cash request for FY27 for FRD of 7/2/2026	04/21/2026
06/30/2026	Facility Needs Survey Data Entry	04/30/2026
07/03/2026 by 4:30 pm	PSU Final PSR and MFR datafile submission	04/21/2026
07/31/2026	Facility Needs Survey Certification Form	04/30/2026

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School Business Services

North Carolina Department of Public Instruction

NCDPI

June 25, 2026

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FBS Homepage

Principal's Monthly Report (PMR) 9 - All PSUs

PMR 9 is due asap. Due to the tight schedule, please submit a ticket directly to Infinite Campus if you're having trouble. Thank you for your help completing this essential report.

SBS Year End - All PSUs

Year-End Ledger Reconciliation Report – All PSUs

DPI will reconcile reported expenditures with cash received at year-end. A report showing proposed changes is now live on DART. Please see the FAQ posted to our What's New page to explain this process.

Independent Public School Year-End FAQ

In response to questions raised during our Year-End Closeout webinar, we have created an FAQ and posted it to our What's New page to assist IPSs. If you have additional questions not addressed by the FAQ, please contact schoolfinancialreporting@dpi.nc.gov.

Other Reminders

SBS has posted year end letters to our What's New page, which go through the FY 25-26 closeout process in June/July. Below is a quick reference table of key dates, but please read the memo in its entirety. The slides and recordings of the webinars have also been posted to our What's New page for those that couldn't attend.

DATE	PSU TYPE	ACTION ITEM
Monday 6/29/26	LEAs	Request State cash by 4 PM for FY27 for FRD of 7/2/26
Tuesday 6/30/26	All	PSUs submit June data files prior to midnight Final PSF due from LEAs for June Pay Period 12 *V6 LINQ Users must manually send their file. LINQ will automatically send files for other users. **All non-LINQ ERP Vendors must manually send their file.

Wednesday 7/1/26	All	DPI will pull all data files after 12:01AM. PSU Datafile contacts will need to be available for contact by DPI if needed until Friday, July 3rd.
Thursday 7/2/26	LEAs	PSU correction period to correct data files – PSR file must be submitted. PSF Files: Morning Processing Files due 8:30 AM; loaded to LicSal by 10:00 AM Afternoon Processing Files due 1:00 PM; loaded to LicSal by 2:30 PM
Friday 7/3/26	LEAs	PSU FINAL PSR & MFR data file submission by 4:30 PM. PSF Files: Morning Processing Files due 8:30 AM; loaded to LicSal by 10:00 AM Afternoon Processing Files due 1:00 PM; loaded to LicSal by 2:30 PM Final Payroll Summary File for FY 2026 must be submitted no later than 4:30 PM

Additional MFR Upload – All PSUs

All the test datafiles have now been posted to DART. Thank you for your patience. If you have any questions about your datafiles, please contact SchoolFinancialReporting@dpi.nc.gov.
If you did not yet submit a PP12 file, your data will be blank. You can still see your PP11 MFR in Dart Report 106, and your PP12 data will update after your submission on June 30th.

Regardless of whether you send a test file on June 24th, all PSUs MUST send final files by **11:59 pm on June 30th**.

Additional PSF Uploads/LicSal – LEAs Only

Starting the week of Tuesday, 5/19/2026 DPI can process Payroll Summary Files (PSF) twice per week, on both Tuesdays and Thursdays each week. LINQ users will have files automatically pulled at 2 am on Monday and Wednesday evenings (technically 2 am on Tuesday/Thursday). Users of other ERP systems need to send their files to DPI using the regular process by noon on Tuesday and Thursday. Files will be posted to LicSal by 1:30 pm the same day.

Given this new opportunity to accept additional files, the following schedule outlines the PSF submission dates for the rest of the fiscal year:

- For June (Pay Period 12)
    - Final Payroll Summary file for June Pay Period 12 due 6/30/2026 11:59 PM

- Correction Period for Pay Period 12

    - 7/2/2026
        - Morning Processing Files due 8:30 AM; loaded to LicSal by 10:00 AM
        - Afternoon Processing Files due 1:00 PM; loaded to LicSal by 2:30 PM

- 7/3/2026
    - Morning Processing Files due 8:30 AM; loaded to LicSal by 10:00 AM
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Year-End DART Report

A new dashboard is now available in DART in the PSU section: "FIN101. Monthly Actions". It consolidates data from several existing reports to help PSUs more easily monitor five critical areas that may require attention as we approach year-end: invalid codes, over-expended PRCs, over-obligated PRCs, days used overages, and salary overpaid exceptions. The report shows the number of items (if any) that require attention in each category. Clicking the number of items in each category will pull up detailed reports needed to investigate further.

