





Title IV Reconciliation: What's in Your Tool Kit?

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Agenda

- Building a Framework: Key Concepts 
 - Definitions
 - Rules and Regulations
 - What is Reconciliation?
 - What is Closeout?
- Filling Your Tool Kit: Tips, Tools, and Resources 
- Completing Your Tool Kit: What's New? 
- Finishing Touches: Additional Resources 

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Building a Framework:
Key Concepts




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Definitions: Reconciliation

- (General) To bring into agreement or harmony; make compatible or consistent
- (Specific) The process by which Title IV aid (grants, loans, and campus-based aid) recorded on the Department of Education (ED) systems is reviewed and compared with a school's internal records; AND
 - Discrepancies are identified and resolved
 - Reasons for remaining cash balances are identified

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Rules and Regulations: Reconciliation

- Monthly reconciliation is **REQUIRED**:
 - Direct Loan Program - 34 CFR 685.300(b) (5)
 - Federal Perkins - 34 CFR 674.19 (d) (1)
 - Federal Work Study (FWS) - 34 CFR 675.19 (b)(2)(iv)
 - Federal Supplemental Educational Opportunity Grant (FSEOG) - 34 CFR 676.19 (b)(2)
- Regular reconciliation recommended for all programs
 - Identifies issues with meeting other cash management and disbursement reporting requirements
 - Demonstrates administrative capability
 - *FSA Handbook* Volume 4 Chapters 5 and 6

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Rules and Regulations: Related Requirements

- Award Year Deadline Dates and Disbursement Reporting - published annually
 - 2017-18: Federal Register Notice dated [June 27, 2017](#)
 - 2018-19: **TBD**


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Rules and Regulations: Related Requirements

- Definition of Disbursement - 34 CFR 668.164(a)
- Cash Management - 34 CFR 668 Subpart K
- Excess Cash – 34 CFR 668.166
 - Immediate need – three business days
 - Excess/Idle Cash – up to seven days

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Rules and Regulations: Related Requirements

- 34 CFR 668.24 – Record Retention... Includes 
 - Financial records that reflect each Higher Education Act of 1965 (HEA), Title IV program transaction
 - Documentation that reflects each student/parent eligibility for Title IV funds
 - Documentation that reflects the payment period/loan period, date, amount of each Title IV program transaction
 - Any other program records that document administrative and financial responsibility (i.e., reconciliation documentation)

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What is Reconciliation?


- Ensuring that school records (financial aid and business office) match exactly- amounts and disbursement dates


AND

- Ensuring that U.S. Department of Education (ED) systems exactly match the school's data

AND

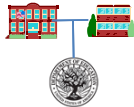
- Drawdowns = Disbursements
 - (no funds are held beyond regulatory timelines and \$0 balance by end of program year processing)



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What is Reconciliation: Internal vs. External

- **Internal Reconciliation**
 - Between business/bursar/comptroller office records and financial aid system origination and disbursement records
- **External Reconciliation**
 - Between school records and ED



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What is Reconciliation: Internal Reconciliation

- **Ensure that:**
 - What is posted to student accounts (i.e. amount and date) exactly matches the data in the school's financial aid software
 - Net Drawdowns (ND) = Net Accepted and Posted Disbursements (NAPD)
 - Cash is not held beyond cash management requirements
 - Internal cash transactions (drawdowns, refunds of cash, and adjustments) match school bank statements
 - Records transmitted electronically between offices within the school environment match. Run a regular comparison to identify discrepancies

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What is Reconciliation: Key Players

Internal Reconciliation



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What is Reconciliation: External Reconciliation

- Disbursement transactions
 - Internal school disbursement records (both business office and financial aid office) match exactly to disbursement records in FSA systems, including:
 - Common Origination and Disbursement (COD) and
 - Fiscal Operations Report and Application to Participate (FISAP)
- Cash transactions
 - Drawdowns, drawdown adjustments, and refunds of cash transactions in school internal records match exactly with transactions in COD/FISAP and G5

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What is Reconciliation: Key Players

External Reconciliation

The diagram illustrates the key players in external reconciliation. At the top, the Financial Aid Office and Business Office are connected by a double-headed arrow. Below them, a box labeled 'G5 (Resource)' is connected to both the Financial Aid Office and the Business Office. At the bottom, two boxes represent 'Campus-Based Aid with FISAP (Now in COD)' and 'All other Title IV aid With COD'. Dashed lines connect these bottom boxes to the Financial Aid Office and Business Office, indicating their integration into the reconciliation process.

