

### Elementary and Secondary School Emergency Relief II Step by Step Application Process



Equity • Quality • Collaboration • Community



# Elementary and Secondary School Emergency Relief II (ESSER II)

**Purpose:** Under the Elementary and Secondary School Emergency Relief Fund II (ESSER II), the department awards grants to State Education Agencies for the purpose of providing Local Education Agencies (LEAs), including charter schools that are LEAs, with emergency relief funds to address the impact that Novel Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on elementary and secondary schools across the nation.

**Legislation:** <u>Coronavirus Response and Relief Supplemental Appropriations Act, 2021</u> (CRRSA), section 313

<u>Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Sections 18001, 18003, 18005 – 18008</u>

Fact Sheet: Final ESSER II Fact Sheet

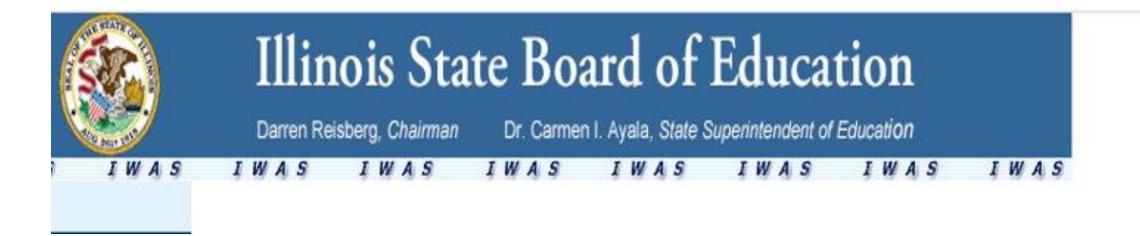


# ESSER II

- The ESSER II Fund is under the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021, Public Law 116-260, enacted on December 27, 2020.
- ESSER II is available March 13, 2020, through September 30, 2023.
- ESSER II funds can be used in the same way as ESSER I funds (CARES Act) with the addition of addressing learning loss; preparing schools for reopening; and testing, repairing, and upgrading projects to improve air quality in school buildings.



# **IWAS Access**





#### **Getting Started-IWAS**





#### **Getting Started-IWAS**

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Pending Documents	eGMS Dashissard	-	-	-	Addressed
Change Password	Si Active Grants		21	5	Contractor -
	Consolidated District Plan	-	-	-	A Descent and
Search			13	-	
Log Out	Elementary and Secondary School Emergency Relief Grant	0	1		AAttoriand
Long state	ESEA of 1965 As Amended	- 49	11		Anticipat
WAS Training Wideo	Organizzbonal Risk Assessment		100	2	Authorized
	Rural and Low Income Grant		21		Addressed
	School Improvement Grant (1003g)		100		Autoraud
	Title I Delinquent		- 11		As Browgerd
	Title I Neglected	0	114		Actionced
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	Retired (Expired Funding)			-	
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	S Annual		and.	-	
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	NCLB/ESSA Title I Comparability Documentation	-	No.		ST Parenting Citizen St.
	8 ISBE Internal	-			
	e Web				
	Entity Profile System (Internal)	-	23	•	C C C C C C C C C C C C C C C C C C C
About BBL Cart Product	Legend: 🐽 : System Description - Detailed 🔤 : Due Dates 🕵	Fran	ile.	nup	or Other Systems?



### **Getting Started-IWAS**

Illinois State				EGMS HOME	ISBE HOME   LOGOUT				
Board of Education		eGMS - Gra	nts Application		SESSION TIMEOUT 59:29				
rict Name: JACKSONVILLE SD 117		RCDT: 01-069-1170-22	County: Morgan						
lication Select					Instructions				
	Project Til		Ct for the current ✓ Yes t Code: ER ✓ Allotment Amount: \$977,848						
	Click to view LEA Dashboard Select an application from the list(s) below and press one of the following buttons:								
		This Organization has not created	any Applications						
		This Organization has not created	ι απγ Αμμπσατιστις						
	Project Title: CA	RES Test Create New Project	Allotment Amount: \$9	,999					



