



Elementary and Secondary School Emergency Relief (ESSER) Fund

FY20 **Title I-A LEA** Grant Application



ESSER Fund – LEA Grant Application



Welcome !

Please visit

www.azed.gov/CARES/ESSER

for all grant and program
resources and guidance
documents

If you have any questions,
please contact us at:

ESSER@azed.gov



Webinar Agenda



What is the CARES Act?



The Elementary & Secondary School Emergency Relief (ESSER) Fund



LEA ESSER Fund Eligibility & Allocations



Phases to Recovery & Determining Local Needs



Overview of the FY20 ESSER Fund Grant Application in GME:

- *Application Elements*
- *Assurances & Requirements*
- *Allowable (and Unallowable) Uses of Funds*



Timeline



Next Steps: Opportunities for Support



Contacts and Resources



What is the CARES Act?

- The **Coronavirus Aid, Relief, and Economic Security Act (CARES)** allocates **\$2 trillion** for Coronavirus relief efforts
- Approximately **\$180 billion of the total amount** will be distributed among two funds dedicated to state, local, and tribal governments
- **\$30.75 billion is dedicated to Education**
 - \$13.5 billion for K-12
 - \$14.2 billion for Higher Education
 - \$3 billion for Governors Emergency Distribution



Arizona's Education Stabilization Funds

\$626 Million
Arizona Education Stabilization Funds (ESF)



\$277 Million
K-12 Education
Elementary and
Secondary Schools
Emergency Relief
(**ESSER**) Fund



\$69 Million
Governor's Emergency
Education Relief
(**GEER**) Fund



\$280 Million
Higher Education
Higher Education
Emergency Relief
(**HEER**) Fund



Elementary and Secondary Schools Emergency Relief (ESSER) Fund

Arizona's Award: \$277 million

- ESSER Funds are designated to support K-12 schools to respond to the COVID-19 pandemic and the declaration of statewide school closures
- Arizona's award is based on Arizona's proportionate share of Title I-A funds received in FY20 (SY19-20)
- **90%** of Arizona's award (**\$249 million**) must be **sub-granted to LEAs**
 - Funds are allocated based on each LEA's proportionate share of Title I-A funds received in FY20 (SY19-20)
- **9.5%** of the total award may be reserved for ADE **state-level activities** to support K-12 **relief, prevention and preparation, and recovery** efforts
- No more than **0.5%** of the total award may be reserved by ADE for **administrative costs**



Elementary and Secondary Schools Emergency Relief (ESSER) Fund

Breakdown of Arizona's ESSER Fund Award:

Total Award	\$ 277,422,944
Total SEA Admin (0.5%)	\$ 1,387,115
Total SEA Activities (9.5%)	\$ 26,355,179
Total LEA Assistance (90%)	\$ 249,680,650

Initial Project Term: March 13, 2020 – September 30, 2021

Funds will remain available for obligation through **September 30, 2022**



LEA Eligibility & Allocations

ESSER Fund Eligibility for FY20 Title I-A Grantees

- LEAs must have **received** Title I-A funds in FY20 (SY19-20) to be eligible to receive an ESSER Fund grant
- LEAs must **complete and submit** their FY20 ESEA Consolidated Application for Title I-A

Allocations for FY20 Title I-A Grantees

- Initial LEA subgrant allocations are based on each LEA's proportionate **share of Title I-A funds** received in FY20 (SY19-20), with additional required adjustments per USED
- ***Additional Title I Cohort Adjustment:***
 - Determine PPA based on 50% of FY20 state Total Final Adjusted Poverty for Title I Cohort (*Total for LEA Assistance / Total Adjusted Poverty*)
 - Ensure all LEA allocations met the 50% PPA
 - Ensure all LEAs receive a **minimum allocation of \$50,000 (~26% of LEAs)**