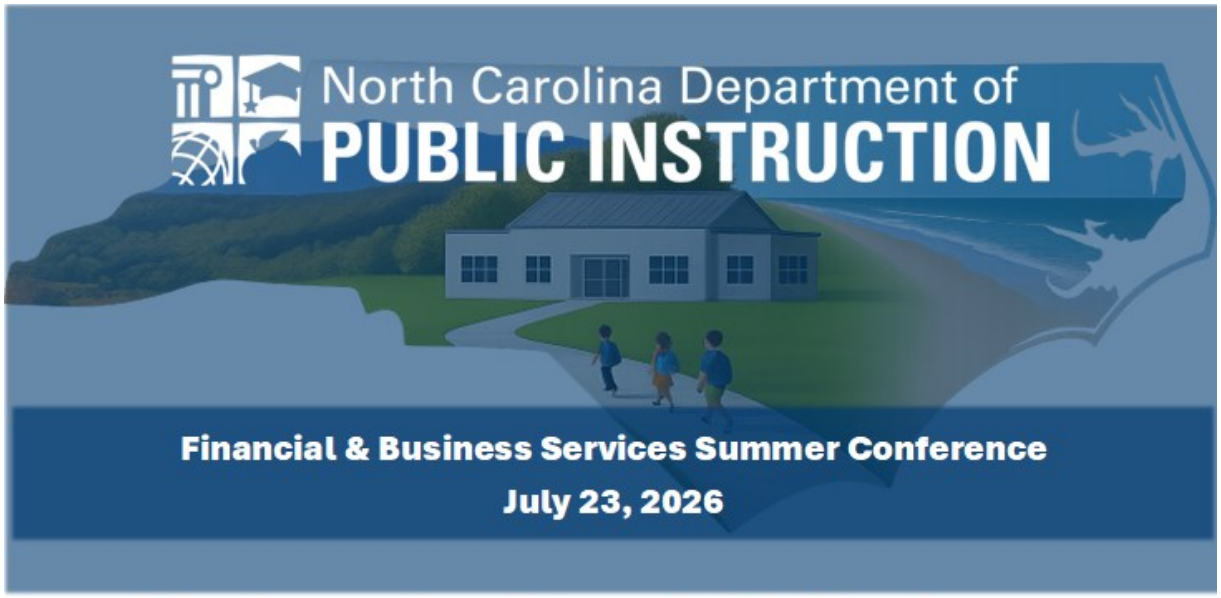
EDDIE Year-End

The data in EDDIE must always be current for the current school year. Enter data that will become effective for 2026-2027 beginning July 1, 2026. For more information, please see the EDDIE Year End Memo posted to the SBS EDDIE webpage.

Please work with your PSU's EDDIE administrators to make sure you have a primary and secondary datafile contact for your PSU entered into the system, as well as your PSU's contact for your datafile vendor (Linq, Sylogist, etc.). LEAs must also have a Finance Officer contact. Charters must have a Finance Director (if applicable) and a Director Charter School contact.

Make sure all the staff listed above for your PSU have both a work phone number (including their extension) and a cell phone number. Cell phone numbers will not be made public and will only be visible to DPI. Having a cell number on file is especially important if urgent contact is needed during the close-out period.

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Registration and Payment

Conference Agenda



SBS Summer Conference Save the Date and Hotel Group Rate

Our annual summer conference will be **Thursday, July 23, 2026**. Please hold that date and be aware that it will be at the Embassy Suites in Cary, NC. The conference schedule has been posted to our What's New page. Conference registration is $200 per person from now until June 19th. Late registration begins June 20th at $250 per person. Instructions to register are below:

1. Go to our online participant registration portal. DPI Staff planning to attend should register online using our staff registration portal.
2. Once you have submitted your registration, you will receive an email confirmation from noreply@dpi.nc.gov (subject line "2026 FBS Summer Conference Registration FBS26"). Be sure to check your spam folder if it does not appear in your inbox. The invoice attached to that email will provide you with your conference code and invoice number, which you will need when submitting your payment.
3. Go to DPI's online payment portal if paying online with a credit card. You can also pay via invoice and check - instructions on how to do so are on the invoice attached to your registration confirmation.
4. If you need to cancel or transfer your registration to another representative at your PSU, please complete our Transfer Form.

The discounted Room Block has been extended until July 3rd, so please jump on those rates and secure your room. Thank you for your continued participation in our conference! We will send out more information in the coming weeks.

Cash Updates

Prior Year Refunds Update - All PSUs

This week SBS processed the final prior year refunds batch for FY26. Any entries made in the Cash App after June 24th will be processed during the week of July 27th.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, Sales Tax funds, and other state refunds.
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ALL PSUs

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School Business Services

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NCDPI

July 2, 2026

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FBS Homepage

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Other Reminders

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Please be reminded that any LEAs that have made any changes since June 30 need to submit new MFR and payroll files by **4:30 pm tomorrow, Friday July 3rd**. Datafile contacts will need to be available for contact by DPI.

DATE	PSU TYPE	ACTION ITEM
Thursday 7/2/26	LEAs	PSU correction period to correct data files – PSR file must be submitted. PSU Datafile contacts will need to be available for contact by DPI if needed until Friday, July 3rd.
Friday 7/3/26	LEAs	PSU FINAL PSR & MFR data file submission by 4:30 PM. PSF Files: Morning Processing Files due 8:30 AM; loaded to LicSal by 10:00 AM

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Given this new opportunity to accept additional files, the following schedule outlines the PSF submission dates for the rest of the fiscal year:

- Correction Period for Pay Period 12
    - 7/3/2026
        - Morning Processing Files due 8:30 AM; loaded to LicSal by 10:00 AM
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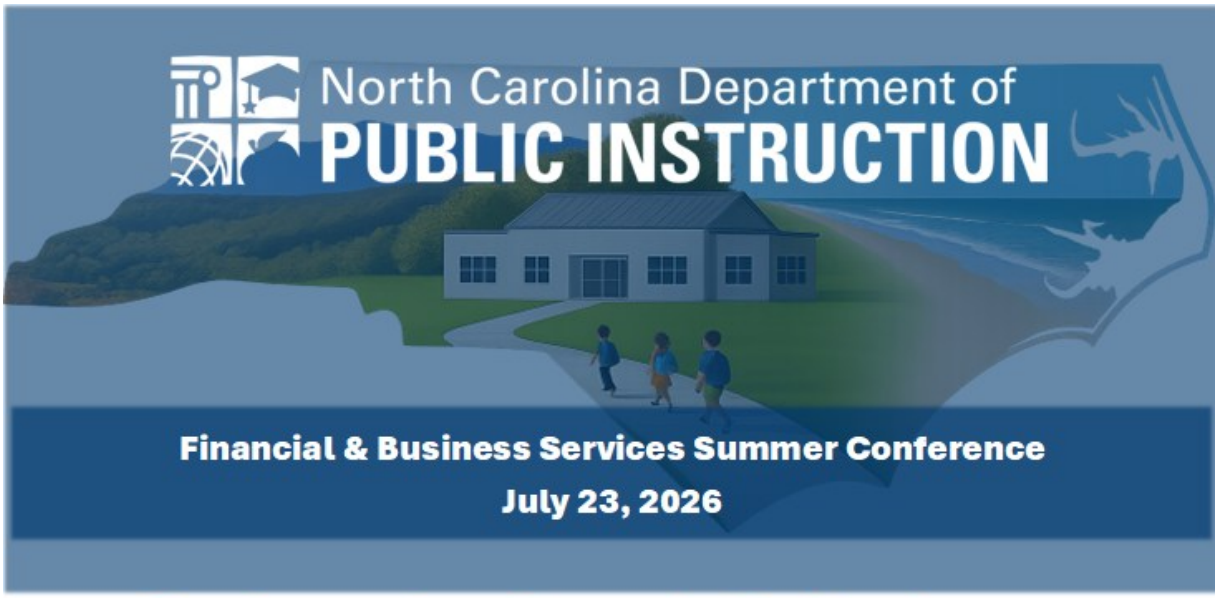
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Registration and Payment

