



CLINT INDEPENDENT SCHOOL DISTRICT
FEDERAL PROGRAMS DEPARTMENT

AVID PROGRAM

TIME DISTRIBUTION REPORTING FOR FEDERALLY FUNDED POSITIONS

School Year: 2023-2024

Start Date:

Ending Date:

Employee Name:

(Print)

Employee Title: AVID TUTOR

Campus/Department:

Federal Program Funding Source: FUND 211

9 Week Grading Period

1st - Nine-weeks

2nd - Nine-weeks

3rd - Nine-weeks

4th - Nine-weeks

I, (Employee Name), Certify that 100% of my time has been spent performing

Title I, Part A (FUND 211) Grant Program duties/activities during the time period specified above and as outlined (Specific Federal Program)

on the job description.

The information recorded on this form is true and correct to the best of my knowledge.

Employee: (Signature) Date:

Campus/Department Administrator: (Signature) Date:

Appendix 1: OMB Circular A-87, Attachment B, Section 8h (p. 6) indicates, "Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on that program for the period covered by the certification. These certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having firsthand knowledge of the work performed by the employee." - OMB Circulars and Guidance - https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/federal_register/FR2005/083105_a87.pdf - Federal Time and Effort Reporting Guidance Handbook for Local Education Agencies - https://tea.texas.gov/sites/default/files/Federal%20Time%20and%20Effort%20Reporting%20Guidance%20Handbook%20for%20LEAs_0.pdf

Please submit this certification form to the Federal Programs Department.