### **ESSER II Application**





## **Overview**

<u>Overview</u>	Applicant Information	Amend- ments	FFATA	Program Specific	Budget Pages	PRA - ISBE	<u>GATA</u> <u>Pages</u>	Assurance Pages	<u>Submit</u>	Application <u>History</u>	Page Lock Control	Application Print
Program Overvie	w											
Program:		Elementary	y and Second	ary School Emerg	ency Relief II (E	SSER II) Grai	nt					
Purpose:		local educa had, and co	Under the Elementary and Secondary School Emergency Relief II Fund (ESSER II), the Department awards grants to State educational agencies (SEAs) for the purpose of providing ocal educational agencies (LEAs), including charter schools that are LEAs, with emergency relief funds to address the impact that Novel Coronavirus Disease 2019 (COVID-19) has nad, and continues to have, on elementary and secondary schools across the nation. LEAs must provide services to students and teachers in public schools as required under the Coronavirus Response and Relief Supplemental Appropriation (CRRSA) act, 2021.									
Funding:		The SEA w	ill allocate no	less than 90 perc	ent of the grant	fund to eligit	le LEAs.					
Program Type:		Federal Gra	ant									
CSFA Number:		586-62-24	02									
CSFA Name:		Elementary	and Second	ary School Relief (	Grant							
CFDA Number:		84.425D										
Funding Opportu Name:	nity Number and	2021-4998	l-xx									
GATA Requireme	nts:	Website Rules Legislation										
2 CFR Guidance:		Code of Fe	ederal Regu	lations/Title 2 - v/app/collection/c	and the second	preements						
Instructions:		and the second division of the second s	and the second se	of instructions f	and the second se	pplication						
Legislation:							ns 18001, 18	0 <u>03, 18005 - 18008</u>				
Due Date:		As soon as	possible, and	d no later than Jur	ne 30, 2021							
Amendment Due	Date:	Prior to obl	ligation of fur	nds and not later t	han 30 calenda	r days prior to	the ending da	ate of the program				
Grant Period:		March 13,	2020 - Septe	mber 30, 2022								
Begin Date:		July 1, 202	0 or the rece	ipt date of a subs	tantially approv	able applicatio	n, whichever	is later				
End Date:		September	30, 2021									
Expenditure Repo	orts:	Quarterly o	cumulative ex	penditure reports	and a final com	pletion report	are required.					
Program Reports		Periodic pe	rformance re	ports are required								
Fiscal Informatio	on:	200	<u>y and Proced</u> nts for Accou	<u>ures</u> nting, Budgeting,	Financial Repor	<u>ting, and Audi</u>	ting					



### **Applicant Information Page**

Applicant Information		
Program Contact Person:		
Last Name*	First Name*	Middle Initial
Address 1*		
Address 2		
City*	State*	Zip + 4
Phone*	Email*	
Budget Contact Person (required field	ds if different from Program Contact*):	
Last Name	First Name	

veneral totaction provisions Act<sup>2</sup> Section 472 of the General Education Provisions Act requires that all applicants provide a description of the steps the applicant proposes to take to ensure equitable access to and participation in these federal ESSA opportunity of submitting to the supplication of the steps of barriers that can impede equitable access to and participation in these federal ESSA disability, or app. The application to the supplication of the steps of barriers that can impede equitable access to and participation control, disability, or app. The application to the supplication of the steps that will be taken to one at 500 mode meta-totability. (0 of 500 characters used)

ect the area affected by the	project:		
District			
City			
County			
Multiple areas (list)			
State-wide			
Other (describe)			

Grant Period: Begin Date: End Date: March 13, 2020



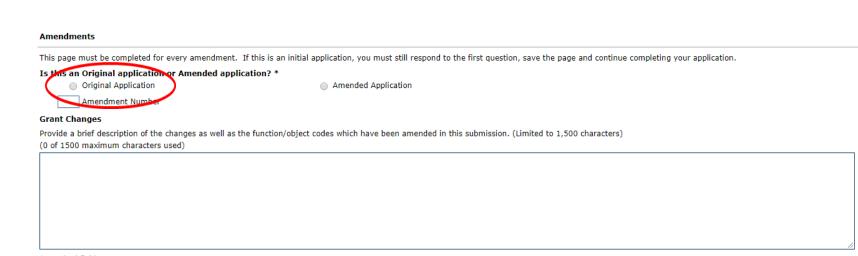
# **General Education Provisions Act (GEPA)**

The district strives to improve the performance of all teachers and students. Gender, race, national origin, disability, or age will not affect equal access to and participation in program activities. The district has board policies in place to address any discrepancy in providing equitable participation.



