



Federal Fiscal Compliance and Reporting Division One-Time Request for Extension of Indirect Cost Rate School Year 2016-2017 (Fiscal Year 2017)

Local Education Agency Information

Name of LEA _____ County-District # _____

Extension Information and Selection

A local educational agency (LEA) with a current, negotiated indirect cost for school year 2016-2017 may make a one-time request to extend its indirect cost rate for a period of up to four years. Once requested and approved, the one-time extension is binding. The LEA cannot request a new rate until the extension period ends.

To obtain a new indirect cost rate at the end of the extension period, the LEA must request the rate using the appropriate method for its entity type. Independent school districts submit the Indirect Cost Rate Proposal (ICRP); open-enrollment charter schools submit the SC5050 - Request for Federal Funding and Indirect Cost Rates for Charter Schools; education service centers follow the procedure determined by TEA's chief grants administrator.

The following LEAs **are not eligible** to submit the one-time indirect cost rate extension request for school year 2016-2017:

- LEAs that do not have a school year 2016-2017 indirect cost rate.
- LEAs that extended their school year 2014–2015 or 2015-2016 indirect cost rate through June 30, 2017, or beyond June 30, 2017.

Mark **one** box below to indicate the extension period your LEA has chosen:

- ☐ One-Year: School year 2016-2017 indirect cost rate extended through June 30, 2018.
- ☐ Two-Year: School year 2016-2017 indirect cost rate extended through June 30, 2019.
- ☐ Three-Year: School year 2016-2017 indirect cost rate extended through June 30, 2020.
- ☐ Four-Year: School year 2016-2017 indirect cost rate extended through June 30, 2021.

LEA Certification

Name of Authorized Official _____

Title _____

Signature _____

Date _____

Submitting the Completed One-Time Request for Extension of Indirect Cost Rate School Year 2016-2017 (Fiscal Year 2018) Form to TEA

Complete the following steps to submit your school district's completed form to TEA:

1. Log on to the [TEA secure environment, TEASE](#).
2. Select GFFC Reports and Data Collections.
3. Select Upload Response Documents.
4. Select "One-Time Extension Form"
5. Select Response Document from the "Response Doc Type" pulldown menu.
6. Select the school year for which you are requesting an indirect cost rate from the "School Year" pulldown menu. If you are submitting a form the fall of 2016 or spring of 2017, select the 2017–2018 school year.
7. Select Upload Document.