LEA Eligibility & Allocations

ESSER Fund Eligibility for Non-FY20 Title I-A Grantees

- ADE currently projects **~182 LEAs** would not qualify for ESSER LEA Assistance Funds based on not receiving Title I-A funds in FY20. Of these, 24 are for-profit charter LEAs that are not eligible to receive federal funds
- Given this, ADE is choosing to fund up to **158 LEAs and other entities** through the **ESSER SEA Activities set-aside**
- LEAs and other entities funded through this process will follow the **same application process** as the Title I-A LEA ESSER Fund grant cohort
- **All grant requirements**, to include eligible uses of funds, assurances and reporting requirements, **will be the same** as the Title I-A LEA ESSER Fund grant cohort



LEA Eligibility & Allocations

Allocations for Non-Title I LEAs and Entities

➤ **Non-Title I Cohort Allocation Methodology:**

- Determine PPA based on 50% of FY20 state Total Final Adjusted Poverty for Title I Cohort (*Total for LEA Assistance / Total Adjusted Poverty*)
- Determine adjusted poverty counts for Non-Title I Cohort using AzEDS SY19-20 October 1st data. Apply a 'hold-harmless' for poverty data to ensure a minimum applied poverty rate at the Title I cohort state average of **20%**
- Apply PPA to new adjusted poverty counts and support small LEAs by ensuring all LEAs receive a **minimum allocation of \$50,000 (~68% of LEAs)**

➤ **Additional Title I Cohort Adjustment:**

- Ensure all LEA allocations meet the 50% PPA applied to the Non-Title I cohort
- Ensure all LEAs receive a **minimum allocation of \$50,000 (~26% of LEAs)**



Timeline

Initial Obligation Date for ESSER Fund is **March 13, 2020**

Allowable Pre-Award Costs are Approved to this Date

March 13, 2020

Grant Application Opens on **May 29, 2020**

Applications will be Reviewed on an Ongoing Basis

May 29, 2020

Initial Project / Budget Term Ends on **September 31, 2021**

September 31, 2021




Funds Obligated During Initial Project Term Remain Available as **Carryover** until **September 31, 2022**

September 31, 2022



Phases to Recovery

ADE encourages a **three-phase approach** to plan to leverage ESSER Funds to respond to state and local needs in relation to COVID-19:

 Relief	 Preparation & Prevention	 Recovery
March 13 – May 30, 2020 Meeting immediate needs and managing school closures and planning for summer school	June 1 – August 30, 2020 Addressing and stabilizing disruption and preparing for safe school openings, as well as a future health disruptions	September 1, 2020 - September 30, 2021 Managing on-going recovery needs of students and schools, and reimagining safe learning environments

A Roadmap for Reopening Schools, developed through the efforts of a statewide stakeholders advisory group, will be released in **May 2020** with strategies and considerations to, in part, help inform LEA planning for the use of CARES funds across these phases

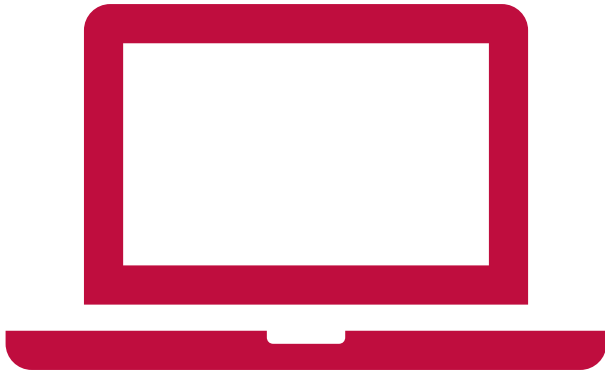


Determining Local Needs

- ESSER Funds are highly flexible, and are designed to help address local **relief, prevention and preparation, and recovery efforts** relative to responding to **COVID-19**
- ESSER Funds can be used **throughout the LEA, in all schools** and in support of **all students and staff**
- **Supplement and not supplant** requirements **do not apply** to LEA use of ESSER Fund monies
- LEAs are encouraged to review their **Comprehensive Needs Assessments (CNAs)** through the lens of responding to COVID-19 to identify critical areas of need that can be addressed system-wide
- Once local school and LEA needs and activities are determined, the LEA should update their school and LEA **Integrated Action Plans (IAPs)**, using the **COVID funding tag**. This will help to identify opportunities to leverage a braided funding approach, across multiple funding sources, to help support identified local needs and activities systemwide



