

New Jersey Department of Education

NJGMS Getting Started Guide: Perkins Secondary & Post-Secondary Claims

Office of Grants Management

October 2025

nj.gov/education



FY26 Perkins Secondary & Post-Secondary Claims Reimbursements

- In NJGMS Reimbursement Requests are now called Claims.
- Claims are due by the 15th of every month for all expenditures incurred from your last Claim.
- If this is your first FY26 claim, there may be several months of expenditures depending on the date of submission of the original application.
- Any questions about the status of your application can be sent to the [Perkins Help Desk](#)
- Any questions about NJGMS Claims or for Technical Assistance, please contact the [EWEG Help Desk](#)



Step 1: Navigate to EWEG

Go to [NJDOE Homeroom](#) - Click on EWEG:



Early Childhood	Early Childhood Materials			
EIS	Evaluation Information System	7/10/2024	8/16/2024	
ELP Data	ESEA ELP Student Data	TBD	TBD	
ESEA Allocation Notices	ESEA Consolidated Subgrant Application	Year round	No close	
ESD	Division of Education Services Data	Year round	No close	
ESSA Data	Review of ESSA School Accountability Data	11/1/2023	9/30/2024	
EXAID	Application for Special Education Extraordinary Aid	4/16/2025	5/23/2025	
Exemplary Educator	Exemplary Secondary Educator Recognition Program	2/1 annually	7/31 annually	
EWEG	Grants: IDEA, NCLB, PERKINS and Discretionary	Year round	No close	
Expenditure Increase Application NEW	Expenditure Increase Application System	TBD	TBD	
FICA	Social Security Contributions CY24 FICA will close Soon	Year round	No close	
Federal Program Insights	Information and insights related to ESSA, ESSER, IDEA and McKinney-Vento programs	Year around	No close	



Step 2: Log in EWEG

Log into EWEG using your current User ID, Password, and County-District Code:

New Jersey Department of Education

Welcome to the EWEG System

ANNOUNCEMENTS

4/24/25 - ESEA and IDEA Reimbursement Requests are due by 7/15/2025

4/24/25 - Perkins Secondary and Post Secondary Final Reimbursement Requests are due by 6/15/2025.

LOGON

Username

Password

County District

Forgot Password/New User

LOGON



Step 3

From the Dashboard, click on the NJGMS Link:

