

## Timelines for ADM Estimates and Selected Aid Entitlements for Calendar Year 2019

**These timelines are subject to change.**

January 1, 2019, Minnesota Department of Education (MDE) School Finance – Contact [Jeanne Krile](mailto:jeanne.krile@state.mn.us) at 651-582-8637 or [jeanne.krile@state.mn.us](mailto:jeanne.krile@state.mn.us).

Date Due	School Year	Source	Data	Used for
<b>December 17, 2018</b>	2018-19	Average Daily Membership Web Estimates (ADMWE)	Charter schools four years and older and Districtwide Resident, Adjusted, Extended Time and English learner (EL) Average Daily Membership (ADM) estimates	<ul style="list-style-type: none"> <li>a. Update estimated general education aid entitlements for metered payments beginning February 15, 2019</li> <li>b. February forecast</li> <li>c. Legislative requests</li> <li>d. End-of-session analysis reports and What If</li> </ul>
	2019-20	ADMWE	Charter schools four years and older and Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	<ul style="list-style-type: none"> <li>a. February forecast</li> <li>b. Legislative requests</li> <li>c. End-of-session analysis reports and What If</li> </ul>
	2020-21	ADMWE	Charter schools four years and older and Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	<ul style="list-style-type: none"> <li>a. February forecast</li> <li>b. Legislative requests</li> <li>c. End-of-session analysis reports</li> </ul>
<b>December 17, 2018</b>	2018-19	ED-02158	Charter schools 1-3 years old third update to Enrollment Projections Report Fiscal Year (FY) 2019 Form ED-02158	Charter schools aid entitlement January 30 thru end-of-year (EOY)
<b>April 5, 2019</b>	2018-19	ED-02158	Charter schools 1-3 years old fourth update to Enrollment Projections Report FY 2018 Form ED-02158	<ul style="list-style-type: none"> <li>a. Charter schools 1-3 years old Aid Entitlements April 30 FY 2019</li> <li>b. ADM decreases will be reviewed.</li> </ul>
<b>April 20, 2019</b>	2018-19	ADMWE	Districtwide Resident, Adjusted and Extended Time ADM estimates	<ul style="list-style-type: none"> <li>a. What If and projection model updated for estimating year-end receivables and school district's use in budgeting and cash planning.</li> <li>b. Aid entitlements are not updated.</li> </ul>
	2019-20	ADMWE	Districtwide Resident, Adjusted and Extended Time ADM estimates	<ul style="list-style-type: none"> <li>a. Update What If with new estimates for district use in budgeting and cash planning.</li> <li>b. New estimates are not loaded to Integrated Department of Education Aids System (IDEAS).</li> </ul>
	2020-21	ADMWE	Districtwide Resident, Adjusted and Extended Time ADM estimates	Seed the ADMWE FY 2021-22 estimates
<b>May 20, 2019</b>	2018-19	ADMWE	Charter schools four years and older and School Districts Resident, Adjusted and EL ADM estimates	<ul style="list-style-type: none"> <li>a. What If updated for estimating year-end receivables and district's use in budgeting and cash planning.</li> <li>b. Verification of ADM Estimates</li> <li>c. IDEAS metered payments are not updated.</li> </ul>
	2019-20	ADMWE	Charter schools four years and older and School Districts Resident, Adjusted and EL ADM estimates	<ul style="list-style-type: none"> <li>a. Update What If with new estimates for district use in budgeting and cash planning.</li> </ul>
	2020-21	ADMWE	Charter schools four years and older and School Districts Resident, Adjusted and EL ADM estimates	What If updated with new estimates for district use in budgeting and cash planning.
<b>June 10, 2019</b>	2019-20	ED-02158	Charter schools 1-3 years old first update to Enrollment Projections Report 2019-20 Form ED-02158	Charter schools 1-3 years old aid entitlement effective July 15 FY 2019
<b>June 10, 2019</b>	2018-19	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	Districts can use this data in refining their year-end receivables.
<b>July 31, 2019</b>	2018-19	MARSS	Minnesota Automated Reporting Student System (MARSS) year-end files	<ul style="list-style-type: none"> <li>a. August 30 FY 2019 entitlements</li> <li>b. Special education tuition billing</li> <li>c. September 30 FY 2019 early childhood screening aid</li> </ul>
<b>August 16, 2019</b>	2019-20	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	<ul style="list-style-type: none"> <li>a. Levy limitations for 2019 Pay 2020. These estimates generally are not changed after August 28 for levy reports</li> <li>b. Estimated general education aid entitlements for metered payments beginning September 30, 2019.</li> </ul>
	2020-21	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	Levy limitations for 2019 Pay 2020. These estimates can be changed through September 30 for levy reports.
<b>September 4, 2019</b>	2018-19	MARSS	MARSS year-end files	September 30 and October 30 FY 2019 entitlements; special education tuition billing
<b>September 30, 2019</b>	2019-20	ED02158	Charter schools 1-3 years old second update to Enrollment Projections Report 2019-20 Form ED-02158	Charter schools 1-3 years old aid entitlement effective October 30 FY 2020
<b>September 30, 2019</b>	2019-20	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	<ul style="list-style-type: none"> <li>a. Estimated districts and charter schools general education aid entitlements for metered payments beginning October 30, 2019</li> <li>b. November forecast</li> <li>c. Governor's recommendations</li> <li>d. Update to proposed levy 2019 Pay 2020</li> </ul>
	2020-21	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	<ul style="list-style-type: none"> <li>a. November forecast</li> <li>b. Governor's recommendations</li> <li>c. Update to proposed levy 2019 Pay 2020</li> </ul>
	2021-22	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	<ul style="list-style-type: none"> <li>a. November forecast</li> <li>b. Governor's recommendations</li> <li>c. Update to proposed levy 2019 Pay 2020</li> </ul>
<b>October 16, 2019</b>	2018-19	MARSS	MARSS year-end files. Only electronic appeal web files will be accepted after this date.	Estimated general education aid entitlement for November 30 final payment

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<b>November 14, 2019</b>	2018-19	MARSS	MARSS appeal files, if needed.	Final ADM for all aid entitlements using FY 2019 ADM and/or pupil units
<b>December 2, 2019</b>	2018-19	MARSS	Appeals of EOY FY 2018 MARSS data	Final ADM for all aid entitlements using FY 2019 ADM and/or pupil units
<b>December 16, 2019</b>	2019-20	ED-02158	Charter schools 1-3 years old third update to Enrollment Projections Report 2019-20 Form ED-02158	Charter schools 1-3 years old aid entitlement beginning January 30 FY 2020
<b>December 16, 2019</b>	2018-19	MARSS	MARSS fall files	FY 2021 Compensatory revenue
<b>December 16, 2019</b>	2019-20	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	a. Estimated general education aid entitlements until August 30. b. February forecast c. Legislative requests d. End-of-session analysis reports
	2020-21	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	a. February forecast b. Legislative requests c. End-of-session analysis reports
	2021-22	ADMWE	Districtwide Resident, Adjusted, Extended Time and EL ADM estimates	a. February forecast b. Legislative requests c. End-of-session analysis reports
<b>January 3, 2020</b>	2019-20	MARSS	Final fall files	FY 2021 Compensatory revenue