#### Illinois State Board of Education

#### **Amendments Page**



\*Required field



# **FFATA**

#### Federal Funding Accountability and Transparency Act (FFATA)

Instruction

The Federal Funding Accountability and Transparency Act (31 U.S.C. 6102; P.L. 109-282, as amended by section 6202(a) of P.L. 110-252) requires a Prime Awardee, such as a State agency, to report an award of \$25,000 or more made to a subrecipient as of October 1, 2010 [also see 2 CFR part 170]).

To fulfill reporting requirements, provide a brief but succinct description of how the funding received will support the activities and actions to meet the purpose and goals of the Federal grant. If there are multiple funding actions, provide a description for each funding action.\*

#### Example of project description:

Funds will be used for any activity authorized under the Elementary and Secondary School Emergency Relief II Fund of the CRSSA, Section 313, to prevent, prepare for, and respond to the coronavirus threat.

#### Project Description (do not use the & symbol):

(0 of 255 maximum characters used)

Agency's Annual Gross Revenues\*:

Ves No

In the previous fiscal year, this organization (including parent organizations, all branches, and all affiliates worldwide) received (a) 80 percent or more of annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements;

AND

(b) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements.

Select the Yes button ONLY if both (a) and (b) are true.



#### **Program Specific**

#### **Use of Funds-Public**

<u>Use</u> of Funds - Public	<u>Use</u> <u>of Funds - Nonpublic</u>	<u>Estimated</u> <u>Jobs</u>	Subcontracting
Use of Funds			Instructions
A. LEAs may use funds for any purposes listed in sect 1. Describe how the applicant will determine its most imp	tion 18003(d) of the CARES Act. Respond to the questions below ortant educational needs as a result of COVID19,*	, and complete the table with specific	fund uses.
<ol> <li>Describe how the applicant intends to assess and addre</li> </ol>	ess student learning gaps resulting from the disruption in educational se	ervices.*	
<ol> <li>Provide the proposed timeline for providing services an</li> </ol>	d assistance to students and staff in both public and nonpublic schools.	*	//
			ĥ
4. Describe the extent to which the applicant intends to u	se ESSER funds to promote remote learning. If funds will NOT be used	to promote remote learning, enter NA.*	
5. Describe how the applicant will address the needs of st	udents who require devices and connectivity in order to access remote	learning. If funds will NOT be used for this	purpose, enter NA.*
6. Describe briefly the program(s) to be carried out with t	hese funds. This description and the detailed amounts below should be	consistent with the Budget Detail page.*	



## Program Specific Use of Funds-Public

#### B. Digital Divide

The use of funds by LEAs or other entities in compliance with Section 18003(d) includes activities that address the digital divide. Such activities include securing access to home-based connectivity and remote-use devices and related issues in supporting remote learning for all students, including disadvantaged populations.

Indicate how ESSER funds will be used to combat the digital divide across Illinois by selecting one or more of the following (check all that apply):\*

□ Remote-use devices acquisition and distribution

Home-based connectivity acquisition

Support remote learning for all students, including disadvantaged populations

Other related issues in supporting remote learning (describe below)

 $\square$  Not Applicable - Funds will be used for purposes other than combatting the digital divide