You have been granted access to the forms below by your Security Administrator

Administrative

**LEA Central Contact - REQUIRED

Consortium Administration

GMS ACCESS / Select

Funded Applications

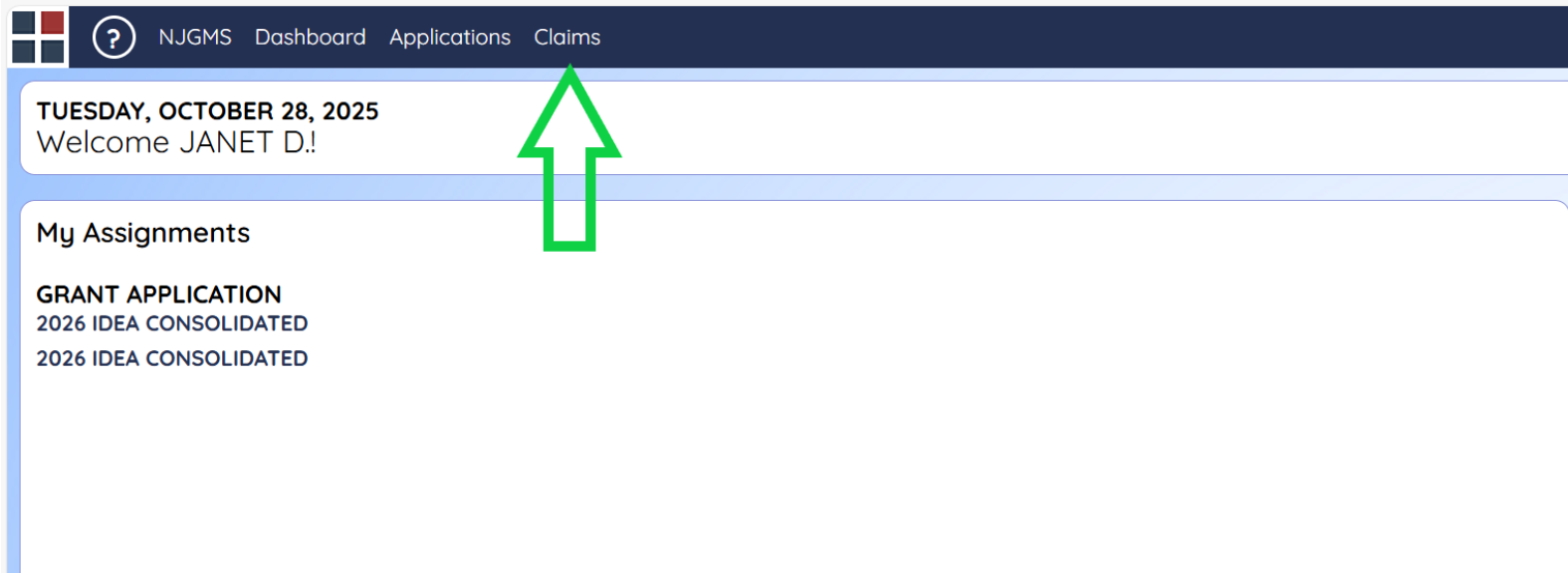
Non-Funded Data Collections

 NJGMS (2026 ESEA, IDEA, and Perkins)



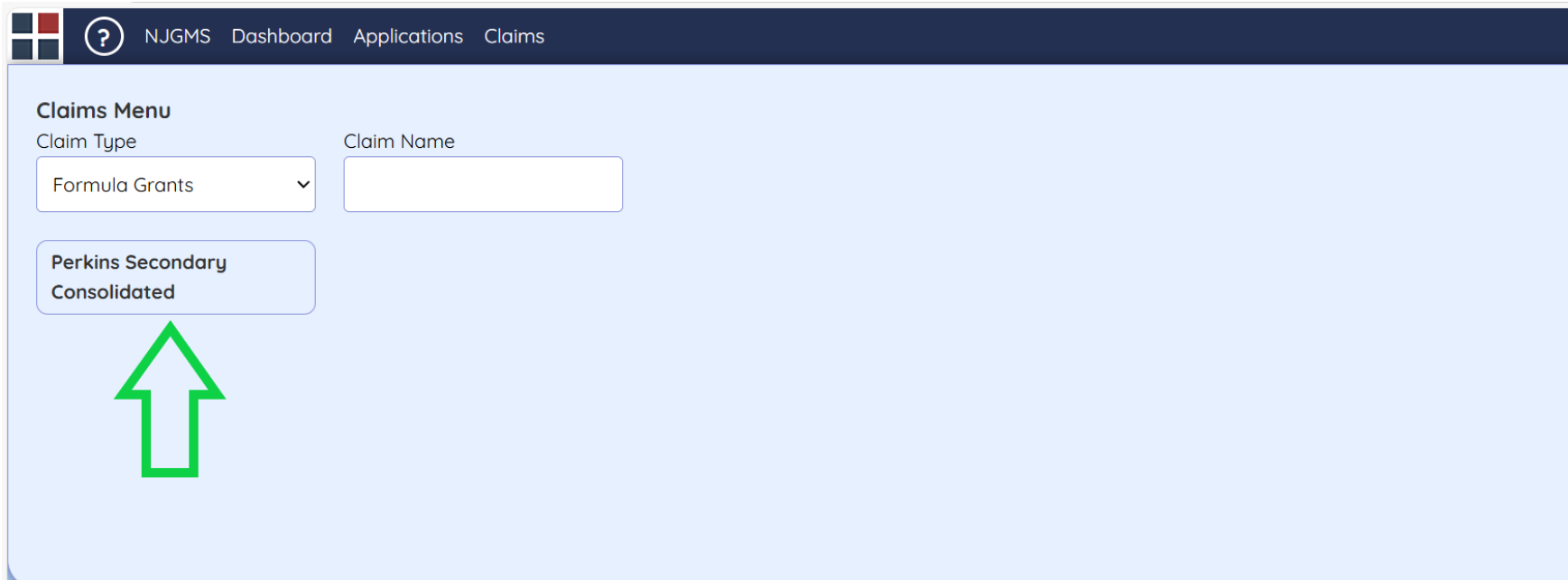
Step 4: Claims

Select the Claims option from the Top Dashboard Menu:



Step 5: Select Grant

Select the Grant from the Tile(s):