Overview of the Grant Application in GME



The **FY20 Elementary & Secondary School Emergency Relief (ESSER) Fund Grant** application may be accessed through the **ADE Grants Management** system at: gme.azed.gov

You will need to sign in to the Grants Management system using your **ADEConnect** login information to access the application. **Access to the Grants Management system may need to be granted to you** by your local **LEA ADEConnect Entity Administrator**

The Funding Application is named:
“Elementary & Secondary School Emergency Relief (ESSER) Fund Grant”
under **Fiscal Year 2020**



Complete All Required Sections in GME



<input type="checkbox"/>	FFATA & GSA Verification
	FFATA & GSA Verification
<input type="checkbox"/>	Program Information / Instructions
	Program Information / Instructions
<input type="checkbox"/>	Contacts
	Contacts
<input type="checkbox"/>	Assurances
	Assurance of Application Completion
	Program Assurances
<input type="checkbox"/>	Elementary & Secondary School Emergency Relief (ESSER) Fund
	Budget
	Budget Overview
	Program Narrative Questions
	Proportionate Share Determination
	Capital Outlay Worksheet
	Related Documents



Overview of the Grant Application in GME



FFATA & GSA VERIFICATION

PROGRAM INFORMATION / INSTRUCTION

CONTACTS

ASSURANCES

PROGRAM NARRATIVE QUESTIONS

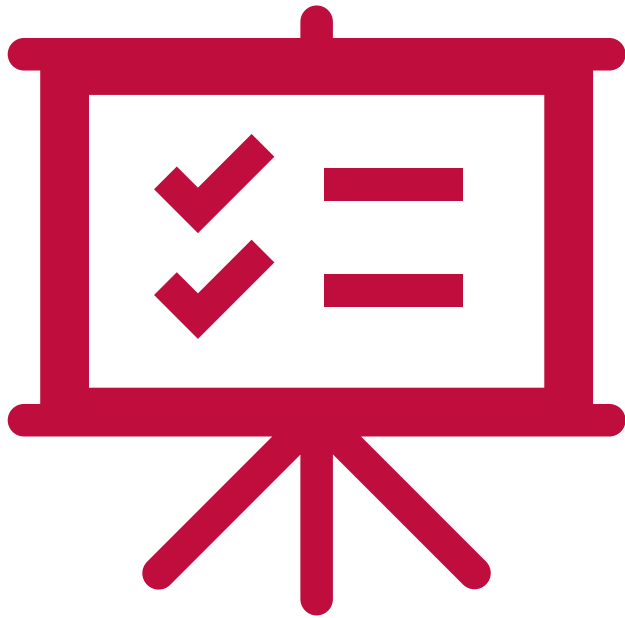
PROPORTIONATE SHARE DETERMINATION

RELATED DOCUMENTS

BUDGET



FFATA and GSA Verification



- ✓ Be sure to submit your **FY21 General Statement of Assurance** in GME
- ✓ Ensure your **SAM.gov information** is up to date
- ✓ Provide a **short description** of your grant funded project



Contact Information



CONTACT INFORMATION

REQUIRED CONTACTS

Elementary & Secondary School Emergency Relief Fund Primary Contact Name	Contact Title	Contact Phone	Contact Email
* <input type="text"/>	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>

ADDITIONAL CONTACTS

Additional Elementary & Secondary School Emergency Relief Fund Contact Name(s)	Contact Title	Contact Phone	Contact Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



Assurances in GME

All assurances are required to be eligible to receive funding through the FY20 ESSER Fund grant



Each assurance must be checked in this section

Assurance of Application Completion by Verifiable School or LEA Staff Member

By entering the name and title below, the LEA assures the following school or LEA staff member completed this application.

