

**BETA RELEASE – Site-Based Expenditure Reporting data calculation template and data collection tool available in IWAS**

Per the federal Every Student Succeeds Act, all Local Education Agencies (LEAs) will report their expenditure data by school for the first time this summer. LEAs will be reporting fiscal year 2019 data through IWAS beginning on July 1, 2019, in anticipation of display on the Report Card published on October 30, 2019.

Before the FY 2019 reporting window opens, LEAs can access IWAS to see what they will need to upload and what tools are available for them. **This “beta release” is now available** and pre-populated with LEAs’ FY 2018 site and enrollment information such that LEAs can explore the application with real numbers. **No data will actually get submitted to ISBE through this beta release.** It is solely for exploration, testing, and gathering feedback. The actual reporting window will open on July 1, 2019, at which point the application will pre-populate FY 2019 sites and enrollment instead of FY 2018 information.

District superintendents have automatic access to the IWAS application for site-based expenditure reporting (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 Site-Based Expenditure Reporting 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 Site-Based Expenditure Reporting 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.

Once in the system, you will find that the IWAS application contains a **data calculation template** and **data collection tool**. These tools are designed to support LEAs in reporting their new SBER data.

- **The data calculation template** helps translate an LEA’s general ledger into reportable SBER data.
  - The use of this template is entirely optional. It may not be appropriate for the state’s largest LEAs or for LEAs already using a system to produce reportable SBER data.
- **The data collection tool** is an option for uploading SBER data into the IWAS application.
  - When the FY 2019 reporting window opens, LEAs will choose between A) uploading their data through this data collection tool or B) manually entering it into the IWAS application.
  - This beta release uses FY 2018 data to allow districts to see how the tool works and to start visualizing what they will need to prepare for FY 2019 reporting.

Questions and feedback on the IWAS application can be directed to [site-based@isbe.net](mailto:site-based@isbe.net). For more information about the ESSA site-based expenditure reporting requirement generally, visit

[www.isbe.net/site-based](http://www.isbe.net/site-based). [Updated guidance on reporting](#) was released on April 23, 2019. Further resources for the IWAS application, data calculation template, and data collection tool will be available in the upcoming weeks and will be posted via the Superintendent's Weekly Message and [www.isbe.net/site-based](http://www.isbe.net/site-based).