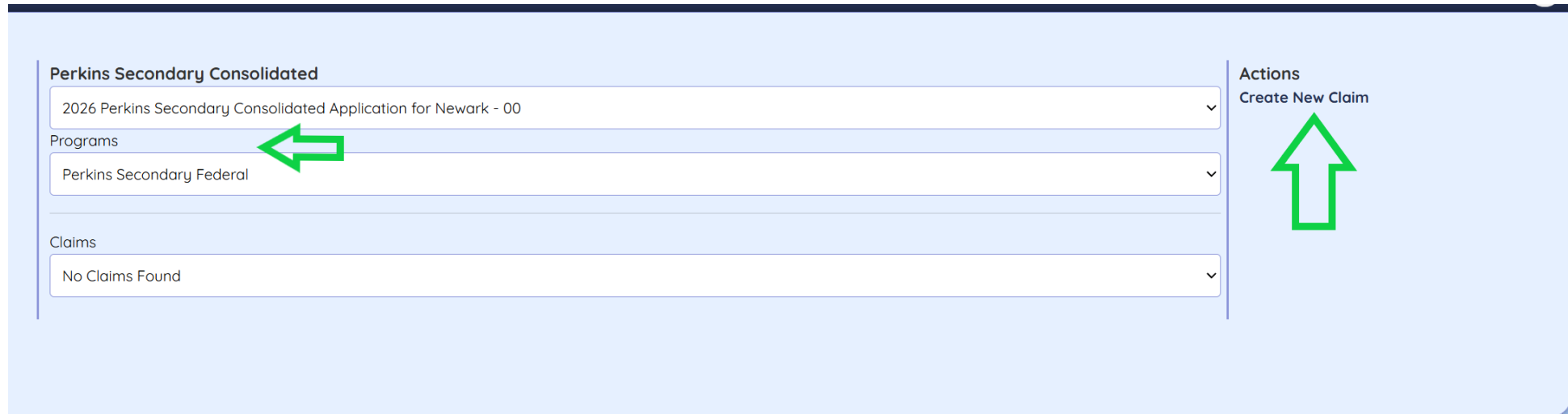


The screenshot displays the NJGMS (New Jersey Grants Management System) interface. At the top, a dark blue navigation bar contains the NJGMS logo, a help icon, and links to 'Dashboard', 'Applications', and 'Claims'. The main content area is light blue and titled 'Claims Menu'. It features a 'Claim Type' dropdown menu currently set to 'Formula Grants' and a 'Claim Name' text input field. Below the dropdown, a button labeled 'Perkins Secondary Consolidated' is highlighted with a green arrow pointing upwards, indicating the selected grant.



Step 6: Create the Claim

Select your Program from the drop-down menu and click Create New Claim:




The screenshot displays a web interface for creating a claim. It features three main sections: 'Perkins Secondary Consolidated', 'Programs', and 'Claims'. The 'Perkins Secondary Consolidated' section has a dropdown menu showing '2026 Perkins Secondary Consolidated Application for Newark - 00'. The 'Programs' section has a dropdown menu showing 'Perkins Secondary Federal', with a green arrow pointing to it. The 'Claims' section has a dropdown menu showing 'No Claims Found'. To the right of these sections is an 'Actions' column with a button labeled 'Create New Claim', which is also indicated by a green arrow.



Step 7: Enter Expenditures

- Enter your Expenditure amounts in the Amount Requested column.
- Tips:
 - Do not enter dollar signs.
 - Do not use commas.
 - Enter whole dollar amounts only.
 - Do not enter negative numbers.





Expenditure Category	Approved Budget	Previously Requested	Amount Requested
100-100 Personal Services Salaries	126632		<input type="text" value="12000"/>
100-300 Purchased Prof. & Tech. Services	23875		<input type="text"/>
100-500 Other Purchased Services	0		<input type="text"/>
100-600 Supplies and Materials	39895		<input type="text" value="40000"/>
100-800 Other Objects	0		<input type="text"/>



Step 8: End Period Expense Date

Enter the End Period Expense Date:

Vendor Invoice Number	ALN Number
2260214008	84.243
End Period Expense	SAM CCR Expiration Date (SAM Expiration)
<div>mm/dd/yyyy</div> <div></div> <div></div>	06/26/2026

Don't Forget: End Period Expense Date cannot be more than 30 days in the future.