Name:	*	<input type="text"/>
Title:	*	<input type="text"/>

Elementary and Secondary School Emergency Relief (ESSER) Fund Grant Assurances

Checking each box "Yes" assures that the statement is true.

The Local Education Agency (LEA) hereby assures the State Education Agency (SEA) that the LEA:

* Complies with: ASSISTANCE TO NON-PUBLIC SCHOOLS SEC. 18005(a):

IN GENERAL. A local educational agency receiving funds under sections 18002 or 18003 of this title shall provide such services to public schools.

* Complies with PUBLIC CONTROL OF FUNDS SEC. 18005(b):

The control of funds for the services and assistance provided to a nonpublic school under subsection (a), and the provision of such services (or may contract for the provision of such services with a public or private entity).

* Complies with CONTINUED PAYMENT TO EMPLOYEES SEC. 18006:

A local educational agency, State, institution of higher education, or other entity that receives funds under this title shall continue to pay the salaries and benefits of its employees who are performing the services and assistance provided to a nonpublic school under subsection (a), and the provision of such services (or may contract for the provision of such services with a public or private entity).

* Name typed in this box acts as a signature assurance that the above has happened or will happen



LEA Grant Assurances and Requirements

LEAs must make the following assurances in order to receive an ESSER Fund grant:

➤ Assistance to Non-Public Schools

LEAs must provide equitable services in the same manner as required under Title I-A (ESEA Sec.1117). A **proportionate share** of funds to support equitable services must be calculated, and **timely and meaningful consultation** with non-public schools must be completed

➤ Public Control of Funds

Just as required under Title I-A, LEAs must maintain control of all ESSER Funds for services and assistance provided to non-public schools associated with the provision of equitable services

LEAs providing equitable services to non-public schools must:

- Maintain control of funds for the services and assistance provided to a non-public school under the ESSER Fund
- Maintain title to materials, equipment, and property purchased with ESSER funds
- Ensure that services to a non-public school with ESSER funds will be provided by a public agency directly, or through contract with, another public or private entity

NOTE: These requirements **only apply to traditional school districts** and **not** charter LEAs



LEA Grant Assurances and Requirements

LEA Assurances and Requirements (cont.)

➤ **Continued Payment to Employees**

LEAs shall, to the greatest extent practicable, continue to pay its employees and contractors during the period of any disruptions or closures related to coronavirus.

Note: USED will provide additional guidance to address if ESSER Funds may be used by LEAs to help meet this assurance. An allowable LEA use of ESSER Funds are *"other activities that are necessary to maintain the operation of and continuity of services in local educational agencies and **continuing to employ existing staff of the local educational agency.**"*



Program Narrative Questions

- The **Program Narrative Questions** section is where the LEA will provide **brief descriptions** regarding **planned grant funded activities**
- LEAs should only complete sections that apply to their planned grant funded activities

The following are LEA allowable uses of ESSER Funds to address local relief, prevention and preparation and recovery efforts relative to responding to COVID-19:



LEA Allowable Uses of ESSER Funds

ESSER Fund monies are flexible, and may be used by LEAs for any of the following categories depending on local needs:

✓ **Any activity allowed under the Every Student Succeeds Act (ESSA)**

e.g.: Title I-A, Title I-C (Migrant Education), Title I-D (Neglected and Delinquent Students), Title II-A, Title III-A (English Language Learners), Title IV-A, Title IV-B 21st Century Community Learning Centers, Title V-B REAP (SRSA and RLIS), Title VI-A (Indian Education), Title VII (Impact Aid)

✓ **Any activity allowed under the following Federal education acts:**

- Individuals with Disabilities Education Act (IDEA)
- Carl D. Perkins Career and Technical Education Act (Perkins Act)
- McKinney Vento Homeless Assistance Act
- Adult Education and Family Literacy Act
- Native Hawaiian Education Act and the Alaska Native Educational Equity, Support, and Assistance Act