Conference Agenda



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2. Once you have submitted your registration, you will receive an email confirmation from noreply@dpi.nc.gov (subject line "2026 FBS Summer Conference Registration FBS26"). Be sure to check your spam folder if it does not appear in your inbox. The invoice attached to that email will provide you with your conference code and invoice number, which you will need when submitting your payment.
3. Go to DPI's online payment portal if paying online with a credit card. You can also pay via invoice and check - instructions on how to do so are on the invoice attached to your registration confirmation.
4. If you need to cancel or transfer your registration to another representative at your PSU, please complete our Transfer Form.

The discounted Room Block has been extended until **July 3rd**, so please jump on those rates and secure your room. Thank you for your continued participation in our conference! We will send out more information in the coming weeks.

FY2026-27 Legislative Update

This week the General Assembly has passed a budget (Senate Bill 257) and a technical corrections bill (House Bill 56), which have been sent to the Governor. Should they become law, we will send out notifications via our newsletter. We expect to make any needed allotment adjustments within two weeks of that time. We will also prepare FAQs and other guidance documents to assist PSUs. The budget includes the following provisions:

- Retirement Rate - 26.10%
- Hospitalization Rate - $8,925

Allotments Update: Federal Planning

The following FY2026-27 (Grant Year 2027) Federal Planning Allotments have been approved by the program's administrating office and published to both BAAS and DART. The DART publications are located under the PSU (report 303) and Superintendent (report S003) tabs.

- PRC 0051 ESEA Title I, Part C – Migrant Education Program (MEP)
- PRC 0109 ESEA Title V, Part B – Rural and Low-Income Schools (RLIS)

The following Grant Year 2027 Federal Planning Allotments are provided later in the fiscal year.

- PRC 0026 McKinney-Vento Homeless Assistance Act Grant
- PRC 0104 ESEA Title III, Part A - English Language Acquisition – Revised for Consortia
- PRC 0111 ESEA Title III, Part A - English Language Acquisition Significant Increase

Status updates will be provided for the remaining planning allotments as they become available. If you have questions regarding your financial software, please contact your vendor. If you have questions related to your planning allotment, please email your federal programs contacts and/or the Allotment Section at allotments@dpi.nc.gov.

Prior Year Refunds Update - All PSUs

The next processing date for prior year refunds will be **noon on Friday, July 31st**. Any entries not made by that time will not be processed until August.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, Sales Tax funds, and other state refunds.

LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

From the Office of School Facilities

July PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests

Monthly distribution requests for PSBCF, PSBRRF, and NBPSCF lottery revenue for Capital Projects are due by **July 24, 2026**. Signed request forms and questions about lottery capital funds should be directed to Dennis Hilton, PE, via email.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
07/03/2026	SBS Conference - Hotel Group Rate expires	04/16/2026
07/31/2026	2026-27 NCED Connect Opt-In	06/18/26
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LEAs

DUE DATE	TOPIC	NEWSLETTER
07/03/2026 by 4:30 pm	PSU Final PSR and MFR datafile submission	04/21/2026
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
07/31/2026	Facility Needs Survey Certification Form	04/30/2026

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July 10, 2026

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FBS Homepage

SBS Year End - All PSUs

At this time, SBS has officially completed year-end processing. Agency Financial Services is now working to complete our state reporting, and both teams are preparing to implement the new fiscal year's budget. We thank you for your partnership in a successful year-end closure, and we look forward to working with you during the upcoming year!



SBS Summer Conference Save the Date and Hotel Group Rate

Our annual summer conference will be **Thursday, July 23, 2026**. Please hold that date and be aware that it will be at the Embassy Suites in Cary, NC. The conference schedule has been posted to our What's New page. Late registration began June 20th at $275 per person. Instructions to register are below:

1. Go to our online participant registration portal. DPI Staff planning to attend should register online using our staff registration portal.
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4. If you need to cancel or transfer your registration to another representative at your PSU, please complete our Transfer Form.

Thank you for your continued participation in our conference!

Registration and Payment

Conference Agenda

FY2026-27 Legislative Update

This week the Governor has signed SL2026-41 (Senate Bill 257) and the technical corrections bill, SL 2026-42 (House Bill 56). We have posted the updated FY27 Salary Schedules to our What's New page and are working on a comprehensive summary document and making the needed adjustments to our manuals for SBE approval in the coming weeks. We will also prepare FAQs and other guidance documents to assist PSUs. Thank you for your patience in the meantime.

Allotments Update

FY2026-27 State Initial Allotments - All PSUs

Initial allotments to LEAs should be released by Thursday, July 17, 2026 with base allotments to the independent public schools soon thereafter.

School Business will provide online resources regarding the State Initial formulas, salaries, and dollars per ADM shortly after the allotments have been delivered.

The following categorical allotments will follow the Initial allotments to public school units.

- PRC 0012 – Driver Training
- PRC 0015 – School Technology
- PRC 0032 – Children with Disabilities
- PRC 0054 – Limited English Proficiency

NCVPS initial reductions will follow categorical PRC allotments and then School Business will begin processing “kitchen sink” allotments (special provision allocations and State & Federal grants as received.)

