

BUDGET PREPARATION—INTRODUCTION

PURPOSE

This chapter provides guidance for school district revenue forecasting and budget preparation. Information about state apportionment procedures and requirements is also provided.

F-203 ESTIMATES FOR STATE REVENUES

Districts must complete Form F-203 Estimates for State Revenues as part of the budget process. OSPI will use F-203 data submitted with the district's final adopted budget to determine 2007–08 state apportionment payments beginning in September 2007. Failure to properly complete Form F-203 may result in delay or miscalculation of apportionment payments to the district.

After budget adoption, a district may request revisions to F-203 estimates used for apportionment. The request should be in the form of a letter addressed to Steve Shish, OSPI, School Apportionment and Financial Services, PO Box 47200, Olympia, WA 98504-7200.

Beginning in January 2008, OSPI apportionment calculations will use actual year-to-date enrollment, staff mix factor, staff ratio, and other funding assumptions in lieu of F-203 estimates.

ADDITIONAL BUDGET INFORMATION AVAILABLE

2006–07 Budget Updates Webpage

School Apportionment and Financial Services (SAFS) is posting useful budget information to our “2007-08 Budget Preparations” webpage. The page contains links to the text of the 2007–08 State Operating Budget for K–12 education, levy authority and local effort assistance estimates, current projections of LAP funding, and various other documents to assist districts preparing 2007–08 budgets. Budget information that becomes available after the publication of this handbook will be posted to this site.

The SAFS website is <http://www.k12.wa.us/safs/>. Select the link called “2007–08 Budget Preparations.” ESDs and school districts are encouraged to check this page periodically for new information. (Refresh your browser links to get the most current postings.)

iGRANTS Form Packages

OSPI continues to enhance its online grant application system (iGRANTS formerly WEBAPPS). Districts may use iGRANTS to apply for the grants or program approval for the following programs:

Federal Entitlement Programs:

21st Century Community Learning Centers
Carl Perkins Vocational and Technical
Comprehensive School Reform
District Improvement Assistance
Emergency Immigrant
Learn and Serve America
Reading First
Rural Low Income Schools
School Improvement Assistance

BUDGET PREPARATION—INTRODUCTION

Special Education IDEA B
Special Education Preschool Sec 619
Title I Part A Improving Basic Programs
Title I Part B Even Start Family Literacy
Title I Part C Education for Migrant Children
Title I Part D Subpart 1 State Agency
Title I Part D Subpart 2 Local Agency
Title II Part A Teacher and Principal Quality
Title II Part D Enhancing Education Through Technology
Title III Language for Limited English Proficiency
Title IV Part A Safe and Drug Free
Title V Innovative Programs
Title VI Flexibility and Accountability
Title X Education for Homeless Children and Youths

State Funded Programs:

Civil Liberties Public Education Program
Educational Leadership Program
Highly Capable
Learning Assistance Program (LAP)
Promoting Academic Success (PAS)
Math Helping Corps Cadre
Natural Science, Wildlife and Environmental Education Grant Program
Readiness To Learn
School Improvement Assistance
Second Grade Oral Reading Assessment
State Transitional Bilingual
Teachers Assistance Program (TAP)
Washington Reading Core
Full Day Kindergarten

School Construction Funding Information

Assistance in planning and budgeting for school construction and other capital projects is available through OSPI's School Facilities and Organization section at (360) 725-6265, or PO Box 47200, Olympia, WA 98504-7200. Three regional coordinators are available to help with planning for school construction and remodeling.

Resources People

The directory at the end of this chapter provides names, e-mail addresses, and telephone numbers of OSPI staff who are available to answer school finance questions.

F-203 X OPTION

Beginning in October of each year, OSPI provides the F-203 "X" option to allow districts to estimate the revenue impact of various funding formula assumptions. Districts are given access to change many of the state funding variables.

BUDGET PREPARATION—INTRODUCTION

The F-203 X option will be available in the fall of 2007. In the spring of 2008, OSPI will post preliminary funding formula factors to assist districts in preparing 2008–09 school year revenue estimates using the F-203 X option.