

FY 2020 Site-Based Expenditure Reporting optional tools now available in IWAS

Per the federal Every Student Succeeds Act, all Local Education Agencies (LEAs) annually report their expenditure data by school. LEAs will be reporting fiscal year 2020 data through IWAS beginning on July 1, 2020, in anticipation of display on the Report Card published in the fall. There are no major changes from FY 2019 Site-Based Expenditure Reporting (SBER) for FY 2020.

Before the FY 2020 reporting window opens, LEAs can access the IWAS system for Site-Based Expenditure Reporting (SBER) to see what they will need to upload and what tools are available for them. **On the newly updated "Download" tab within the application for FY 2020, LEA users can now access three optional tools:**

1. [FY 2020 enrollment data](#) for SBER. This "enrollment report" contains pre-populated FY 2020 sites and enrollments for every LEA. By reviewing these sites and enrollments and making adjustments where necessary, LEAs can complete a first step in reporting site-based expenditures even before the official reporting window opens.
2. [FY 2020 data calculation template](#) for SBER. This *optional* template assists LEAs preparing their general ledger data for submission. It may not be appropriate for the state's largest LEAs or for LEAs already using a system to produce reportable SBER data. LEAs can familiarize themselves with the template now and hit the ground running when FY 2020 books close and the reporting window opens on July 1, 2020.
3. [FY 2020 data import template](#) for SBER. This *optional* template may be used to import site-based expenditure data into the IWAS system for reporting. All LEAs will either use this import template or manually enter their data into the IWAS system. LEAs can familiarize themselves with the template now and hit the ground running when FY 2020 books close and the reporting window opens on July 1, 2020.

District superintendents and other authorized FY 2019 users have automatic access to the IWAS application for SBER. ISBE encourages superintendents to grant access to anyone else in the district who will be responsible for compiling the LEA's SBER data submission. To complete IWAS authentication,

1. Sign into IWAS via System Quick Links from the [ISBE home page](#).
2. Select "IWAS: ISBE Web Application Security."
3. Log in using IWAS login name and password.
4. Upon login, click on "System Listings" to access the SBER System.
5. Under the Annual section of Reporting Category, click the system description "Site-Based Expenditure Reporting System" to access the System home page.
6. District administrators will be automatically authorized to access the IWAS system
7. Other district users will click on "Sign Up Now" button associated with the SBER System to proceed to request authorization. This request sends an electronic request to the district superintendent for authorization. After authorization, district users will receive an email confirmation from the district superintendent or their designee.
8. For assistance in signing up to use systems listed within IWAS, refer to the IWAS User Guide and Training video under the IWAS Help section.

Visit www.isbe.net/site-based for the [FY 2020 and FY 2021 reporting guidance](#) and more information about ESSA site-based expenditure reporting. Questions and feedback not addressed in these materials can be directed to site-based@isbe.net, or sign up for an office hours slot at <https://calendly.com/site-based>.