Allotment updates regarding FY2025-26 State Carryforward will be provided in future newsletters after authority to allot has been received from the Office of State Budget & Management (OSBM).

Thank you for your continued patience as we execute the FY2026-27 public school state funding budget. If you have general questions, please email allotments@dpi.nc.gov.

July State Board of Education Meeting - All PSUs

The NC State Board of Education (SBE) approved the changes below to the Allotment Policy Manual during its monthly meeting on July 9th. The adjustments will be made the manual and posted to our What's New webpage today.

State Manual

- PRC 0063 Children with Disabilities — Developmental Day Centers
    - Clarification regarding DDC licensure updates for the 2026-27 fiscal year. In accordance with NC 1506-17.(c), impacted LEAs may be funded for the initial year past the expiration date of the DDC license that was in effect during the 2025-26 school year.

Federal Manual

- PRC 0138 NC School Psychology Internship Project (NC SPIn)
    - New grant that seeks to address the school psychologist shortage by recruiting and supporting school psychology graduate interns placed in high-need LEAs.
- PRC 0139 School-Based Mental Health Services Grant (Project SOS)
    - New grant that provides funding to high need LEAs for recruitment, retention, and professional development for school psychologists.

Prior Year Refunds Update - All PSUs

The next processing date for prior year refunds will be **noon on Friday, July 31st**. Any entries not made by that time will not be processed until August. We are working on processing amounts for FY2025-26 refunds due to DPI, but those are not yet posted.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, Sales Tax funds, and other state refunds.

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LEAs

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July 16, 2026

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3. Go to DPI's online payment portal if paying online with a credit card. You can also pay via invoice and check - instructions on how to do so are on the invoice attached to your registration confirmation.
4. If you need to cancel or transfer your registration to another representative at your PSU, please complete our Transfer Form.

Thank you for your continued participation in our conference!

Registration and Payment

Conference Agenda

Independent Public Schools Q&A - IPSs Only

The monthly Q&A for charters, labs, and regional schools will take place on July 29th from 10:30 a.m. - 11:30 a.m. Please submit questions in advance using the submission form to help us better prepare for the meeting. The meeting link will be included in next week's newsletter.

Allotments Update

FY2026-27 State Initial Allotments - All PSUs

State initial allotments to all PSUs should be posted by end of day Thursday, July 16, 2026, and the non-base initial allotments should post by end of day, Friday, July 17, 2026.

The following PRCs are non-base initial allotments:

- PRC 0012 – Driver's Training
- PRC 0015 – School Technology
- PRC 0032 – Children with Disabilities (CWD)
- PRC 0054 – Limited English Proficiency (LEP)

Resources regarding the State Initial formulas, salaries, and dollars per ADM will be provide online in the coming week, along with DART Initial Allotment report updates.

School Business will begin processing "kitchen sink" allotments (special provision allocations and State & Federal grants as received, next week and NCVPS initial reductions should post by Thursday, July 23, 2026.

Allotment updates regarding FY2025-26 State Carryforward will be provided in future newsletters after authority to allot has been received from the Office of State Budget & Management (OSBM).

Thank you for your continued patience as we execute the FY2026-27 public school state funding budget. If you have general questions, please email allotments@dpi.nc.gov.

Licensure Years of Experience "Bump" is Completed - All PSUs

The Licensure "bump" process to update the years' experience for the certified staff has been completed. The "NO BUMP" list is now available in the LicSal application. It is listed under the Licensure section. Please let your HR Directors know.

If you have questions, please email the Salary@dpi.nc.gov.

Prior Year Refunds Update - All PSUs

The next processing date for prior year refunds will be **noon on Friday, July 31st**. Any entries not made by that time will not be processed until August. We are working on processing amounts for FY2025-26 refunds due to DPI, but those are not yet posted.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, Sales Tax funds, and other state refunds.

LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

From the Office of Federal Programs

FY-27 Comprehensive and Targeted Support (CSI/TSI) PRC 0105 Application

The FY-27 Comprehensive and Targeted Support (CSI/TSI) – PRC 0105 application is open in the Comprehensive Continuous Improvement Plan (CCIP) system.

All Public-School Units (PSUs) receiving PRC 0105 funds are reminded that applications are due no later than **Monday, August 31, 2026**.

To assist with the application process, please review the attached presentation, which provides step-by-step instructions for completing and submitting the FY-27 Comprehensive and Targeted Support (CSI/TSI) – PRC 0105 application.

If you have any questions, please contact your assigned Comprehensive and Targeted Support (CTS) Program Administrator (PA).

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
07/31/2026	2026-27 NCED Connect Opt-In	06/18/2026
08/31/2026	CCIP Formula Application - Full Approval	05/14/2026

LEAs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
07/24/2026	July PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests	07/02/2026
07/31/2026	Facility Needs Survey Certification Form	04/30/2026

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North Carolina Department of PUBLIC INSTRUCTION | ACHIEVING EDUCATIONAL EXCELLENCE

School Business Services

North Carolina Department of Public Instruction

NCDPI

July 24, 2026

The FBS website continues to be updated with information related to School Business and our ongoing operations. Please check the FBS homepage regularly for updates. Please review the upcoming deadlines for due dates.

FBS Homepage



SBS Summer Conference

Thank you for attending the SBS Conference 2026 this week! We hope the sessions provided everyone with meaningful information. We are collecting the presentations for the sessions and will be posting them to our website.

We are also compiling the continuing professional education (CPE) credits for all the LEA CFOs in attendance and will send out notifications to those CFOs when this process is completed. Please note that while SBS Conference credits will qualify to meet the professional certification requirements for NC School Finance Officers per NC SBE State Board Policy FIN-000, NC DPI is not a registered CPE sponsor. CPAs must ensure that the CPE credits they are claiming for their annual CPA license requirement align with the requirements set by their state board of accountancy.

