

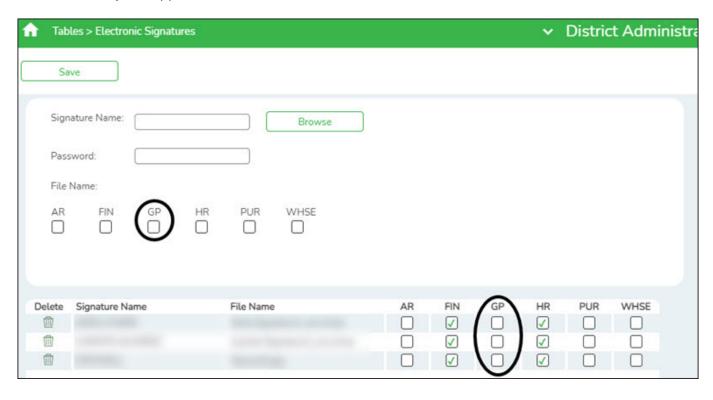
NEW: SSA Fiscal Agent Management

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The new Shared Service Arrangement (SSA) Fiscal Agent Management feature provides fiscal agents a more efficient way to handle grant budget revision requests and reimbursement requests from SSA members. ESCs and LEAs can both serve as a fiscal agent.

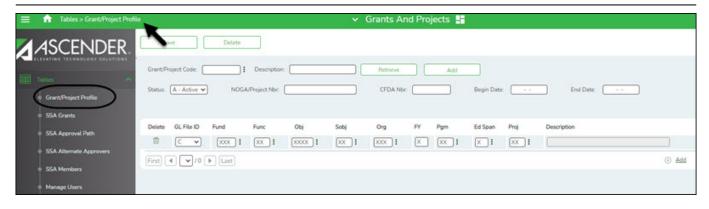
District Administration > Tables > Electronic Signatures

☐ Added **GP** to the application list allowing the upload of electronic signatures to be used in the Grants and Projects application.



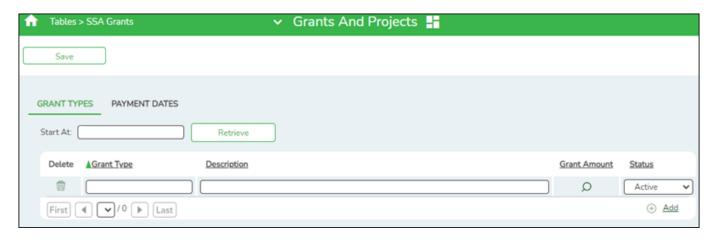
Grants and Projects > Tables > Grants and Projects Table

☐ Renamed this menu item from Grants and Projects Tables to Grant/Project Profile.



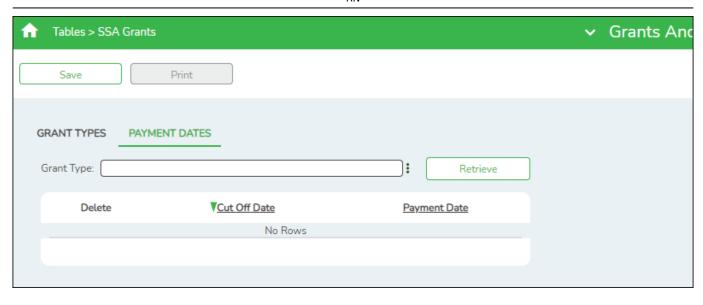
Grants and Projects > Tables > SSA Grants > Grant Types

Added this tab to allow fiscal agents to maintain a list of grant types and descriptions, which can be used to facilitate the appropriate workflows and member notifications for each grant type.



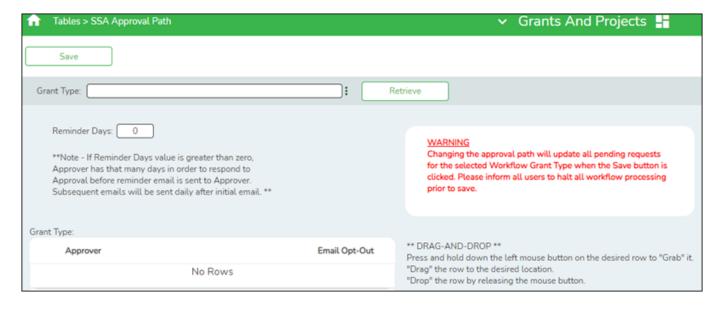
Grants and Projects > Tables > SSA Grants > Payment Dates

☐ Added this tab to allow fiscal agents to maintain a list of cut-off dates and expected payment dates for each grant type per member.



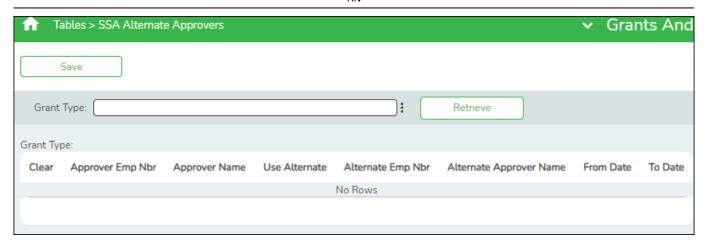
Grants and Projects > Tables > SSA Approval Path

☐ Added this page to create and maintain the sequence or hierarchy of approvers for member grant budget revision requests and reimbursement requests.