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What is Closeout?

The process by which schools complete processing at the end of an award year. This process should:

- Be an extension of regular reconciliation cycle (i.e., one final monthly reconciliation)
- Result in a \$0 cash balance (Net Drawdowns = Net Accepted and Posted Disbursements) in ALL systems
- Occur shortly after final disbursements are made for a program and award year [or reported for Campus Based (CB) Programs]
- Ensure that all cash management and disbursement reporting requirements have been met

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What is Closeout: Deadlines

- Pell/Iraq Afghanistan Service Grant (IASG) – Last business day in September of the Award Year (AY)
 - <https://ifap.ed.gov/eannouncements/091018PellIraqAfghanSvcGrant1718AYProcDead.html>
 - The deadline for Pell/IASG 2017-18 was September 28, 2018.
- TEACH Grant (TH) – Last business day in September of the AY
 - <https://ifap.ed.gov/eannouncements/091018AdditionalTEACHGrantCloseoutInfo1718.html>
 - The deadline for TEACH 2017-18 was September 28, 2018.
- Direct Loan (DL) – Last business day in July year following the AY
 - <https://ifap.ed.gov/eannouncements/070618Additional201617DLProgramYearCloseoutInfo.html>
 - **The closeout deadline for Direct Loan 2017-18 is July 31, 2019**

Note: system processing deadlines may impact the actual date final disbursements are accepted

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What is Closeout: Deadlines

- Campus-Based – Fiscal Operations Report and Application to Participate (FISAP) filing deadline midnight October 1
 - <https://ifap.ed.gov/eannouncements/083118Oct12018DeadlineforSubmittingFISAP.html>
 - FISAP reporting must correspond to G5 draws (i.e. what you report as paid must equal what you drew)
 - Campus-Based – Closeout reduction occurs February following FISAP filing deadlines (February 2019 – reduce funding for 2017-18 awards)
 - Unprocessed de-obligations (negative G5 balance) that have not been refunded (repaid) to G5 will result in an Accounts Receivable being set up to collect the amount due
 - Interest accumulates on the balance owed

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What is Closeout: Funding Cancellation

For Federal Pell Grants and Campus Based Programs, funding cancels five years after the data submission deadline and:

- No further award or disbursement data can be submitted to the COD system
- Funding is no longer available in G5 for the program and award year (no drawdowns, drawdown adjustments, refunds of cash*)
- Ex: 2013-14 Award Year closed effective 9/30/2014. Funding will be canceled effective 9/30/2019 (2014 + 5 = 2019; 9/30 is the last business day in September 2019)

Note: system processing deadlines may impact the actual date final disbursements are accepted

18 * Refunds of Cash may be made to miscellaneous award in G5 if Special Students no longer



Filling Your Tool Kit: Tips, Tools, and Resources



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Your Tool Kit: Tips for Internal Reconciliation

- Ensure business office and financial aid records agree with what the student wants and is eligible to receive 
- Regularly compare bank statements to G5 summary cash and detail transactions
- Return funds appropriately to the correct program and year
 - Refunds of Cash should be made electronically
 - Drawdown Adjustments should only be used to correct errors 


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Your Tool Kit: Tips for Internal Reconciliation


- **Daily/weekly check-in between Business Office and Financial Aid Office**
 - Do disbursements reported match disbursements posted? (date and amount) 
 - Do draws and refunds of cash match disbursements?
- **Run comparison reports between your Business Office and Financial Aid Office software**
 - Print/compare list of year to date disbursements by program and award year
 - Important even if systems have direct interface/exchange data

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Your Tool Kit: Tips for External Reconciliation