LEA Allowable Uses of ESSER Funds

- ESSER Funds may also be used by LEAs for the following COVID-19 related relief, prevention, and recovery efforts:
 - ✓ **Coordination of preparedness and response** efforts of local educational agencies with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to coronavirus
 - ✓ Providing principals and others school leaders with the resources necessary to address the **needs of individual schools**
 - ✓ Activities to **address the unique needs** of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population



LEA Allowable Uses of ESSER Funds

- ✓ Developing and implementing procedures and systems to **improve the preparedness** and response efforts of LEAs
- ✓ **Training and professional development** for staff of the LEA on sanitation and minimizing the spread of infectious diseases
- ✓ **Purchasing supplies to sanitize and clean** the facilities of an LEA, including buildings operated by such an agency
- ✓ **Planning for and coordinating during long term closures**, including meals to eligible students, technology for online learning, guidance for carrying out requirements under the IDEA, and how to ensure other educational services can continue to be provided consistent with all federal, state, and local requirements



LEA Allowable Uses of ESSER Funds

- ✓ **Purchasing educational technology** (including hardware, software, and connectivity) for students that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and students with disabilities, which may include assistive technology or adaptive equipment
- ✓ **Providing mental health services and supports**
- ✓ **Planning and implementing activities related to summer learning and supplemental after school programs**, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, students with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care



LEA Allowable Uses of ESSER Funds

- Other activities that are necessary to **maintain the operation of and continuity of services** in LEAs and continuing to employ existing staff of the LEA

Note: Supplement and not supplant requirements do not apply to LEA use of ESSER Fund monies



LEA Unallowable Uses of ESSER Funds

The following are unallowable uses of ESSER Funds:

- CARES Act funds generally cannot be used for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID-19
- Subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the SEA or LEAs
- Expenditures related to state or local teacher or faculty unions or associations



Program Narrative Questions

- The **Program Narrative Questions** section is where the LEA will provide **brief descriptions** regarding **planned grant funded activities**
- There are boxes available for ESSA programs, as well as other allowable federal grant programs (such as IDEA and Perkins)
- LEAs should only complete sections that apply to their planned grant funded activities. In this section, if an area does not apply, please leave it blank

Program Narrative Questions

For questions 1 and 2, check applicable boxes and complete narrative response to indicate how the LEA will expend Elementary and Secondary School Emergency Relief (ESSER) Fund Grant funds under any of the following allowable uses of funds categories per *Elementary and Secondary School Emergency Relief Fund* Section 18003(d):

1. Please check all **Elementary and Secondary Education Act of 1965 (ESSA)** activities that apply and **briefly** describe the proposed use of funds, as applicable. If you do not see the program authority for your ESSA-allowable intended activity, please check "Other" and site the applicable provision of ESSA for the proposed activity.
If this section does not apply, please leave blank.

Title I: School Improvement

Title II-A

Title V-B, Subpart 1 (Small, Rural School Achievement (SRSA))



Program Narrative Questions

- The **Program Narrative Questions** section is where the LEA will provide **brief descriptions** regarding **planned grant funded activities**
- LEAs should only complete sections that apply to their planned grant funded activities. In this section, if an area does not apply, please enter N/A

Briefly describe the proposed uses of Elementary and Secondary School Emergency Relief (ESSER) Fund Grant funds within the following additional allowable activities categories, as applicable.

If a section does not apply, please enter N/A.

3. Coordination of preparedness and response efforts of local educational agencies with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to coronavirus.

4. Providing principals and others school leaders with the resources necessary to address the needs of their individual schools.



