

NEIL ABERCROMBIE
GOVERNOR



KALBERT K. YOUNG
DIRECTOR

LUIS P. SALAVERIA
DEPUTY DIRECTOR

STATE OF HAWAII
DEPARTMENT OF BUDGET AND FINANCE
P.O. BOX 150
HONOLULU, HAWAII 96810-0150

EMPLOYEES' RETIREMENT SYSTEM
HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
OFFICE OF THE PUBLIC DEFENDER
PUBLIC UTILITIES COMMISSION

ADMINISTRATIVE AND RESEARCH OFFICE
BUDGET, PROGRAM PLANNING AND
MANAGEMENT DIVISION
FINANCIAL ADMINISTRATION DIVISION
OFFICE OF FEDERAL AWARDS MANAGEMENT

October 24, 2013

To: The Honorable Kathryn S. Matayoshi
Superintendent, Department of Education

From: Kalbert K. Young
Director of Finance

Subject: Request for Exemption from Finance Memorandum No. 13-05

Your memorandum, dated May 21, 2013, requesting an exemption from Finance Memorandum No. 13-05, New Methodology for Assignment of Appropriation Symbols for Federal Awards, has been reviewed.

I understand that the Department of Education (DOE) has effectively managed numerous federal awards and has a federal award management system in place that tracks federal awards on a one-to-one basis by grant number. Additionally, federal grant award, expenditure and balance data can be extracted from DOE's Financial Management System (FMS). As such, an exemption from FM No. 13-05 is hereby approved, contingent upon the following, as agreed upon by the DOE, that the DOE will:

1. Maintain internal controls so that any federal award received by the DOE is entered into DOE's FMS within 14 days of the receipt of the grant award notice;
2. Upload award data electronically from FMS to the State's Federal Awards Management System (iFAMS) when developed and operational. The attachment provides a list of the probable data fields that will be in iFAMS.
3. Complete and submit Form FF as a planning tool during the budget preparation process.
4. Continue to participate in State Grant Hui activities.

The DOE's support of this project is appreciated and we look forward to continuing to work with you and your staff.

Attachment

- c: Mr. Ronn Nozoe, Deputy Superintendent, DOE
- Ms. Amy S. Kunz, Assistant Superintendent and CFO, Office of Fiscal Services, DOE
- Mr. Mark Anderson, Department of Budget and Finance
- Mr. Neal Miyahira, Department of Budget and Finance
- Mr. Wayne Horie, Department of Accounting and General Services



STATE OF HAWAII
DEPARTMENT OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

May 31, 2013

TO: The Honorable Kalbert K. Young, Director
Department of Budget and Finance

FROM: ~~Kathryn S. Matayoshi~~
Kathryn S. Matayoshi, Superintendent
Department of Education

SUBJECT: Request for Exemption to Requirements of Finance Memorandum No. 13-05

This memorandum is to request an exemption to the requirement to establish a unique appropriation symbol for each federal award by federal award ID. The reason is that the implementation of this major change would cause considerable disruption to operations. Furthermore, the data sought is already readily available.

The Department of Education (Department) has a strong federal award management system that is able to track federal awards on a one to one basis by grant number. The federal grant award, expenditure, and balance data can be extracted from our Financial Management System by grant either on demand or on a periodic schedule in table format.

Staff from the Department's Office of Fiscal Services have met with staff from your department and worked out a compromise alternative approach that will involve the Department:

1. Maintaining internal controls so that any federal award received by the Department is input into FMS within 14 days of receipt of the grant award notice;
2. Cooperating with your department to provide the data required to develop a master database of federal awards held;
3. Completing Form FF-AS as a planning tool and submitting it to your department; and
4. Continuing to participate in the Grant Hui activities.

Your favorable consideration of this request would be appreciated. If you have any questions, please contact Brian Hallett, Budget Branch Director, at 586-3355.

KSM:ks

c: Ronn Nozoe, Deputy Superintendent
Amy S. Kunz, Assistant Superintendent & CFO, Office of Fiscal Services

APPROVED

DISAPPROVED

KALBERT K. YOUNG
Director of Finance, State of Hawaii

DATE