- Keep school *records in sync* with COD records by resolving rejected data timely 
- Use *COD and G5 reports* to regularly ensure cash and disbursement data matches school records
- Use *COD web screens*
- Pay attention to *IFAP announcements* and *COD updates* regarding processing issues and any funding reductions

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Your Tool Kit: Reports for Pell, DL, TEACH 

- **School Account Statement (SAS)**
 - Bank statement – summary balance and detail transaction information
 - Contains ED's official cash balance for your school
 - Data is as of the end of the reported month
 - Separate SAS for each school, program, award year

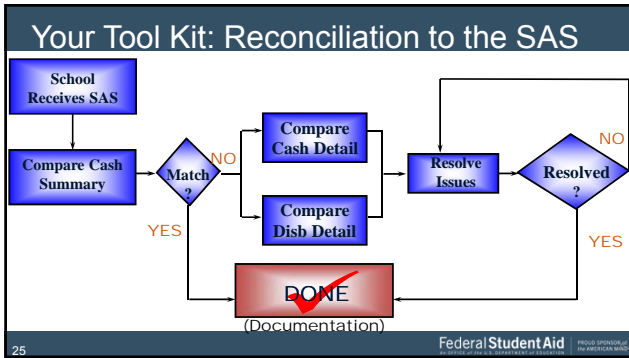
This is your primary tool in your reconciliation tool kit

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Your Tool Kit: Reports for Pell, DL, TEACH

- Pell School Account Statement (SAS) - Award Year 2017-18+
 - Comma Delimited with Headers
 - 3 sections (cash summary, cash detail, award summary or disbursement detail)
- DL and TEACH SAS – all Award Years
 - Fixed Length (DL) or Delimited (DL/TH)
 - 3-4 sections (cash summary, disbursement summary by loan type - DL, cash detail, loan/disbursement detail)

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- ### Your Tool Kit: Common Disbursement Discrepancies
- Unsent/unacknowledged disbursement batches
 - Rejected disbursements
 - Incorrect disbursement dates
 - Disbursements recorded in Business Office – not in Financial Aid system
 - Unbooked records (DL or TEACH only)
 - School data loss
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- ### Your Tool Kit: Disbursement Research Tools
- Disbursement Detail Comparison Report
 - Financial Aid Office Disbursement Report
 - Business Office Disbursement Report
 - Student Account Files
 - Business Office Ledgers/Statements of Account
 - SAS Disbursement Detail or SAS Disbursement Detail on Demand
 - COD Web site – Award/Disbursement Detail and Edit Code Rejects, Anticipated Disbursement Queue
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Your Tool Kit: Disbursement Research Tools

- SAS Disbursement Detail on Demand
 - Pell - Award Year 2017-18 and forward
 - DL and TEACH – All Award Years
 - Requested through COD Web Site Report Request
 - Delivered to SAIG Mailbox
 - Monthly, YTD, or Date Range

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Your Tool Kit: SAS Disbursement Detail on Demand

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGINATOR & DISBURSEMENT

Request Type: SAS Disbursement Detail on Demand Request

Program: Direct Loan

Award Year: 18 - 19

Report Format: Commas Delimited with Headers

End Date: October 1, 2018

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Your Tool Kit: Using Edit Code Rejects/Warnings

- **Warnings** indicate a potential problem
- **Rejects** indicate award/disbursement not built in COD
- Set aside time to resolve edit code rejects daily/weekly
- Rejected Direct Loan records can lead to unsubstantiated cash for advance funded schools
- Rejected Pell Grant, TEACH, and Direct Loan HCM1 school records will not increase available funds in G5
- Most school services calls - Edit code rejects

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Your Tool Kit: Using Edit code rejects

- Use your school's software reports
 - Ex: EDEXpress List Status report- what's missing?
- COD Technical reference

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Your Tool Kit: COD Technical Reference - Edits

Code	Amount	Code	Amount
0.1	\$3,300	1.4	\$3,300
1	\$3,300	1.5	\$3,300
2	\$4,500	1.7	\$0
3	\$3,300		

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Your Tool Kit: COD Anticipated Disbursement Queue