Independent Public Schools Q&A - IPSs Only

The monthly Q&A for charters, labs, and regional schools will take place on July 29th from 10:30 a.m. - 11:30 a.m. Please submit questions in advance using the submission form to help us better prepare for the meeting. The meeting link will be included in next week's newsletter.

Allotments Update

FY2026-27 State Initial Allotments - All PSUs

Resources regarding the State Initial allotments will be provided on the FBS website by Monday, July 27, 2026. Publications include an FAQ sheet, formula and factor information, LEA & statewide average salaries, LEA dollars per ADM, and PRC 0071 LEA max teacher supplements.

The DART PSU Initial Allotment information page is also expected to be live by end of next week.

School Business will also begin processing “kitchen sink” allotments (special provision allocations and State & Federal grants as received) next week which should also include the Office of State Budget & Management (OSBM) approved FY2025-26 state carryforward allotments.

Thank you for your attendance and feedback at this year’s FBS conference, School Allotments looks forward to continued progress and collaboration with our external stakeholders and public instruction leadership.

If you have general questions, please email allotments@dpi.nc.gov.

Classified Salary Schedules - All PSUs

We have received several questions related to the range increases for the noncertified salary schedules for state employees. OSHR did a salary structure range revision in FY 2025-26 despite there not being a corresponding increase in the budget. The increase was meant to maintain “market competitiveness and the integrity of the State’s classification and compensation system.” DPI has tried to match the noncertified salary ranges at the state level to OSHR’s schedules. This obviously creates issues when the schedules are updated but no funds are budgeted for the updates.

We are trying to balance fairness to the employees in these positions with a recognition that this is an extraordinarily difficult time for public school finances. As such, we are recalculating and reposting a state non-certified salary schedule that represents a 3.5% increase from FY 2024-25. We hope over time that we will be able to catch back up to the OSHR schedules. The revised schedules have been posted to our What's New page. Please reach out to Salary@dpi.nc.gov if you have any further questions.

HUB Office Elimination - All PSUs

Section 22.5 of the recent state budget, S.L. 2026-41, eliminated the Office for Historically Underutilized Businesses as well as the section of G.S. 143-48 that required reporting on the purchases and contracts from minority-owned, female-owned, and disabled owned businesses.

Prior Year Refunds Update - All PSUs

The next processing date for prior year refunds will be **noon on Friday, July 31st**. Any entries not made by that time will not be processed until August. We are working on processing amounts for FY2025-26 refunds due to DPI, but those are not yet posted.

As a reminder, effective in mid-April the process for returning prior year State funds for overspent PRCs, overspent months used, overspent salaries, and penalties has moved to the Cash App. In order to facilitate a

clean transition into the new process, they are no longer available on the Refunds and Repayments Droplet form and SBS will no longer accept manual checks for these refund types. PSUs should continue to use the form and manual checks to return TD-19, IDEA Maintenance of Effort, Questioned Costs, Sales Tax funds, and other state refunds.

LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

Questions? Contact SBS.

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Cash, Zero-out	CashMgt@dpi.nc.gov
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Deadline Reminders

ALL PSUs

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School Business Services

North Carolina Department of Public Instruction

NCDPI

July 30, 2026

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FBS Homepage



SBS Summer Conference

Please take some time this week to provide feedback via this Qualtrics survey so that we can continue to improve and offer you helpful sessions in the future. Please also let us know about any other topics or information you are interested in for future SBS events. We have collected the presentations for the sessions and will be posting them to our website.

We have also compiled the continuing professional education (CPE) credits for all the LEA CFOs in attendance. Please review the DART report tomorrow morning and reach out to Shannon.Miller@dpi.nc.gov if you see any discrepancies on your transcript.. Also reach out to her if you are not a school district CFO and would like a copy of your course credits.

Note that while SBS Conference credits will qualify to meet the professional certification requirements for NC School Finance Officers per NC SBE State Board Policy FIN-000, NC DPI is not a registered CPE sponsor. CPAs must ensure that the CPE credits they are claiming for their annual CPA license requirement align with the requirements set by their state board of accountancy.

Allotments Update

FY2026-27 State Initial Allotments - All PSUs

Resources regarding the State Initial allotments have been published to the FBS website. Publications include an FAQ sheet, formula and factor information, LEA & statewide average salaries, LEA dollars per ADM, and PRC 0071 LEA max teacher supplements.

A Restart School Transfer pro forma worksheet will also be published by Monday, August 3, 2026, to help estimate your transfer actions per the known data elements of initial allotments. This resource is only needed by LEAs who have FY2026-27 Restart Schools, additional information regarding restart schools can be found in the allotment policy manual under PRC 0037 Restart and Renewal School Systems. The restart transfer window is not yet open, but updates will be provided in forthcoming newsletters.

School Business has begun processing “kitchen sink” allotments (special provision allocations and State & Federal grants as received).

The Office of State Budget & Management (OSBM) approved FY2025-26 state carryforward allotments for the following applicable PRCs; this allotment will be processed by Friday, July 31, 2026.

- PRC 0015 School Technology Fund
- PRC 0016 Summer Reading Camps
- PRC 0022 Advanced Teaching Roles (ATR) - Grant Funds
- PRC 0069 At-Risk Student Services
- PRC 0079 CTE - Education and Workforce Innovation Programs
- PRC 0131 Textbooks and Digital Resources
- PRC 0230 Hurricane Relief and Recovery - Mental Health
- PRC 0253 Health Career Promotion

If you have general questions, please email allotments@dpi.nc.gov.

Employee Bonuses - All PSUs

To assist PSUs, SBS has posted a FAQ to our What's New page to provide guidance on the new FY2026-27 employee bonuses. Please reach out to Salary@dpi.nc.gov if you have any further questions. We will continue to update our guidance as we receive more questions.

Prior Year Refunds Update - All PSUs

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School Business Services

North Carolina Department of Public Instruction

NCDPI

August 7, 2026

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Allotments Update

FY2026-27 State Initial Allotments - All PSUs

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International Faculty Exchange (IFE) Conversions - LEAs Only

The 2026-27 IFE Conversion form is scheduled for publication to the FBS website the week of August 31st. The conversion rate is the classroom teacher statewide average salary + benefits, totaling $85,454 per position.

