

2024-25 ECEAP Surplus Frequently Asked Questions

From Carryforward to Surplus

What does this mean?

Effective Fiscal Year 2025 (FY2025; July 1, 2024 - June 30, 2025), unspent funds for reimbursement of services provided (previously known as carryforward) will now be called surplus funds. This applies to **Birth-5 ECEAP** and **ECLIPSE** contract funds only. Surplus funds are the remaining unspent funds you may have from the current fiscal year. Contractors can spend down the surplus dollars in the next fiscal year if a surplus plan for spend-down is submitted **prior to June 30, the last day of the current fiscal year**. All parameters surrounding the spending of Birth-5 ECEAP and ECLIPSE funds are still in effect. Coding will remain separate to differentiate between fiscal years. Purchase requests parameters will not change. Fiscal reviews will still occur.

How do I claim funds?

- **Birth-5 ECEAP:** ECEAP funds are claimed as reimbursement for services provided. DCYF will allow for a surplus based on the services provided.
- **ECLIPSE:** ECLIPSE funds are claimed as reimbursement for services provided. DCYF will allow for a surplus based on the services provided.
- **Complex Needs Funds:** DCYF awards Complex Needs Funds (CNF) to Contractors based on the information and budget provided during the procurement process and outlined in the approval letter. Funds included in the current contract (Fiscal Year 2025) are budgeted as equal monthly payments. Contracts will soon be amended to reflect changes, which will include a separate pay point on the A-19 Invoice form for CNF. Contractors will claim the amount of funding that is spent in the invoice period, which is a cost-reimbursement. **All funds MUST be spent by June 30 of the current fiscal year.** Contractors are responsible for monitoring of your budget to ensure you do not overspend your total amount of CNF funding. Coding for Complex Needs Funds must remain separate from Birth-5 ECEAP and ECLIPSE funds.

Do we have to return unused funds?

- **Birth-5 ECEAP** and **ECLIPSE** funds that were not spent down are surplus and will be monitored for spend-down. Be prepared to have conversations about how and if funds are spent down.
- **Complex Needs Funds (FY2024)** that were not part of an approved carryforward plan in Fiscal Year 2024 (July 1, 2023 – June 30, 2024), and were not spent down by June 30, 2024, must be returned.
- **Complex Needs Funds (FY2025)** for the current fiscal year that are not spent down by June 30, 2025, will need to be returned. Complex Needs Funds do not allow for surplus of funds.