Run monthly and at end of year to find any disbursements still pending that should be reduced or reported as actual

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Your Tool Kit: Common Cash Discrepancies

- Timing Issues
- Cash Transactions in wrong year or split between years
- Funds needing to be returned as refunds of cash
- Funds recycled for disbursement in a different award year

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Your Tool Kit: Cash Research Tools

- Cash Detail Comparison Report
- SAS Cash Detail
- COD Web site
- G5 Web site
- Business Office Cash Report
- Bank Statements
- Cancelled Checks

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Your Tool Kit: COD Web Site

School Summary Information

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COMMON ORIGINATION & DISBURSEMENT

School Summary Information
UNIVERSITY OF LIFE LONG LEARNING

Type	Name	Phone	Award Year	Program	Support
Direct Loan	AUGUSTIN RICHARDS	(202)864-8324	18-19	PELL	
Financial Aid Officer	AUGUSTIN RICHARDS	(202)864-8324			
Financial Aid Officer	AUGUSTIN RICHARDS	(202)864-8324			

Please keep contact information updated!

Check this page often to confirm prior years reconciled

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Your Tool Kit: COD Web Site

School Summary Financial Information - DL

School Summary Financial Information

Beginning Cash Balance		
Beginning Cash Balance		\$0.00
Cash Receipts	\$76,339,365.00	
Refunds of Cash	\$0.00	
Net Drawdowns/Payments	\$76,339,365.00	
Booked Disbursements		
Booked Disbursements	\$78,141,338.00	
Booked Adjustments	(\$806,219.00)	
Total Net Booked Disbursements	\$77,335,119.00	
Ending Cash Balance		
Ending Cash Balance		(\$995,754.00)
Unbooked Disbursements		
Unbooked Disbursements	\$928.00	
Unbooked Adjustments	(\$928.00)	
Total Net Unbooked Disbursements	\$0.00	
Cash > Net Accepted & Posted Disbursements		(\$995,754.00)

Direct Loan and TEACH mirror the Cash Summary section of the SAS

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Your Tool Kit: G5

- Individual users must register
 - Read only access available
- A bank account must be set up for your school
- A bank account for refunds should also be identified
- Maintaining and accounting for funds 34 CFR 668.163

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Your Tool Kit: Understanding G5 Award Numbers

- G5 award numbers are school, program and award year specific
- Example for 2018-19 award year

Program	G5 Award Number	Award Year
Direct Loan	P268K19####	Trailing Year
TEACH Grant	P379T19####	Trailing Year
Pell Grant	P063P18####	Leading Year
IASG	P408A18####	Leading Year
Campus-Based	FWS: P033A18#### SEOG: P007A18####	Leading Year

*#### represents each school's unique G5 Award ID

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Your Tool Kit: G5 Reports

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Your Tool Kit: G5 Reports

External Award Activity History

U.S. Department of Education - EDC APS G5
G5 - External Award Activity History Detail Report

Parameters Entered: FR:	Net Draws	-15,054,754.64
Award Year	Last Date To Draw Funds	2023-10-02
Response Rate	Net Authorizations	\$14,953,939.00
Total Draws	Total Draws	-15,121,835.69
Last Date To	Total Refunds	\$67,081.05
Net Authorizations	Total Returns	\$0.00
Total Draws	Net Adjustments	\$0.00
Total Returns		
Net Adjustments		

Transaction Date	Change In Authorization	Disbursements	Returns	Adjustments	Returns	Offsets
2018-10-01	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-10-01	\$818.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-28	\$37,898.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-28	\$0.00	\$79,784.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-28	\$0.00	\$1,540.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-27	\$0.00	\$0.00	\$1,182.00	\$0.00	\$0.00	\$0.00
2018-09-26	\$91.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-25	\$873.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-21	\$79,779.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-21	\$0.00	\$14,718.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-20	\$1,970.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-19	\$0.00	\$16,758.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-14	\$1,480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-14	\$14,345.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018-09-13	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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Your Tool Kit: Additional Pell Reports

- Electronic Statement of Account (SAIG) - cash transactions
 - Initial Obligation/Authorization, changes to obligation/authorization both by date and amount
 - Number of unduplicated YTD recipients