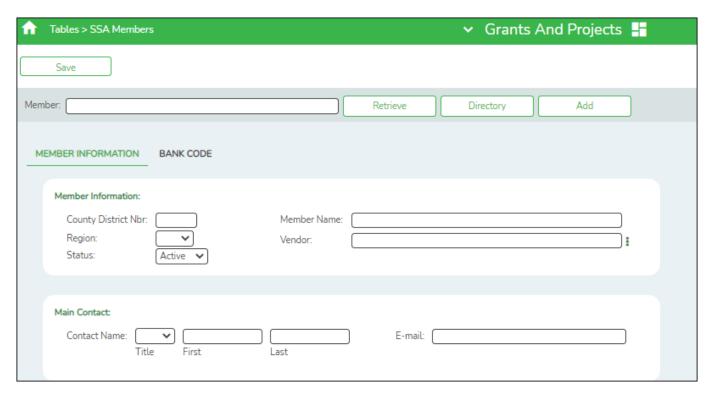
Grants and Projects > Tables > SSA Alternate Approvers

☐ Added this page to assign alternate approvers to approvers who are unable to perform their assigned approval duties during a specified timeframe for member grant budget revision requests and reimbursement requests.



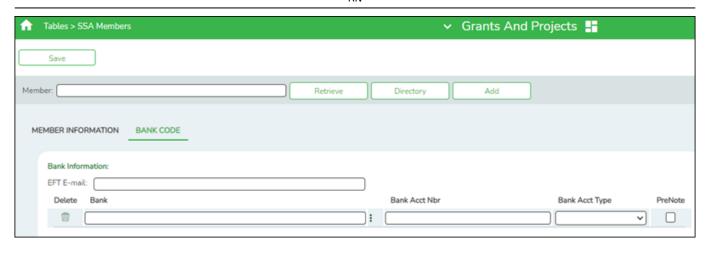
Grants and Projects > Tables > SSA Members > Member Information

☐ Added this tab to allow fiscal agents to maintain member data records.



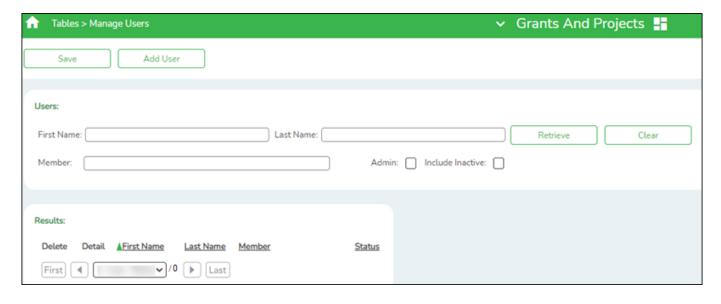
Grants and Projects > Tables > SSA Members > Bank Code

☐ Added this tab to allow fiscal agents to maintain bank information for members receiving payments via electronic funds transfer. In addition, the fiscal agent can use the Security Administration application to limit the users who can access this information.



Grants and Projects > Tables > Manage Users

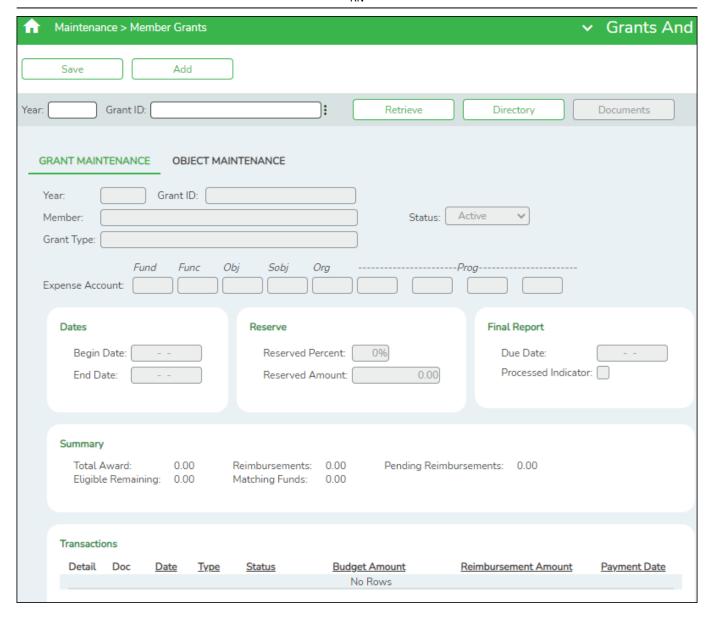
☐ Added this page to manage MemberPortal user accounts. Member users can create an account via the MemberPortal; however, they will not have access to any grant information until the fiscal agent completes their user profile on this page.



Grants and Projects > Maintenance > Member Grants > Grant Maintenance

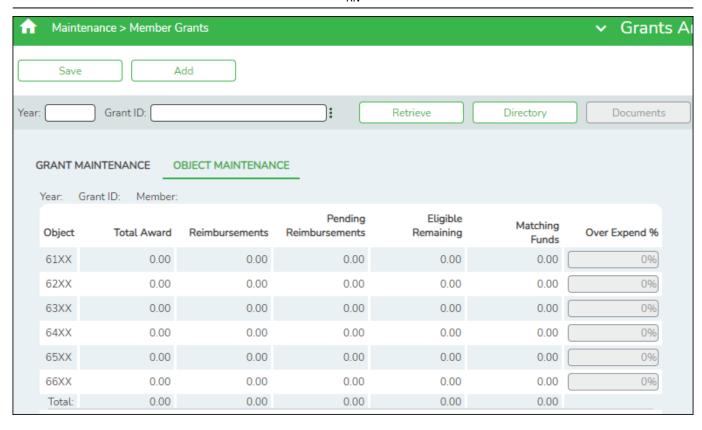
☐ Added this tab to allow fiscal agents to view and maintain various details related to a specified grant year, ID, type, or member (county district) record.

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Grants and Projects > Maintenance > Member Grants > Object Maintenance

☐ Added this tab to allow fiscal agents to add budget details allocated by object class for a specified year and grant ID.





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