#### Illinois State Board of Education

### **Program Specific**

#### **Use of Funds-Public**

. Select one or more allowable uses of funds listed below. Provide amount(s) to be budgeted in each category			he Budget Detai	l page.*		
C. Select one or more allowable uses of funds listed below. Provide amount(s) to be budgeted in each category. Total should be consiste	-					
Uses of Funds	Salaries	Benefits	Contractual	Supplies	Equipment	Total
1 1. 🔲 Any activity authorized in ESSA, IDEA, Perkins or McKinney Vento, Adult Education and Family Literacy						
2 2. 🔲 Coordination of preparedness and response with local units of government						
3. 🔲 Providing districts with resources to address the needs of their schools						
4. 🔲 Activities to address the unique needs of:						
Low-income children or students						
English Learners						
Children with disabilities						
Radal and ethnicminorities						
Foster are youth						
5. Developing and implementing procedures for preparedness and response efforts						
6. 🔲 Training and professional development on sanitation						
7. Supplies for sanitation						
8. 🔲 Planning for and coordinating long-term dosures induding providing:						
Meals						
Guidance for carrying out IDEA						
Cher educational services						
9. 🔲 Technology						
10. Mental health service						
11. Summer and extended learning opportunities						
12. Cther						
13. Additional Other						
	Indirect co	st amount (should r	natch the indirect cos	ts daimed on the	Budget Detail page)	
Totals By Column (Public	Share)					
). Equitable Share for Participating Nonpublic Schools						
b. Equitable Share for Participating Nonpublic Schools For ease in completing this page, the results of both nonpublic equitable share calculations from the prior page are below.						
Enrollment			Low-Income			
977848 Current Year Allocation	977848	Current Year Ale	ocation			
244462 Less nonpublic equitable share based on enrollments	29632	Less nonpublice	quitable share base	d on low-income st	udents	
733386 Publicschool share	948216	Public school sh				
11 11	Current rear	Апосацон, пісі	uumy any equit	авіе попривно	Sugle aaaa	



### Program Specific Estimated Jobs

	<u>Use</u> of Funds - Public	<u>Use</u> <u>of Funds - Nonpublic</u>	<u>Estim</u> Jol		<u>Subcontracting</u>				
Estima	Instructions								
Provid To com - Numl To com	<ul> <li>Yes - provide required information below</li> <li>Yes - provide required information below</li> <li>No - save the page and proceed to the next page</li> <li>Novide an estimated number and FTE of jobs to be created or retained by the categories listed below.</li> <li>Yes complete the number of staff, count each full-time position as 1 and count each part-time position as 1.</li> <li>Number of staff example: 1 full-time teacher equals 2 staff.</li> <li>Yes complete the full time equivalent (FTE), count full-time staff as 1.00. Count staff who work half days as .50 and staff who work three quarters of a day as .75.</li> <li>YETE example: 1 full-time teacher (1.00) plus 1 half-time teacher (.50) equals 1.50 FTE.</li> </ul>								
		Job Classification		N	umber	<u>FTE</u>			
1.	Administrators (nonclerical)								
2.	Teachers								
3.	Teacher Aides								
4.	Support Staff (clerical/nonclerical)								
5.	Maintenance/Custodial								
6.	Food Service								
7.	Technology								
8.	Support Services, i.e. Counseling/Guidance, Speech	, etc.							
9.	Other (please specify)								
10.	Other #2 (please specify)								
		Totals		0		0.00			



#### Program Specific Subcontracting

<u>Use</u> of Funds - Public	<u>Use</u> of Funds - Nonpublic	<u>Estimated</u> <u>Jobs</u>	Subcontracting
Subcontracting			Instructions
Subcontracting Requirements			
	et forth in the Grant Agreement. If subcontracting is allowed, then all proj ted and must have the prior written approval of the State Superintendent is required if any subcontracting is to be utilized:		
<ul> <li>a. Name(s) and address(es) of subcontractor(s);</li> </ul>			
<ul> <li>Need and purpose for subcontracting;</li> </ul>			
c. Measurable and time-specific services to be prov			
<ul> <li>Associated costs (i.e., amounts to be paid under</li> </ul>	r subcontracts); and		
e. Projected number of participants to be served.			
The applicant may not assign, convey or transfer its rights to	o the grant award without the prior written consent of the Illinois State Bo	oard of Education.	
Indicate whether the applicant will subcontract funds <ul> <li>Yes - provide required information below</li> <li>No - save the page and proceed to the next page</li> </ul>			