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Your Tool Kit: Additional Pell Reports

- **Reconciliation Report (SAIG) - summary disbursement**
 - Summary Pell Grant received YTD by each student
 - Includes verification and Pell Grant Overaward Project (POP) status as well as Life-Time Eligibility used (LEU)
- **Year to Date (YTD) file (SAIG) - detail disbursement level**
 - Contains complete year to date student/disbursement level data and can be used to help rebuild lost school data either by student or school

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Your Tool Kit: Additional Pell Reports Data Requests

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Your Tool Kit: Pell Reports

Report Name	Start	Frequency	Daily Request		Semi-Monthly		COD Reporting (Web Only)	
			YTD	MT	YTD Detail	Yearly	YTD Detail	Yearly
Electronic Statement of Account (ESA)		System Generated on By Request	✓	✓			✓	✓
Multiple Reporting Record (MRR)	SON	Daily	✓	✓			✓	✓
Reconciliation Report	SON	By Request	✓	✓			✓	✓
Year to Date (YTD) File	SON	By Request	✓	✓			✓	✓
Pending Disbursement List	Last Name	Weekly			✓			✓
Verification Status Report	Name	Monthly			✓			✓
Pell POP Report	Last Name	Weekly	✓	✓	✓			✓
Pell Lifetime Eligibility Used Report	SON	Weekly			✓			✓
Pell Grant School Account Statement (SAS)	By Statement Request Type	Monthly			✓			✓
Pell Grant School Account Statement (SAS) Disbursement Detail on Demand	By Statement Request Type	By Request	✓	✓				✓

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Your Tool Kit: Additional DL/TH Reports

- Actual Disbursement List (DL only)
 - School Newsbox (services menu)
- Pending Disbursement Listing

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Your Tool Kit: Direct Loan Actual Disbursement List

- Retrieve from your school's COD newsbox
- List actual disbursements accepted by the COD system from previous Saturday to Friday
 - Based on posting date in COD
 - Includes booked, unbooked and future dated



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Your Tool Kit: Direct Loan Reports

Format and Delivery Methods				SARS Monitor			COD Web Site
Report Name	Report Subsection Web Page	Next	Frequency	Consolidated	Final Length	Do Not Distribute	Consolidated
Direct Loan Rebuild File	Separate Loan Report Web Page	OSR	By Request				
Duplicate Student Borrower Report		OSR	Monthly				
Pending Disbursement Listing Report		Last Name	Weekly				
Direct Loan School Account Statement (SAS)	Link to Separate SAS Page	By Statement	Monthly				
Direct Loan School Account Statement (SAS) Disbursement Detail On Demand	Separate Loan Report Web Page	Award Type / Award ID / Date of First Disb. Date Warn	On Demand				

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Your Tool Kit: Direct Loan Reports

Report Name	Report Selection Web Page	Sort	Frequency	SAIG Mailbox	COD Web Site
Direct Loan Counseling Report <small>(Note: This report only contains information from StudentLoans.gov)</small>	✓	SSN	Weekly		✓
Weekly Credit Status Report		SSN	Weekly		✓
Direct Subsidized Loan Usage Change		SSN	Weekly	✓	✓
Direct Loan Actual Disbursement List	✓	SSN	Weekly	✓	✓
Direct Loan Completed MPN Report	✗	SSN	Weekly		✓
Direct Loan Completed PLUS Application Report	✗	SSN	Weekly		✓
SALAA Adjustments Needed Report	✗	SSN	Monthly (around Closeout)		✓
MPN Status Report	✗	SSN	Weekly	✓	✓

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Your Tool Kit: TEACH Reports