ABC Transfers and Conversions - LEAs Only

The transfer window for the ABC module is slated to open Friday, September 4, 2026.

Restart Transfers - LEAs Only

A Restart School Transfer pro forma worksheet was also published to the FBS What's New page to help estimate transfer actions per the data elements of initial allotments. This resource is only needed by LEAs who have FY2026-27 Restart Schools, additional information regarding restart schools can be found in the allotment policy manual under PRC 0037 Restart and Renewal School Systems.

The transfer window for the Restart module is slated to open Monday, September 21, 2026.

Additional information regarding transfers and conversions will be provided in forthcoming newsletters. If you have general questions, please email allotments@dpi.nc.gov.

DART Updates Coming

We are working on some DART updates. In preparation for upcoming work, the navigation will move from the top of the screen to the left side. The screenshot below shows what to expect.



Voluntary Shared Leave Reporting 2025-2026 - LEAs only

The Voluntary Shared Leave Survey is collected annually in response to General Statute 126-8.3(c) and is due **September 8, 2026**. To assist with completing the online survey, a preview of the questions is available on our What's New page.

Note: Data is being collected for the 2025-26 fiscal year. Enter whole numbers only. Do not enter decimal points, symbols, or text. Independent Public Schools (Charter, Lab, and Regional Schools) are excluded from this report.

If you have questions about the survey, please contact David.Cauthorn@dpi.nc.gov.

August State Board Meeting Update

The NC State Board of Education (SBE) approved the changes to the Manuals below during its monthly meeting on August 6.

Allotment Policy Manual

The significant changes were related to the SL 2026-41 (SB257) Appropriations Act as they relate to initial allotments and a few select continuing grant programs. Modifications and amendments to other grant programs will be recommended to the State Board of Education at its September meeting.

The revisions are available on the SBE website. The complete FY2027 Manual has been posted to our What's New webpage.

State Allotments:

- Injuries Due to Episodes of Violence – Removes gender-specific language.
- Advanced Teaching Roles (PRC 0022) – Removes provisions that allow payment of supplements (Supplements may be paid from PRC 0025).
- Assistant Principal Interns (PRC 0067) – Removes limit on formula for only funds available; new budget allows DPI to use reverted funds should there be a shortfall.
- Charter Schools (PRC 0036) – Removes Supplemental Funds for Teacher Compensation from the list of PRCs allotted separately, as it is distributed to charters in the block grant allotment (PRC 0026); new special provisions for ERP funding for charters in their first year of operation. See new provision in PRC0032 for EC funding.
- Children with Disabilities (PRC 0032) – Removes language regarding Community Residential Centers, Group Homes, Foster Homes, or similar facilities so they can be pulled out into separate PRCs to assist with accounting and program management. The 60 day transfer policy between LEAs and Charters has been replaced with language basing funding adjustments on the current and prior year December 1st headcounts, regardless of the type of public school unit, up to the 13 percent cap. DPI is. Additional 2025-26 funding for EC students to eligible charters for last year transferred students, School Business will provide instructions on requesting these funds before October 1, 2026.
- Children with Disabilities – Special State Reserve (PRC 0089) – Removes language regarding Community Residential Centers, Group Homes, Foster Homes, or similar facilities so they can be pulled out into separate PRCs (PRCs 0090 and 0092).
- Children with Disabilities – Group Homes, Foster Homes, or Similar Facilities (PRC 0090) and Children with Disabilities – Community Residential Centers (PRC 0092) – New PRCs for these groups based on PRCs 0032 and 0089 above.
- Coding and Mobile Application Grant (PRC 0065) – Eliminated program in compliance with the appropriations bill.
- Disadvantaged Student Supplemental Funding (PRC 0024) – Removes language referencing a discontinued program.
- Feminine Hygiene Grant Program (PRC 0088) - Eliminated allotment in compliance with the appropriations bill. The program will be implemented via contract with the Diaper Bank of NC.
- Limited English Proficiency (PRC 0054) – Simplifies the formula by removing the headcount minimum and concentration component. Districts with less than 20,000 ADM are held harmless for this fiscal year.
- Literacy Intervention (PRC 0085) – Adds language stating that LEAs will not receive funding until their literacy intervention plan has been approved by DPI.
- School Technology Fund (PRC 0015) – PSUs will no longer receive interest on their school technology balance. Interest earned will be moved to the General Fund.

- Supplemental Funds for Teacher Compensation (PRC 0071) – Expanded eligibility by increasing the maximum adjusted market value of taxable real property. All PSUs are eligible except those located in Wake and Mecklenburg Counties.
- Textbooks and Digital Resources (PRC 0131) – Textbook Commission has been eliminated. “Textbook” has been changed to “instructional materials.” The allotment has been changed to the “State Textbook Fund Remaining Balances” to reflect that any PSU's remaining balance will not revert. Funds will only be available until they are expended.
- Instructional Materials (PRC 0133) – New PRC to eventually replace PRC 0131.
- “Z” Schools – Part A Regional Schools (PRC 0038) – Adjusts allotment to reflect that the Northeast Regional School of Biotechnology and Agriscience (NERSBA) is now the only permitted regional school in NC. The school will now receive state funds from DPI based on the average per pupil allocation for the LEAs that are participating, except for children with disabilities and limited English proficiency, rather than from those LEAs. State funds shall be allotted to fund the LEA's local current expense.

Federal Allotments

- IDEA – Comprehensive Coordinated Early Intervening Services (CCEIS) (PRC 0070) – Removes preschool services to a new IDEA – Comprehensive Coordinated Early Intervening Services (CCEIS) - Preschool allotment (PRC 0072) to assist with accounting and program management.

Salary Schedules

The State Salary Schedules that were announced in our newsletter earlier this fiscal year have been officially approved by the SBE. They are available on our What's New page.

