**AEBG 16-17 & 17-18 Expense Reporting (Q1, Q2, & Q3) - now due June 1st**

In order to provide more time for beta testing, webinars, and responses to field questions, the AEBG Office has revised the AEBG 16-17 / 17-18 expense reporting due dates for this program year. Members will submit and certify Q1, Q2, & Q3 expense reports by June 1, 2018. Consortium will have 30 days to review and certify by June 30, 2018. Beta testing on the AEBG NOVA expenditure process will be scheduled for March 2018. Webinars, training, and FAQs will be available beginning in April 2018 and run through May to prepare members for the June 1st deadline. See chart below for more details (as wells as the attached document).

**Revised AEBG Quarterly Reporting Deadlines and Rules 2017-18**

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| --- | --- | --- | --- |
| **Quarter Ending** | **Expense and Progress Report Due Dates** | **Budget Revision Due Date** | **Spending Targets** |
| **Third Quarter**March 31 | Reports Due: Q1, Q2, & Q3Member Due Date: June 1Consortium Certify By: June 30 | If **less than** 15%: Member Approval by 6/1If **greater than** 15%: Members will complete budget revision and expense report. Submit to Consortium for approval by June 1st. | **45% of carry-over & new funds** |
| **Fourth Quarter**June 30 | Reports Due: Q4, Final Narrative & Leveraged Funds and FeesMember Due Date: September 1Consortium Due Date: September 30 | If **less than** 15%: Member Approval by 9/1If **greater than** 15%: Members will complete budget revision and expense report. Submit to Consortium for approval by September 1st. | **60% of carry-over & new funds** |