Format and Delivery Methods

Report Name	Report Selection Web Page	Sort	Frequency	SAIG Mailbox				COD Web Site	
				Permitted Text	Comma-Delimited	Pipe-Delimited	Fixed Length	PDF	Comma-Delimited
Multiple Reporting Record (MRR)	✗	SSN	Daily		✓				✓
TEACH Grant School Account Statement (SAS)	✓	By Statement Record Type	Monthly	✓					
TEACH Grant School Account Statement (SAS) Disbursement Detail On Demand	✗	Award ID	On Demand	✓					
Pending Disbursement Listing		List Name	Weekly	✓					✓
Subsid File		Award ID	By Request		✓				✓
ATS Discharge Report		Discharge Date	Weekly		✓				✓
TEACH Counseling Report		SSN	Weekly		✓				✓

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Your Tool Kit: Non Program Specific Reports

Format and Delivery Methods

Report Name	Report Selection Web Page	Sort	Frequency	SAIG Mailbox				COD Web Site	
				Permitted Text	Comma-Delimited	Pipe-Delimited	Fixed Length	PDF	Comma-Delimited
COD School Monitoring Report	✓	Award Year	Weekly	✓				✓	
COD School Funding History Report	✓	Date of Transaction	By Request						✓

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Your Tool Kit: Campus Based Reports

- COD Campus Based Web Site

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Your Tool Kit: Campus Based Reports

- Campus Based Electronic Statement of Account (ESOA) - funding transactions
 - Initial Obligation/Authorization, changes to obligation/authorization both by date and amount

Transaction Number	Transaction Date
07-00-00	08/12/2018
08-00-00	08/12/2018
09-00-00	08/12/2018
10-00-00	08/12/2018
11-00-00	08/12/2018
12-00-00	08/12/2018
13-00-00	08/12/2018
14-00-00	08/12/2018
15-00-00	08/12/2018
16-00-00	08/12/2018
17-00-00	08/12/2018
18-00-00	08/12/2018
19-00-00	08/12/2018
20-00-00	08/12/2018
21-00-00	08/12/2018
22-00-00	08/12/2018
23-00-00	08/12/2018
24-00-00	08/12/2018
25-00-00	08/12/2018
26-00-00	08/12/2018
27-00-00	08/12/2018
28-00-00	08/12/2018
29-00-00	08/12/2018
30-00-00	08/12/2018
31-00-00	08/12/2018
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33-00-00	08/12/2018
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37-00-00	08/12/2018
38-00-00	08/12/2018
39-00-00	08/12/2018
40-00-00	08/12/2018
41-00-00	08/12/2018
42-00-00	08/12/2018
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80-00-00	08/12/2018
81-00-00	08/12/2018
82-00-00	08/12/2018
83-00-00	08/12/2018
84-00-00	08/12/2018
85-00-00	08/12/2018
86-00-00	08/12/2018
87-00-00	08/12/2018
88-00-00	08/12/2018
89-00-00	08/12/2018
90-00-00	08/12/2018
91-00-00	08/12/2018
92-00-00	08/12/2018
93-00-00	08/12/2018
94-00-00	08/12/2018
95-00-00	08/12/2018
96-00-00	08/12/2018
97-00-00	08/12/2018
98-00-00	08/12/2018
99-00-00	08/12/2018
00-00-00	08/12/2018

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Your Tool Kit: Closeout Tips and Reminders

- **Regulations for cash management and reconciliation supersede close out process**
- Most schools should be able to reconcile and complete processing well before closeout deadlines, after final disbursements are made
- For Pell, DL, TEACH: Extensions to the data submission deadlines are reviewed on a case-by-case basis and approved in accordance with applicable regulatory requirements
- You must monitor IFAP closely for announcements related to funding and reconciliation deadlines for all Title IV programs

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Your Tool Kit: Reopen/Extended Processing (EP)

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGINATOR & DISBURSEMENT

Request Reopen/Extended Processing

Program: PELL Award Year: 17-18

NOTE: Award Year will appear in Student only if School has confirmed Closed or if Award Year is past the Data Submission Deadline. Complete the fields below. The fields marked with an asterisk (*) are required. Click "Submit" to submit the request for Post Deadline Processing.

Requester Name: [Redacted]
Requester Email Address: [Redacted]
Requester Phone Number: [Redacted]
Reason why you will need Extended Processing: Natural Disaster

*Do not include Personally Identifiable Information (PII) (date of birth, SSN, award identifier, etc.)