Step 9: Save

Don't forget to Save the Page:

Save



Step 10: Submit

Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and...to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

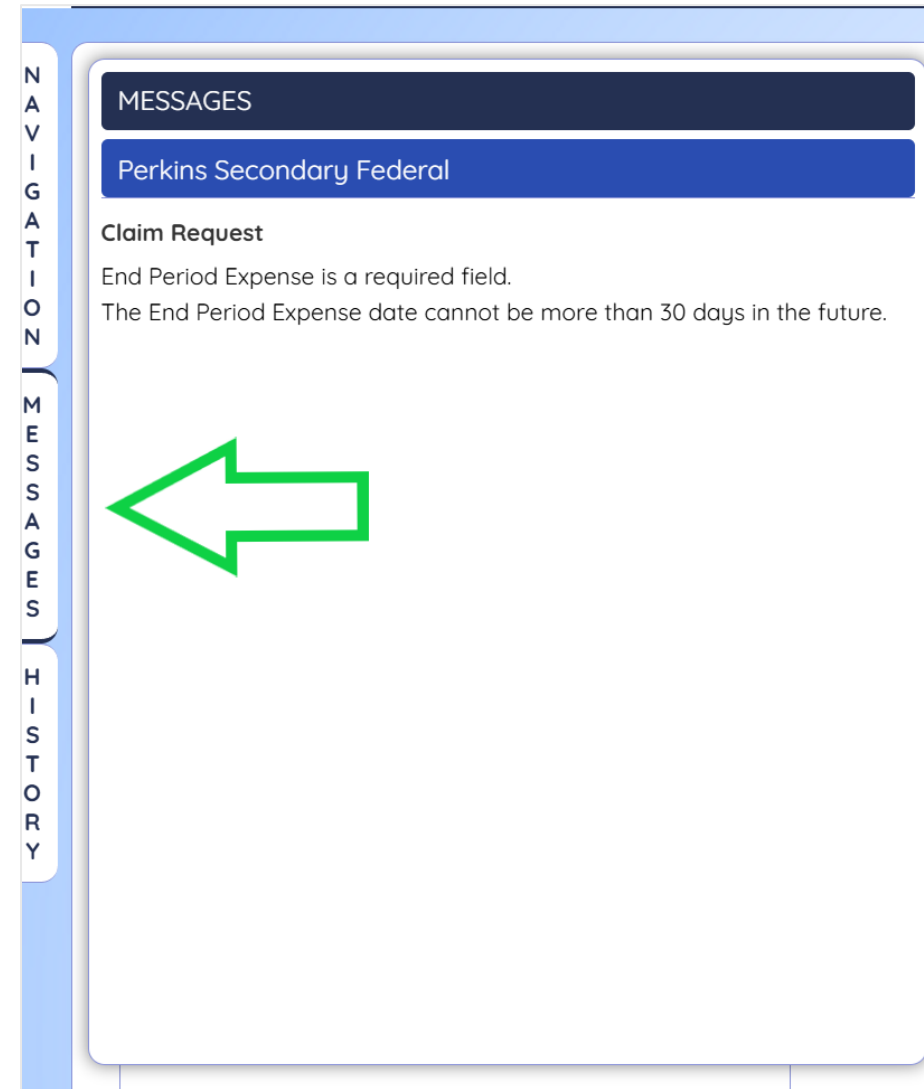
Submit Request >

Don't Forget: You will not be able to submit if your SAM/UEI is expired .



Messages

- You will not be able to submit if there are any Messages on the page.
- Check your messages by clicking on the Message Side Panel.



Thank You

Office of Grants Management

Martin Egan, Director

Jill Dobrowansky, Ed.D., Manager

[Office of Grants Management Website](#)

Office of Career Readiness

Kathleen Paquette, Director

Tory Bunn, Esq, Ed.D., Manager

[Office of Career Readiness Website](#)



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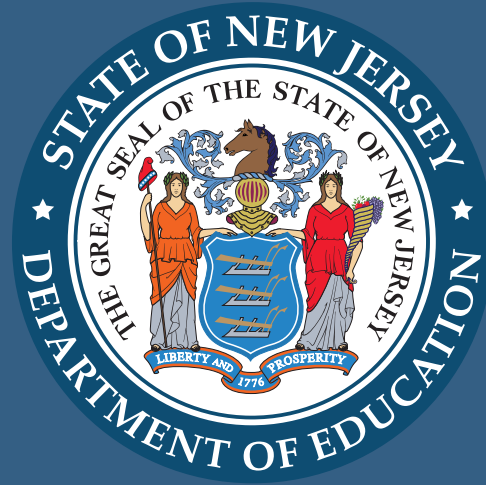
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