Prior Year Refunds Update - All PSUs

This week, SBS processed all prior year refunds submitted in the Cash App by noon on Friday, July 31st. The next processing date for prior year refunds will be **noon on Monday, August 31st**. Any entries not made by that time will not be processed until September. We are working on processing amounts for FY2025-26 refunds due to DPI, but those are not yet posted.

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LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

From the Office of School Facilities

August PSBCF, PSBRRF, and NBPSCF Lottery Distribution Requests - LEAs Only

Monthly distribution requests for PSBCF, PSBRRF, and NBPSCF lottery revenue for Capital Projects are due by **August 24, 2026**. Signed request forms and questions about lottery capital funds should be directed to Dennis Hilton, PE, via email: dennis.hilton@dpi.nc.gov

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

DUE DATE	TOPIC	NEWSLETTER
Monday at 11:45 pm	Cash Requests for Friday FRD	11/21/2024
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LEAs

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School Business Services

North Carolina Department of Public Instruction

NCDPI

August 13, 2026

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FBS Homepage

Employee Bonuses FAQ - All PSUs

SBS has updated the Employee Bonus FAQ posted on our What's New page with additional questions we have received from the field. Please review those revisions and reach out to Salary@dpi.nc.gov if you have any further questions. We will continue to update our guidance as we receive them.

2025-2026 EC Transfer Funding - Charters Only

Section 7.56 of SL 2026-41 directs the Department of Public Instruction (DPI) to allocate additional Exceptional Children (EC) funding to eligible charter schools that did not receive an additional prorated allocation for a child with disabilities enrolled during the first 60 days of the 2025-2026 school year.

This survey is only for charter schools that did not complete the survey during the 2025-26 school year. If your school completed the survey during the 2025-26 school year, you are not eligible and should not submit another response.

A direct link to the survey was emailed to each charter school that did not complete the survey last school year. If you received the link, please complete the survey by **September 15, 2026**. If you did not receive a survey link and believe your school is eligible, please review the eligibility list posted in the What's New section of our webpage.

As a reminder, being eligible to complete the survey simply means your school did not complete it during the 2025-26 school year. Survey eligibility does not indicate eligibility to receive funding. One survey is required per every ten eligible students.

Funding eligibility requirements and the verification process are outlined in the guidance document available on our webpage. Please review that document for additional information.

If you have any questions, please contact cody.edwards@dpi.nc.gov.

Allotments Update

FY2026-27 Allotment Update - All PSUs

The following items of interest will be allotted by end of week:

- Child and Family Support Teams (CFST) Initial Allotments
  - PRC 0042 - Nurses
  - PRC 0043 – Social Worker and Other

- PRC 0055 – Cooperative Innovative High School (CIHS) Allotments

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SBS Summer Conference

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From the Office of Exceptional Children

TIME SENSITIVE: 2025-2026 Competitive Grant Recipients

For PSUs that were awarded competitive grant funds (PRC 118/119) last school year, please work with your finance officer to ensure that the expenditures associated with your approved competitive grant are encumbered by September 30, 2026, and liquidated by December 30, 2026. A review of cash draw downs in the NCDPI CashApp for these funds show that 53% of PRC 118 dollars and 31% of PRC 119 dollars have NOT been pulled down to the PSU for expenditures.

This is very concerning because:

- Expenditures associated with an approved competitive grant may have been charged against the IDEA 611/619 grant instead of PRC 118/119.
- The 2025-2026 Competitive Grant funds were paid out of Grant Year 2025 that expire for both the state and the PSU on September 30, 2026.
- The unexpended fund balance may adversely impact future efforts to make a competitive grant program available to PSUs.

Please note that this message will be duplicated for the EC Administrator and Superintendent listserv.

Questions? Contact SBS.

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General Questions for SBS	SchoolFinancialReporting@dpi.nc.gov

Deadline Reminders

ALL PSUs

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08/31/2026	Prior Year Refunds - August Processing	07/30/2026
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IPS ONLY

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North Carolina Department of PUBLIC INSTRUCTION | ACHIEVING EDUCATIONAL EXCELLENCE

School Business Services

North Carolina Department of Public Instruction

NCDPI

August 20, 2026

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FBS Homepage

Federal Grants Ending on or Before Sept 30, 2026

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The funds at risk of being reverted can be identified using the DART 300. PSU Immediate Reversions report or the 4. Funds Available to Request Report in the Cash App, filtered by grant year. The DART 300 report is based on current MFR data. Please review and check expenditures, valid encumbrances, and invalid encumbrances. The report will be updated based on September MFR data during the September zero out and used to calculate allotment reversions.

Be aware that the cash zero-out may impact your remaining balances. Please review your federal allotments in the coming weeks to ensure you have expended the funds before the expiring grants end. This includes ensuring you have recorded all expenditures, and if needed eligible encumbrances, to the appropriate grant year in your system. All encumbrances must be reflected in your September MFR file. Please ensure that your encumbrances are recorded to the proper object codes, otherwise funds will revert. Encumbrances for these grants must be liquidated by **December 31st**.

Reminder: Grant year reporting means that expenditures and cash draws are all accounted by grant year for the federal grant funds. These must align. Please work with your software vendors if you are still unclear how to appropriately account for these funds using the new grant year code segment in the Chart of Accounts (COA).

21st Century Community Learning Centers - Non-LEAs/ERaCA Users

If you use ERaCA to access funds for the 21st Century Community Learning Center Program, please note that you must expend all expiring funds (grant years 2022-2025) on or before September 30, 2026. ERaCA will be open through October 31, 2026, for you to request reimbursement for these expenditures, but all expenditures must be dated on or before **September 30, 2026**.

If you have questions regarding these funds, please contact SchoolFinancialReporting@dpi.nc.gov.

Employee Bonuses FAQ - All PSUs

SBS has updated the Employee Bonus FAQ posted on our What's New page with additional questions we have received from the field. Please review those revisions and reach out to Salary@dpi.nc.gov if you have any further questions. We will continue to update our guidance as we receive them.