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- Reopen confirmed closed award year:
- Pell or TEACH (2016-17+)
 - DL (all)
- EP once past the processing deadline for:
- Pell increase disbursement data
 - DL or TEACH increase/decrease disbursement data

Your Tool Kit: IFAP Announcements

Information for Financial Aid Professionals (IFAP)

The information for Financial Aid Professionals (IFAP) website is a comprehensive database of information and resources for the financial aid community.

What's New

Check on this site to access information and updates about training resources.

Publications

Check on this site to access program and funding opportunity information.

Processing Resources

Check on this site to access program and funding opportunity information.

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Completing Your Tool Kit: What's New?

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NEW: EExpress Pell SAS Import/Compare

- Available August 2018 – R3.0
- Import and Compare Pell SAS files to school data
- Works with existing EExpress database or imported school data (non-EExpress)
 - You do NOT need to process aid through EExpress to use this tool

For more information:
<https://fap.ed.gov/eannouncements/081018AvailEExpressWindows20182019Rel3pt0.html>

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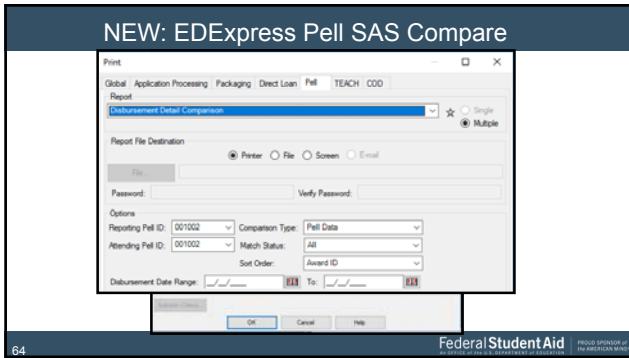
NEW: EExpress Pell SAS Import

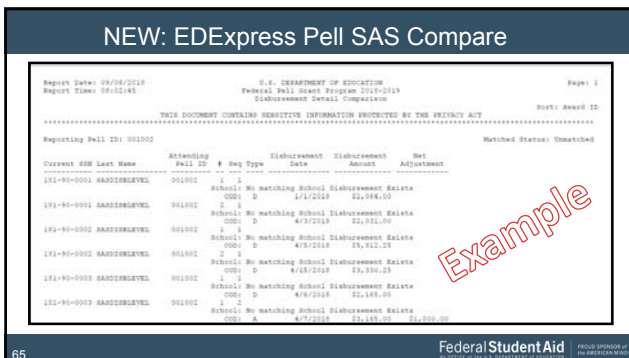
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NEW: EExpress Pell SAS Import

Item	Amount
Beginning Cash Balance	\$0.00
Def. Scholarship/Payments	\$22,789.00
HSFD	\$82,477.70
Cash > SAFO	\$56,991.42
Beginning Cash Balance	\$1,200,000.00
Def. Scholarship/Payments	\$22,789.00
HSFD	\$76,648.70
Cash > HSFD	\$55,760.10

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Finishing Touches: Resources



- Conference Sessions
 - Session 2 The Four R's (FISAP)
 - Session 11 COD Update
 - Session 14 Cash Management
 - Hands On Session 2 COD Basics
 - Hands On Session 3 COD Advanced



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Finishing Touches: Resources


- FSA Handbook - Volume 4
- COD Technical Reference
 - Implementation guide, edit code rejects, reports, DL tools
- IFAP – Monitor frequently
 - Electronic Announcements
 - Federal Register Notices
 - Recorded conference sessions, training materia

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Finishing Touches: Resources

- G5 Help Desk
 - Phone: 888-336-8930 / 8:00 a.m. - 6:00 p.m. (ET) M-F
 - E-mail: edcaps.user@ed.gov
 - Website: <https://www.g5.gov/>
- COD Help Desk
 - Primary CSR and Reconciliation Coordinator
 - Phone: 800-848-0978 / 8:00 a.m. - 11:00 p.m. (ET)
 - E-mail: CODSupport@ed.gov
 - Website: <https://cod.ed.gov/>



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