Program Narrative Questions

- The last section on this page includes a request for **estimated data** based on the LEA's proposed use of ESSER grant funds
- These data are being requested per USED ESSER Fund grant reporting requirements
- Please provide your **best initial estimate** for these two elements, **as applicable**

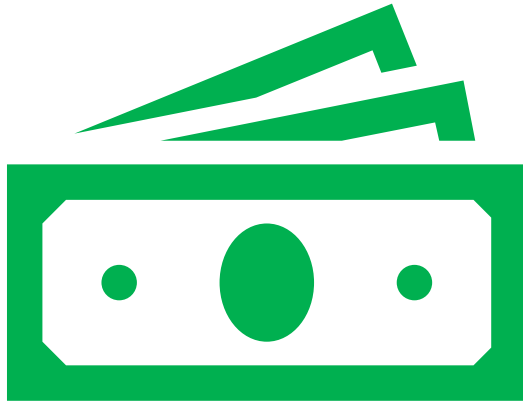
Please provide the following additional information, as applicable, based on the LEA proposed use of ESSER Funds:

* 14. The estimated number of jobs (FTEs) created by the LEA through the LEA's use of ESSER Funds:

* 15. The estimated number of jobs (FTEs) retained by the LEA through the LEA's use of ESSER Funds.



Budget Notes



Be sure to **code all expenses properly** per the **USFR**

Submit **Revisions** for any **fiscal or programmatic change**

Receive **grant approval** for revisions **prior** to implementing **any change** in spending or activities

In accordance with sound accounting practices, LEAs should plan to **request regular reimbursements**

Keep necessary **Time and Effort** documentation

The initial obligation date for the ESSER Fund grant is March 13, 2020

Substantial approval is required prior to any expenditures



Required Related Documents

There is only one required Related Document:

FY21 Affirmation of Timely/Meaningful Ongoing Consultation and Equitable Services

Affirmations of Consultation must be uploaded by traditional school districts that are required to provide equitable services for private schools under the ESSER Fund grant

NOTE: This requirement only applies to traditional school districts and not charter LEAs

FY21 Affirmation of Timely/Meaningful Ongoing Consultation and Equitable Services CARES Act Elementary and Secondary School Emergency Relief Fund (ESSER) Fund (Section 18005) Elementary and Secondary Education Act- P.L. 107 – 110 ~ SECTION 1117

Local Education Agency (LEA) _____
 LEA Federal Program Official _____
 LEA Federal Program Contact Phone: _____ Email: _____
 Private School Name _____
 Private School Address _____
 In District or Out of District _____
 Private School Official _____
 Private School Contact Phone: _____ Email: _____

LEA Federal Program Official: Select what is applicable from the following statements. LEAs might check more than one.

- Check if LEA has students residing within the LEA and are providing services to students attending a private school inside LEA boundaries.
- Check if LEA has students residing within the LEA but are providing services to students attending a private school outside of LEA boundaries.
- Check if the private school has not responded to LEA's repeated, good-faith attempts [3] for consultation.

Private School Official: Complete the following showing private school participation:

LEA Providing ESSER Fund Equitable Services (Section 18005)	
Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

Directions: Both school officials (private and public) must initial under either YES or NO for each statement below. Both School Officials will initial, sign, and date this document following the ongoing consultation AND the equitable services implementation. Comments may be made in the Comments section.

Upload to Related Documents under the Elementary and Secondary School Emergency Relief (ESSER) Fund Grant.

Part 1: Timely and Meaningful Consultation Affirmation – Initial and/or Ongoing Consultation

Note: Affirmation of Consultations for private school equitable services must be completed and submitted for LEA ESSER Fund Grant applications to be approved

Official	Yes	No	Consultation Requirements (ESEA Section 1117, CARES Act Section 18005)
Private School	<input type="checkbox"/>	<input type="checkbox"/>	Timely and meaningful consultation occurred regarding the needs and services of eligible children and their teachers and families. Consultation Dates: _____
Public School	<input type="checkbox"/>	<input type="checkbox"/>	
Private School	<input type="checkbox"/>	<input type="checkbox"/>	The LEA gave due consideration to the views of the private school official.
Public School	<input type="checkbox"/>	<input type="checkbox"/>	
Private School	<input type="checkbox"/>	<input type="checkbox"/>	The program design/provision of services agreed upon by the LEA and private school is equitable. Date services are to begin: _____
Public School	<input type="checkbox"/>	<input type="checkbox"/>	

Signature of Public-School Official _____ Date: _____

Signature of Private School Official _____ Date: _____

Part 2: Equitable Provision of Services - (if equitable services were provided in FY21, the due date for Part 2 is upon submittal of FY21 Completion Report. Upload to CR Related Documents.)

