

FY25 and FY26 Grantees:
FC 0460 EC Support and FC 0470 EC Capacity Grants

Important Deadlines

1. June 30th: All FY25 grants ended. All supplies, goods, and services must be received and/or completed by June 30th.
2. August 27th: The final deadline to request reimbursements for FY25 grants that ended June 30, 2025, has passed. If this due date is missed, grantees will not be able to claim funds.
3. August 31st: All Summer FY26 grants end. All supplies, goods, and services must be received and/or completed by August 31st.
4. September 30th: All FY25 FERs are due in GEMs.
5. October 31st: All Summer FY26 FERs are due in GEMs.

School Year FY26 Early College Planning Grant FC0461

- FC 461 is not yet available; however, it will be posted by the end of September at the latest. Once the RFP is posted, the information will be on the DESE grant website, the Early College resource site as well, and an email will go out to programs. Please note, once the RFP is posted, it will not be available in GEMs, according to the RFP.

Webinars for School Year FY26

- If your program missed the webinar hosted on Friday, July 18th and did not have a fiscal and programmatic representative attend. In the event that additional funding becomes available, programs are ineligible to be considered for this funding opportunity. Attending webinars is mandatory and referenced in the RFP.
- If you missed the first webinar, there will be another opportunity later in the year. Date TBD.

Final Financial Reports (FER)

- For FY25 grants, the final reports (FER) in GEMS, which ended June 30th are due 8.31.25.
- Summer FY26 grants, the final reports (FER) in GEMS, which end on August 31st are due 10.31.25.
- Funding cannot be used or allocated past the end date of the grant.
- If FY25 grantees have not completed the FER, Program Director Danielle Wheeler and or Program Manager Chinna Mapp will contact grantees as a reminder.

Claiming Funds

- Please remember to submit all reimbursements. Request reimbursements ONLY for the funds used. Do not submit reimbursements for any funds that are not yet used, and/or grantees do not plan to use.

Additional Information

- Amendments are generated by grantees, and Cashay cannot open amendments on the grantee's behalf. Please go to the application, at the top, select APPLICATION REVISION STARTED to begin the process.

- Applications do not need to be amended if there is no significant change in program objectives, less than or equal to \$100 or 10% of the line (whichever is greater), and does not exceed \$10,000.
- If applications are returned for edits, please review the comment section to see what is being requested. Do not let the application sit. Grantees will not be able to use the funding as desired until it is DESE fiscally approved.
- The contractual service line-item is only for expenses under \$25K. Expenses greater than \$25K should go under the MAJOR contractual service line. Applications will be returned for edits if items are classified incorrectly.
- When contacting Cashay regarding issues or concerns regarding GEMS, please be as clear and descriptive as possible, and include the year and fund code. If grantees are receiving an error message, please take a screenshot so grantees can be effectively supported.
- Grantees cannot allocate, use, or encumber funding until DESE fiscal approval is given. Check the GAN in GEMs to confirm the start date.
- Do not wait until the last minute or on the due date to complete tasks. If an issue occurs and depending on the issue, it does not always allow enough time to troubleshoot. Grantees run the risk of not receiving an extension and could lose funding and/or lose out on funding opportunities.
- Do not ignore emails; they are not a FYI and contain important information regarding deadlines and/or funding available.
- If there are changes and/or concerns that affect your ability to spend all funding, please contact Cashay ASAP. Cashay is more than happy to provide recommendations and/or brainstorm about how the funding could be utilized. Programs will be penalized for returning funding. Also, if you wait until the last minute, grantees could take away another program's opportunity to use the funding.

If you have any issues or concerns, please email Cashay Grant-Woods at Cashay.c.grant-woods@mass.gov for support. Thank you for your patience and collaboration. Happy Spending.