### Program Specific Subcontracting

SUBCONTRACT 1		
Subcontractor Last Name	Subcontractor First Name	
Street Address	City	State Zip + 4
Need/purpose for subcontracting		
Measurable and time-specific services to be provided		
		1
Amount to be paid for subcontract		
Number to be Served		

Check here to add another subcontract



### **Budget Pages**

<u>Overview</u> <u>Applicant</u> <u>Amend-</u> <u>Information</u> <u>Ments</u> <u>FFATA</u>	Program         Budget         PRA         GATA           Specific         Pages         - ISBE         Pages	Assurance Submit Application History	Page Lock <u>Application</u> Control <u>Print</u>
Allotment	Indirect Cost Calculation	<u>Budget</u> Detail	Budget
	<u>Cost calculation</u>	Detail	
Allotment			Instructions
		ESSER	
Current Year Allotment		\$9,999	
Reallotted Funds (+)			
Released Funds (-)			
Carryover (+)		0	
PrePayment (+)		0	
SUB TOTAL		\$9,999	
Multi-District			
Transfer In (+)		<u>0</u>	
Transfer Out (-)		0	
Administrative Agent			
ADJUSTED SUB TOTAL		\$9,999	
TOTAL AVAILABLE		\$9,999	
		ESSER	



### **Budget Pages: Indirect Cost Calculation**

#### Indirect Cost Calculation

#### A. Rates to Be Used for Calculating Indirect Costs

1. If the program is mandated to use a RESTRICTED rate, these rates will be loaded:

- a. LEAs rates calculated from the Annual Financial Report
- b. ROEs, ISCs, EFEs, charter schools, university lab schools, special education joint agreements that are separate legal entities the statewide average rate of 4.07%

c. Special education joint agreements and EFEs administered by a school district - the district's calculated rate

- d. Colleges and universities 8%
- e. Not-for-profit and community organizations 8%

2. If the program allows an UNRESTRICTED rate, these rates will be loaded:

a. LEAs - rates calculated from the Annual Financial Report

b. ROEs, ISCs, EFEs, charter schools, university lab schools, special education joint agreements that are separate legal entities - the statewide average rate of 19.76%

c. Special education joint agreements and EFEs administered by a school district - the district's calculated rate

d. Colleges and universities - 8%

e. Not-for-profit and community organizations - as selected by the entity; options are 0%, 10% de minimus, or negotiated rate

#### B. Basis for Calculating Indirect Costs

1. If RESTRICTED rates are used, the Modified Total Direct Cost (MTDC) will be used as the direct cost base.

2. If UNRESTRICTED rates are used, the MTDC will be used as the direct cost base for:

a. LEAs

b. ROEs, ISCs, EFEs, charter schools, university lab schools, special education joint agreements that are separate legal entities - the statewide average rate

c. Special education joint agreements and EFEs administered by a school district

d. Colleges and universities

e. For-profit, not-for-profit or community organizations taking the de minimis rate of 10%

3. If UNRESTRICTED rates are used, for-profit and not-for profit community organizations that have a Federal/GOMB negotiated rate may apply their indirect cost rate to a direct cost base other than MTDC, if approved.

THE INDIRECT COST RATE FOR THIS PROGRAM IS: UNRESTRICTED

#### C. Identify the type of organization applying below. For types (a) through (d), the rate displays on the Budget Detail page and automatically calculates the maximum allowable amount. For type (e), additional questions will appear and must be completed before completing the Budget Detail page.

