



# **School-Based ACCESS Program (SBAP)**

## ***2023-2024 Recurring Timeline***

## July 1 – September 30

- July – September RMTS is run (Inactive Quarter – No RMTS moments)
- LEAs must certify MAC costs for April – June Quarter
- LEA Agreements for participation in FY23-24 SBAP are due
- LEAs must certify calendars and staff pool lists for October – December RMTS
- Annual Statewide Trainings
- All MAC CPEs are due for FY22-23

## October 1 – December 31

- ❑ October – December RMTS is run
- ❑ Interim Rates are Adjusted for each LEA
- ❑ LEAs must complete cost reporting for FY22-23
  - ❑ Remember to apply for a UICR when completing your AFR
- ❑ LEAs must certify calendars and staff pool lists for January – March RMTS
- ❑ Annual Cost Settlement Trainings
- ❑ Double check your FY22-23 cost reports before submission deadline of December 31!

# January 1 – March 31

- January – March RMTS is run
- LEAs must certify MAC costs for July – September Quarter
- LEAs must certify MAC costs for October – December Quarter
- LEAs must certify calendars and staff pool lists for April – June RMTS
- Annual Cost Settlement Desk Reviews – Last chance to change your Cost Report data!

## April 1 – June 30

- April – June RMTS is run
- LEAs must certify MAC costs for January - March Quarter
- LEAs must submit FY22-23 Cost Settlement CPE Forms
- LEAs must certify calendars and staff pool lists for July – September RMTS (Inactive Quarter – this is done automatically)
- DHS reviews and approves final Cost Settlement

# DHS SBAP Contact Information

Program questions should be directed to the DHS resource account:

[RA-PWSBAP@pa.gov](mailto:RA-PWSBAP@pa.gov)