Independent Public Schools Q&A - IPS Only

The monthly Q&A for charters, labs, and regional schools will take place on August 26th from 9:30 a.m. - 10:30a.m. The meeting information is as follows

- Meeting Link
- Meeting ID: 268 455 629 399 006
- Passcode: c4m9kU22

Please submit questions in advance using the submission form to help us better prepare for the meeting.

IRS Mileage Rates Increase - All PSUs

Effective July 1, 2026, the Internal Revenue Service (IRS) has established new mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical, or moving purposes. The business standard rate for the use of a car (also vans, pickups, or panel trucks) increased from 72.5 cents per mile to 76 cents per mile. Accordingly, and pursuant to G.S. 138-6(a)(1), OSBM will adjust the allowable rate of reimbursement for travel by officers and employees on official state business. They will not publish any notifications of the new rates beyond what has been posted by the IRS on their website.

In 2022, the Travel Policies and Regulations section (5.2.13) of the State Budget Manual was updated to reflect that unless otherwise specified, OSBM will adopt new IRS mileage rates each calendar year. In accordance with an agency's policies, a state employee shall be reimbursed at a rate that does not exceed the business standard mileage rate set forth by the IRS. Agencies are advised to visit the IRS website to confirm the annual mileage reimbursement rates on or before January 1 of each year.

Agencies can find additional information regarding IRS standard mileage rates on the IRS website, OSBM's website, or OSBM's Budget Manual section 5, Travel Policies. If you have specific questions regarding these changes, please contact your OSBM Budget Execution Analyst.

Allotments Update

ABC Transfers and Conversions - LEAs Only

For the latest updates regarding Classroom Teacher IFE Conversions, ABC Transfers, and Restart School transfers please see the 8/7/26 or 8/13/26 newsletters.

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The federal PRCs involved in the Initial Allotment process are as follows:

- PRC 0017 – CTE - Program Improvement
- PRC 0047 – ESEA Title I, Part D - Neglected & Delinquent (State Agency Programs)
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- PRC 0060 – IDEA - Section 611 - Grants to States
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- PRC 0105 – ESEA Title I, Part A - School Improvement - 1003(A) Funds
- PRC 0107 – ESEA Title I, Part D - Neglected & Delinquent (PSU Programs)
- PRC 0108 – ESEA Title IV, Part A - Student Support & Academic Enrichment Grants (SSAE)
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If you have general questions, please email allotments@dpi.nc.gov.

Consolidated Salary Supplement Survey - LEAs Only

To consolidate required reports, SBS is combining the SS300 Local Salary Supplement report, previously completed by LEAs in the fall, with the Supplemental Funds For Teacher Compensation (PRC 0071) survey. All LEAs will submit the data required for the new consolidated report in a single Qualtrics Survey.

To assist LEAs during this transition, SBS will be hosting a webinar on Tuesday, September 8th at 2:30 pm. It will be recorded for those who cannot attend. We will share the survey link in the coming weeks.

- Meeting Link
- Password: YuFH56FsMm3

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Prior Year Refunds Update - All PSUs

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LEAs can view their prior year overspent State funds and penalties using the "Prior Year Refund" menu in the Cash App. Please contact CashMgt@dpi.nc.gov if you have any questions.

From the Office of School Facilities

Needs-Based Public School Capital Fund – FY26-27 Grant Program Now Accepting Applications - LEAs Only

NBPSCF Grant Applications [per G.S. 115C, Article 38B]

The application period for new FY26-27 NBPSCF Capital Grants opened on August 17, 2026. Program guidance and application materials are available on the Capital Funding page of the School Planning website. The deadline for submitting applications and supporting materials is **October 2, 2026**.

Questions about the NBPSCF Grant program should be directed to SchoolPlanning-NBPSCF@dpi.nc.gov.

Questions? Contact SBS.

TOPIC	EMAIL
Cash, Zero-out	CashMgt@dpi.nc.gov
Salary, LicSal	Salary@dpi.nc.gov
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Encumbrances for these grants must be liquidated by **December 31st**. During the liquidation period, PSUs cannot request cash through the PSU Cash App for expenditures related to these funds. Instead, cash reimbursement will be provided through the monthly zero-out process through December 31, 2026. Federal cash will be disbursed when PSUs convert their encumbrances and record the associated expenditures during the liquidation period in their datafiles.

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Paid Parental Leave Update - All PSUs

On July 6, 2026, Governor Stein signed Senate Bill 1041 into law. The new law (Session Law 2026-40) repeals the existing State Human Resources Act (Chapter 126 of the General Statutes) and replaces it with a new State Human Resources Act (Chapter 126A). The change is effective October 1, 2026. Included in the new State Human Resources Act is G.S. 126A-71, which extends the total amount of parental leave available to State employees and public school employees from the existing 8 weeks for birthing parents and 4 weeks for non-birthing parents to 12 weeks for all parents who experience a qualifying event. The law further directs the State Human Resources Commission to adopt rules to implement parental leave for State employees and directs local boards of education to adopt policies that are substantially similar to those adopted by the Commission.

The State Board of Education has an existing rule governing paid parental leave for public school employees, codified in the North Carolina Administrative Code at 16 NCAC 06C .408. The Department is currently awaiting a notice of proposed rulemaking from the State Human Resources Commission before recommending changes to the State Board rule, but it is unlikely any changes to the rule will become effective before October 1, 2026.

The Department of Public Instruction has taken the position that the State Board rule remains valid notwithstanding the changes to the State Human Resources Act, with the exception of the change to the total amount of parental leave available to eligible employees from 8 (or 4) weeks to 12 weeks. Although not legally binding on public school units in the absence of a formal rule change, the Department is currently planning to provide 12 weeks of paid parental leave to eligible Department of Public Instruction employees who become parents on or after October 1, 2026 in accordance with state law. Accordingly, the Department recommends that public school units consider the Department's position when updating local policies and regulations. As always, public school units and their governing bodies should consult with their local attorney before making changes or considering individual employee cases.

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