

MICHIGAN DEPARTMENT OF EDUCATION
Grants Administration and Coordination
ARRA Section 1512 Reporting Timeline for Sub-Grantees and MDE

JB Revised 3/10/2010

Initial Submission Phase			Agency (USED and USDA) View Only Phase	Agency (USED and USDA) Review Period	Reports published on recovery.gov	Federal reporting system is shut down for maintenance	Continual Review Phase	
	Q1: 12/10 – 01/08 Q2: 03/08 – 04/02 Q3: 06/07 – 07/05 Q4: 09/08 – 10/05	Q1: 01/08* Q2: 04/02 Q3: 07/05 Q4: 10/05	Q1: 01/13* Q2: 04/08 Q3: 07/08 Q4: 10/08	Q1: 01/16 – 01/22 Q2: 04/16 – 04/22 Q3: 07/16 – 07/22 Q4: 10/16 – 10/22	Q1: 01/23 – 01/29 Q2: 04/23 – 04/29 Q3: 07/23 – 07/29 Q4: 10/23 – 10/29	Q1: 01/30 Q2: 04/30 Q3: 07/30 Q4: 10/30	Q1: 01/31 – 02/01 Q2: 05/01 – 05/02 Q3: 07/31 – 08/01 Q4: 10/31 – 11/01	Q1: 02/02 – 03/15 Q2: 05/02 – 06/13 Q3: 08/02 – 09/12 Q4: 11/02 – 12/13
Sub-Grantees	Enters reporting data in MEGS.	Submits report in MEGS by published due date.	Responds within one business day to any MDE requests for information and/or submits any required modifications to their report in MEGS within one business day.					
MDE	GCSS updates statuses to "Report Accepted" so sub-grantees can amend their report.	GCSS/DTMB extracts data and sends in a spreadsheet for program office review the day after the MEGS due date. Program Offices notify GCSS of any corrections and when the spreadsheet is OK to route for approval.	DTMB sends xml files on day 8 to the Governor's Economic Recovery Office (ERO) for formal submission.	GCSS/DTMB updates spreadsheets with revised information. Re-submits any reports with modifications to ERO on day 22.	GCSS and Program Offices respond to any federal agency comments forwarded from the ERO within one business day. Reports are locked from this point forward. MDE cannot make any changes unless a federal agency makes a comment after day 22. The ERO can request a report be re-opened if you find issues, but it is best to fix them before day 23.		GCSS and Program Offices respond to any federal agency comments and concerns forwarded from the ERO within one business day.	
Program Offices monitor sub-grantee responses using the MEGS GIRs. Sends reports back for modifications as necessary. No corrections can be submitted to federalreporting.gov after the last date in the continual review phase.								
USED and USDA	May send updated guidance and communications for the current reporting period.		Views the reports only – cannot make any comments.	Sends comments to ERO.			Sends comments to ERO.	

Time Period Covered in the Report: Q1: October 1 – December 31, Q2: January 1 – March 31, Q3: April 1 – June 30, and Q4: July 1 – September 30.

*Quarter one due date was extended due to new guidance released on 12/18/2009.