Official	Yes	No	Consultation Requirements (ESEA Section 1117, CARES Act Section 18005)
Private School	<input type="checkbox"/>	<input type="checkbox"/>	Services began as agreed between the LEA and private school during consultation. Date services began: _____
Public School	<input type="checkbox"/>	<input type="checkbox"/>	
Private School	<input type="checkbox"/>	<input type="checkbox"/>	The LEA gave due consideration to the views of the private school official during ongoing consultation.
Public School	<input type="checkbox"/>	<input type="checkbox"/>	
Private School	<input type="checkbox"/>	<input type="checkbox"/>	Satisfactory services were provided during the school year.
Public School	<input type="checkbox"/>	<input type="checkbox"/>	

Signature of Public-School Official _____ Date: _____

Signature of Private School Official _____ Date: _____



Proportionate Share Determination

- This page is designed to support school districts regarding the provision of **equitable services** for ESSER Fund participating private schools
- This section is **not required for charter LEAs**
- Please refer to the **detailed guidance regarding equitable services** found in the **ESSER Fund Guidance document** posted at www.azed.gov/CARES/ESSER

Elementary & Secondary School Emergency Relief (ESSER) Fund Proportionate Share Determination

CARES Act Section 10005 states that proportional share of ESSER funds for Private Schools shall be determined based on the total amount of ESSER Funds received by the local education agency (LEA) prior to any allowable expenditures.

Proportionate Share for Private Schools' Equitable Services

Step 1: Determining Initial Budget for Proportionate Share

The following information should be entered from the LEA's FY 2020 Title I Proportionate Share Determination (FY20 Related Documents Excel file):

Enter the LEA PROPORTIONATE SHARE. (eg. 9000)	90 %
Enter the Private Schools' PROPORTIONATE SHARE. (eg. 1000)	10 %
Total LEA ESSER Fund Allocation	\$ 1,000.00
LEA Proportionate Share	\$ 900.00
Private Schools Proportionate Share	\$ 100.00
Step 2. Determine LEA Reservation for Administer Equitable Services	
Enter Total Funds Reserved by the LEA for Administering Equitable Services. (Note: this amount is reserved from Private Schools Proportionate share)	\$ 10.00
Step 3. Determine Participating Private School Budgets for Equitable Services	
Number of Eligible Private School children from Low-Income Families residing in the LEA's Title I Attendance Zones attending ESSER Fund Participating Private Schools	16
Total Funds Available to Determine FPA for Participating Private Schools	\$ 90.00
FPA for Participating Private Schools equitable services	\$ 5.63

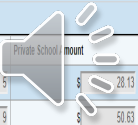
Private Schools' Participation Status

Non-Participating Schools

Private School Name	Participation Status
Private School A	Contacted - Not Participating
Private School B	Contacted - No Reply

Participating Schools

Private School Name	Enter Number of Eligible Private School Students (using Title I methodology)	Private School amount
Private School C	9	\$ 28.13
Private School D	9	\$ 50.63



Proportionate Share Determination

First, the district will identify their eligible private schools:

- ✓ The district will identify their participating private schools through engaging in **timely and meaningful consultation** with all eligible private schools
- ✓ **Affirmations of Consultation** must be completed for each eligible private school indicating if the private school is choosing to either participate, or not, in ESSER Fund equitable services
- ✓ **Private schools choosing not to participate** should be entered as a '**Non-Participating School**' with a participation status of '**Contact – Not Participating**'
- ✓ **A minimum of 3 good-faith efforts must be made to connect with private school officials.** If a private school has not responded to the district's repeated, good-faith efforts to connect for consultation, then the private school can be listed as a **Non-Participating School**, with a participation status of '**Contact-Not Reply**'

