

## **CHARTER SCHOOL GRANT DEADLINES**

1. The last date to issue Purchase Orders is 30 days prior to the grant project ending date.
2. Goods and services must be received/performed by the grant project ending date.
3. Invoices for goods and services received/performed must be paid within 15 days of the grant project ending date. Reimbursement must be requested by the same date.
4. Budget Amendments for projects must be approved by the FDOE no later than 60 calendar days before the end of the grant project period. This includes the DOE 150 (Project Amendment Request) signed by the District's Superintendent, and the DOE 151 (Budget Amendment Narrative Form). Once the DOE 150 is signed, you will be notified to come and pick up the forms to mail to FDOE.