


From: Pamela Gannon pmgannon@mit.edu 
Subject: Reconciliation/Reimbursement UPDATE + IRDF EOGs
Date: February 25, 2021 at 11:54 AM
To: mitailg mitailg@mit.edu
Cc: Pamela Gannon pmgannon@mit.edu, sklemm@fsilg.coop

PG

Hi FSILG house corporations,

A couple of updates:

MIT Reconciliations/Reimbursements:

- UPDATE: We have had to revise the Reconciliation worksheet to account for the GRA subsidy and other rent income. This only affects the Carryover to the Spring 2021 Reimbursement - it does not affect the work that many organizations have already submitted for their Reconciliation. The revised Reconciliation Worksheet is attached and posted on the AILG web site (<https://ailg.mit.edu/ailg-covid-19-updates>). Organizations that already submitted their Spring 2021 Reimbursement application may need to revise their Carryover on their Spring 2021 FSILG Operating Expense Reimbursement Agreement.
- Thanks to a couple of alums for bringing this to my attention - I apologize for the confusion!
- I have also received some questions regarding specific maintenance expenses and am investigating those questions.

IRDF Educational Operating Grants (EOGs):

- EOG applications have been issued to organizations whose fiscal years concluded in 2020.
- The EOG applications coordinate with the Reimbursement Worksheets. The general idea is that any expense that was covered by MIT as part of the Summer-Fall 2020 Reimbursement (June 1, 2020-December 31, 2020) should not be claimed on your EOG during that period of time (since you received full coverage of those expenses from MIT). However, if the expenses occurred in Fall 2019 or Spring 2020 - anything up to June 1, 2020 - they can be included in the EOG. In addition, there were a couple of categories that were not covered by the MIT Reimbursement, in particular Roof & Envelope, that will be covered through the EOG.
- If you have specific questions about filling out the EOG applications, please contact Scott Klemm, sklemm@fsilg.coop.

Thanks for your patience - and please don't hesitate to reach out if you have questions -

Best,
Pam

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Reconciliation
Works...21.xlsx

On Feb 12, 2021, at 4:26 PM, Pamela Gannon <pmgannon@mit.edu> wrote:

Hi MIT FSILG house corporations,

Please see the attached instructions and worksheet for reconciliation of the MIT Summer/Fall 2020 Reimbursement, along with the application for your Spring 2021 reimbursement.

These two processes are synergistic because you will carry over your balance (positive or negative) from the 2020 reconciliation to the MIT Spring 2021 Reimbursement Agreement. You do not need to remit any funds to MIT at this time. You will need to complete the Spring 2021 Reimbursement worksheet and sign the Spring 2021 Reimbursement Agreement. These documents will also be posted on the AILG web site's COVID Updates page: <https://ailg.mit.edu/ailg-covid-19-updates>.

FSILG pilot houses will be receiving their Spring 2021 forms in a separate email.

Thanks for your patience! As always, please feel free to contact me with any questions -

Best,
Pam

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<Reconciliation and Reimbursement Process.pdf>

<Spring 2021 FSILG Operating Expense Reimbursement Agreement.DOCX>

<Reconciliation Worksheet for Summer-Fall Reimbursement.xlsx>

<Worksheet for Spring 2021 Reimbursements.xlsx>