![Mississippi Department of Education logo — Ensuring a bright future for every child](image)

COMPLIANCE UPDATES AND USEFUL TIPS
CULTIVATING A CULTURE OF COMPLIANCE

Monthly updates from the MDE Office of Compliance

FEBRUARY 2021

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- **Save-the-Date: Mandatory Webinar**
- **Office of Procurement Reminders**

This month's *Compliance Updates* provides registration information for the FY2022 fiscal planning webinar in addition to upcoming procurement deadlines.

SAVE THE DATE: Mandatory Webinar Training
10:00 a.m. on Tuesday, March 2, 2021
"FY2022 Fiscal Planning: An Operational Overview"

A mandatory training session is scheduled for MDE employees who serve in roles such as supervisors, managers, program staff, accounting contacts, budget contacts, requisitioners, shopping cart contacts, procurement contacts, and the back-up staff for employees in those roles. The purpose of this training is to provide operational best practices to prevent a huge lapse of funds and a rush to procure equipment, instructional aids/supplies, contracts, grants, etc. at fiscal year-end. Additional information will be coming soon.

Please register for FY2022 Fiscal Planning: An Operational Overview on March 2, 2021, 10:00 AM CST at:

https://attendee.gotowebinar.com/register/8341317833588605967

After registering, you will receive a confirmation email containing information about joining the webinar.

Reminders from the Office of Procurement

The Office of Procurement FY2021 and FY2022 contract due dates are listed below for your convenience.

- FY2022 solicitations to procure new contracts **$5,000 - $50,000 effective July 1, 2021** should be submitted to the Procurement Office by **March 1, 2021** for timely approval.

- FY2022 contract renewals **$5,000 - $75,000 effective July 1, 2021** should be submitted to the Procurement Office by **April 7, 2021** for timely approval.

- FY2021 contracts less than **$5,000** should be submitted to the Office of Procurement by **April 15, 2021** for a contract approval on or before **May 15, 2021**.

REPORT FRAUD, WASTE, AND ABUSE:
To report suspected fraudulent activity, go to the MDE Home webpage and select the Report Fraud, Waste, and Abuse link. (https://compliance.mdek12.org/Fraud/)