



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Philip C. Cleveland, Ed.D.
Interim State Superintendent
of Education

July 18, 2016

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Andy Craig *AC*
Deputy State Superintendent
Administrative and Financial Services

RE: PART 200- Uniform Guidance for Federal Programs

Most of the federal funds received by local boards of education (including Child Nutrition Program Funds) are now subject to the requirements of the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements-Part 200 ("Part 200"). The U. S. Department of Education and the U. S. Department of Agriculture have implemented Part 200 requirements that are now applicable to Alabama school boards. Part 200 contains requirements that school boards must have written policies to document certain procedures that will be followed for federal program funds. Enclosed are examples of written policies to assist you in developing the policies for your school board.

Although federal programs and child nutrition programs are subject to the same procurement requirements of state laws governing school board funds, Part 200 contains some additional purchasing requirements for purchases with federal and child nutrition program funds. **Procurement transactions that are not subject to the state procurement laws (see example written policies), but exceed the aggregate amount of the federal micro-purchase threshold (currently \$3500), will need price or rate quotes from two or more qualified sources.** Additionally, a school board utilizing the national purchasing cooperatives authorized under state law for federal program and child nutrition program purchases should obtain documents that show the Part 200 competitive bid requirements were met.

If you have questions about the implementation of these Part 200 requirements contact Mr. Dennis Heard [(334) 242-9747 or dheard@alsde.edu] or Mrs. Sonja Peaspanen [(334) 353-9886 or speaspanen@alsde.edu].

AC/DWH

Enclosure

cc: Chief School Financial Officers
Child Nutrition Directors
Federal Program Directors

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of Education

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