

Deliverables

Updated November 2020

Federal Fiscal Year 2020 / State Fiscal Year 2021 (July 1 2020 - June 30 2021):

#	Deliverable Title, Due Note, Description	Due Date
1.00	Monthly Enrollment Summary Report <i>Review, correct if needed following instructions, sign, and return monthly</i>	By the 15 th of every Month
2.00	A-19 Billing Summary Report <i>Review, correct if needed following instructions, sign, and return monthly</i>	By the 10 th of every Month
3.00	Other State and Local Public and Private Revenue and Expenditure Report <i>On the budget form provided by the DCYF, electronically submit other public and private revenue and expenditure data for all anticipated funding sources for EIS, during the periods of: July 1, 2019 through June 30, 2020. Sources must include funds received from Medicaid, Private Insurance, County DDA, DOH/CSHCN, County Millage, etc.</i>	Oct 31, 2020
4.00	FY20-21 Budget <i>On the budget form provided by the DCYF, electronically submit an FY20-21 Estimated Budget based on projected contract annual allocation.</i>	Oct 31, 2020
5.00	Local Interagency Agreements/MOAs/MOUs <i>If needed and as Interagency Agreements expire or changes occur.</i> <i>For all Contractors, the Interagency Agreements must include the components in the Statement of Work, Section 3, Scope of Work.</i>	Oct 31, 2020
6.00	Subcontracts <i>If needed and immediately upon development thereafter.</i>	Oct 31, 2020
7.00	Local Early Intervention Services Collaboration Plan, including Service Area Agreements (if needed)	Dec 31, 2020 Dec 31, 2020
8.00	EIS Provider/School District Contact Verification Report <i>September- December 2020</i>	Jan 31, 2021
8.10	EIS Provider/School District Contact Verification Report <i>January-March 2021</i>	Apr 30, 2021
8.20	EIS Provider/School District Contact Verification Report <i>April-June 2021</i>	Jul 30, 2021
9.00	<i>Budgeted vs actual expenditures. On the budget form provided by the DCYF, electronically submit:</i>	
9.10	Mid-year Budget Expenditure Report <i>On the budget form provided by the DCYF, electronically submit a Budget showing actual expenditures for the periods Sept. 1, 2020 through December 31, 2020.</i>	Jan 31, 2021
9.20	Year-end Budget Expenditure Report <i>On the budget form provided by the DCYF, electronically submit a Budget showing actual expenditures for the periods Sept. 1, 2020 through June 30, 2021.</i>	Jul 31, 2021
10.00	Financial Disclosure Certification <i>On the form provided by the DCYF, electronically submit to esit.reports@dcyf.wa.gov.</i>	Jul 10, 2021
11.00	Federal Certification and Assurance 2020-2021 Report	Jul 10, 2021

12.00

Audits or Other Monitoring

Within two weeks of receipt

The Contractor must submit copies of Any federal, state, county, local, and independent monitoring or audit reports, regarding the part C of IDEA EIS, regardless of funding source; and Any audits or monitoring reports pertaining to the requirements in the Exhibit D, General Terms and Conditions, including Federal Funding Requirements and Records Maintenance.

