



**School Facilities Construction Commission
Finance and Administration Cabinet**

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ROBERT E. TARVIN

Executive Director

March 28, 2013

Mr. James Palm, Superintendent
Southgate Independent Schools
William Blatt & Evergreen
Southgate, Kentucky 41071-3144

Dear Mr. Palm:

Pursuant to KRS Chapter 157.655 - 157.660 and 750 KAR 2:010, the School Facilities Construction Commission (SFCC) is hereby making an official FY-2013 KETS offer of assistance to your Board of Education. Acceptance of this offer of assistance commits the Board of Education to follow the statutes and regulations of the SFCC and the Kentucky Department of Education governing the Education Technology Funding Program.

This is the first offer of assistance in FY-2013. It is in the amount of \$1,970 and is based on final FY-2012 statewide ADA figures. Accepted state technology fund offers of assistance **must be matched equally** by your Board of Education or can be escrowed for up to three (3) years.

Please note that the education technology funds restricted account has a new designation in the MUNIS chart of accounts, which is **Fund 2, Project 1623 EdTech** account. In order for your district to receive funds now, it will be necessary to transfer local funds to that account.

In responding to this offer of assistance, please provide the SFCC with the following information:

-Fund Utilization Planning Form.

-Copy of a report from the MUNIS accounting system demonstrating evidence of a journal entry, certifying local matching funds have been transferred to **Fund 2, Project 1623 EdTech** account. The certification shall be the signature of the superintendent on the report.

- Excerpt of Board of Education meeting minutes (**accepting, escrowing, or rejecting** offer within **60 days** from the date of offer).

Again, we look forward to working with you in the Education Technology program. We trust you will join us in making this program successful for your district and the Commonwealth of Kentucky. Please direct any questions to Kristi Russell in the SFCC office.

Sincerely,

Robert E. Tarvin
Executive Director

Enclosures