Private Schools' Participation Status

Non-Participating Schools	
Private School Name	Participation Status
Private School A	Contacted - Not Participating
Private School B	Contacted - No Reply



Proportionate Share Determination

First, the district will identify their eligible private schools:

- ✓ Private schools choosing to participate should be entered under 'Participating Schools'
- ✓ The district then should enter each **Private Participating School Name** and the **Number of Eligible Private School Students (using Title I methodology)** for each participating private school

Participating Schools		
Private School Name	Enter Number of Eligible Private School Students (using Title I methodology)	Private School Amount
PS 1	10	\$ 26.76
PS 2	10	\$ 26.76
PS 3	25	\$ 66.89

- ✓ **Please note:** The **Private School Amount** fields will be automatically calculated for you by GME once the Proportionate Share Determination page is completed



Proportionate Share Determination

Determining Proportionate Share is a *3 Step process*

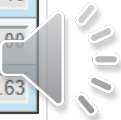
- Fields highlighted in **YELLOW** will need to be entered by the district
- All other fields will be calculated *automatically* by GME

Proportionate Share for Private Schools' Equitable Services

Step 1: Determining Initial Budget for Proportionate Share

The following information should be entered from the LEA's **FY 2020 Title I Proportionate Share Determination** (FY20 Related Documents Excel file):

Enter the LEA PROPORTIONATE SHARE: (eg: .9000)		90 %
Enter the Private Schools' PROPORTIONATE SHARE (eg: .1000)		10 %
Total LEA ESSER Fund Allocation	\$	1,000.00
LEA Proportionate Share	\$	900.00
Private Schools Proportionate Share	\$	100.00
Step 2. Determine LEA Reservation for Administer Equitable Services		
Enter Total Funds Reserved by the LEA for Administering Equitable Services. (Note: this amount is reserved from Private Schools Proportionate share)	\$	10.00
Step 3. Determine Participating Private School Budgets for Equitable Services		
Number of Eligible Private School children from Low-Income Families residing in the LEA's Title I Attendance Zones attending ESSER Fund Participating Private Schools		16
Total Funds Available to Determine PPA for Participating Private Schools	\$	90.00
PPA for Participating Private Schools equitable services	\$	5.63



Prior to Grant Submission

- ✓ Ensure **GSA** is uploaded to GME
- ✓ Verify that the **FFATA brief summary** is completed
- ✓ Verify that all **Program Narrative Questions** sections have been completed based on your planned activities
- ✓ If your LEA is a **traditional school district** that is required to provide **equitable services**, ensure the **Proportionate Share Determination** section has been completed, **as applicable**
 - ✓ Verify you have uploaded all required **Affirmations of Consultation** for equitable services to Related Documents, **as applicable**
- ✓ Ensure all proposed **budgeted activities** are **coded properly** per the **USFR**
- ✓ Update your **School and LEA IAPs** using the **COVID funding tag**
 - ✓ **NOTE:** This is not required for an application to be initially approved – but should be completed to support the LEA's implementation of their local plans and activities



Timeline Review

Initial Obligation Date for ESSER Fund is **March 13, 2020**

Allowable Pre-Award Costs are Approved to this Date

March 13, 2020

Grant Application Opens on **May 29, 2020**

Applications will be Reviewed on an Ongoing Basis

May 29, 2020

Initial Project / Budget Term Ends on **September 31, 2021**

September 31, 2021

Funds Obligated During Initial Project Term Remain Available as **Carryover** until **September 31, 2022**

September 31, 2022



ESSER Fund – LEA Grant Application



**Thank you for
viewing this webinar !**

Please visit
www.azed.gov/CARES/ESSER
for all grant and program resources
and guidance documents

If you have any questions, please
contact us at:

ESSER@azed.gov