(a) LEAs

- (b) ROEs, ISCs, EFEs, charter schools, university lab schools, special education joint agreements that are separate legal entities the statewide average rate
- (c) Special education joint agreements administered by a school district
- (d) Colleges and universities

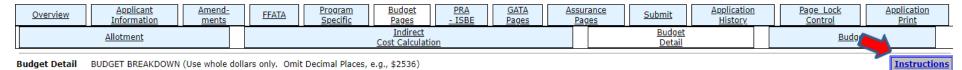
(e) For-profit/Not-for-profit or community organizations using:

- a de minimis rate of 10%,

- a rate of 0%, or
- a Federal/GOMB negotiated rate



### **Budget Pages**

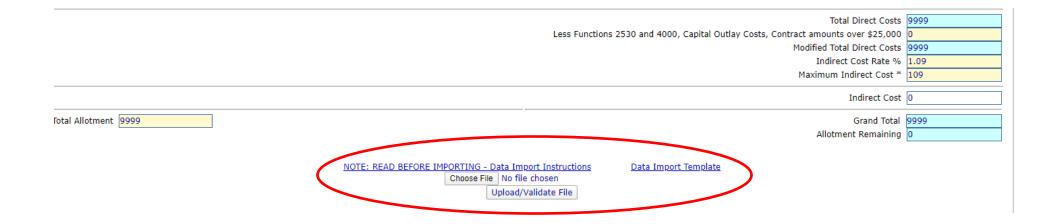


The application has been submitted. No more updates will be saved for the application.

Itemize and explain each expenditure amount that appears on the Budget Summary. Provide a complete breakdown of eligible employee benefits. Federal Funds: Please review the Instructions link for details that apply to your specific grant regarding teacher's retirement. Contact your program consultant with any additional questions you may have regarding TRS contributions. Click on the "Create Additional Entries" button to enter additional information.

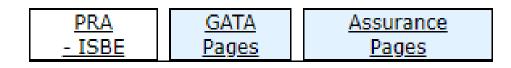
#### Description of Function Codes and Object Codes

Function Code	Object Code	Exclude from MTDC**	Expenditure Description and Itemization	ESSER Funds	Delete Row
1000 ▼	400 ▼			4000	
2120 •	100 •			000	





## Program Risk Assessment, Grant Accountability Transparency Act, & Assurance Pages





## Submit



ISBE Program Administrator #2



# **Substantially Approvable**

- **Reasonable:** Consistent with prudent business practice and comparable current market value;
- *Necessary:* Required to carry out the intent and purpose of the program; and
- *Allocable*: Chargeable or assignable in accordance with relative benefits received. In addition, costs must be aligned with generally accepted accounting principles and adequately documented and budgeted within the grant.



#### **Page Lock Control**

age Review Status Instructions		<u>PRA</u> <u>- ISBE</u>			 	
Expand All						
Expand All						
Elementary and Secondary School Emergency Relief Grant					Page Status	Open Page for editing
Elementary and Secondary School Emergency Relief Grant						
Applicant Information				OPEN		
FFATA				OPEN		
Program Specific						
Use of Funds - Public			OPEN			
Use of Funds - Nonpublic			OPEN			
Estimated Jobs			OPEN			
Subcontracting			OPEN			
Budget Pages						
Allotment			OPEN			
Budget Detail			OPEN			
PRA - ISBE				OPEN		
GATA Pages						
NOSA						
NOSA Grant Information	OPEN					
ICQ Conditions	OPEN					
Program Risk Conditions	OPEN					
Prequalification Status	OPEN					
	OPEN					
UGA/IGA Parts One, Two, and Three Exhibits	OPEN					
UGA/IGA Summary Assurance Pages	OPEN					
Program Assurances			OPEN			
State Assurances			OPEN			
Debarment			OPEN			
Lobbying			OPEN			
GEPA_442			OPEN			
GEPA_442 GATA Assurances			OPEN			
Assurances			OPEN			



#### **Review Checklist**

Review	Quality
Checklist	Assurance

**Review Checklist for CARES Emergency Relief Grant** 

#### Approval Status

The application is approved on the condition that any issues noted below are addressed through an amendment in a timely manner.

- The application is being returned for changes. See checklist items below.
- The application is fully approved.

General Comments, if applicable:



## **Contact Information**

Illinois State Board of Education Title Grants Administration Department 100 N. First Street Springfield, Illinois 62777 (217) 785-1969 illinoiscares@isbe.net



