

FY 2024 Annual Financial Report (AFR)

CARES, CRRSA, ARP Schedule Instructions

(CARES, CRRSA, ARP 28-35 tab in the AFR)

(Instructions also are applicable to the CARES, CRRSA, ARP Worksheet
designed for school district/joint agreement use.)

CARES - Coronavirus Aid, Relief, and Economic Security Act

CRRSA - Coronavirus Response and Relief Supplemental Appropriations
Act

ARP - American Rescue Plan Act

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Introduction

This schedule must be completed if a school district/joint agreement received/expended CARES, CRRSA, or ARP federal stimulus funding in fiscal year 2024.

U.S. Department of Education reporting guidelines now require states to submit revenues and expenditures pertaining to CARES, CRRSA, and ARP federal stimulus funding.

The school district/joint agreement is to complete the CARES, CRRSA, ARP Worksheet, which is found under the Form dropdown on the ISBE [Annual Financial Report webpage](#). The school district/joint agreement auditor will input the amounts into the (final) schedule that is located within the FY 2024 AFR. It must be **compiled by the school district/joint agreement and is subject to annual audit by an auditor**. It is to be completed if the school district or joint agreement received/expended CARES, CRRSA, and/or ARP federal stimulus funding in FY 2024.

These instructions are designed to help school districts and auditors complete this schedule. The school district and auditor will need to work together.

The school district and/or auditor may review the July 1, 2023, through June 30, 2024, expenditure reports in the Financial Reimbursement Information System (FRIS) Inquiry to help determine the expenditures to be included in the worksheet.

ISBE has worked to verify that all the federal stimulus funding for FY 2024 has been individually listed on this schedule. In the event that ISBE did not include a federal stimulus fund from CARES, CRRSA, or ARP for FY 2024, please 1) enter the revenues on the other CARES, CRRSA, and ARP revenue lines and describe on the Itemization tab within the AFR and 2) enter the expenditures on the other CARES, CRRSA, and ARP expenditure sections.

Part 1: CARES, CRRSA, ARP Revenue

Part 1: Revenue Section A

Section A is for revenue recognized in FY 2024 reported on the FY 2024 AFR for FY 2020, FY 2021, FY 2022, and/or FY 2023 EXPENDITURES claimed on July 1, 2023, through June 30, 2024, FRIS grant expenditure reports for **expenditures reported in the prior year FY 2020, FY 2021, FY 2022, and/or FY 2023 AFR**.

School districts were able to report unclaimed FY 2020, FY 2021, FY 2022, and/or FY 2023 AFR approvable CARES, CRRSA, and ARP expenses on their FY 2024 expenditure reports, which resulted in a school district receiving the revenue for these expenses in FY 2024. The school district will need to list unclaimed FY 2020, FY 2021, FY 2022, and/or FY 2023 expenditures on its FY 2024 expenditure reports, which resulted in a reimbursement for these expenditures in FY 2024. This revenue will be reported in Section A of the schedule, but the school district

should not report these expenditures in the Part 2: CARES, CRRSA, ARP Expenditures section since these expenditures were already reported on the FY 2020, FY 2021, FY 2022, and/or FY 2023 AFR.

Note: This would not include revenue from FY 2023 that was vouchered in FY 2023 but paid in FY 2024. This revenue would be entered in Section B. If the revenue was a receivable for accrual districts in FY 2023, do not enter the revenue in either revenue section.

Example --

The school district had \$25,000 in approvable Elementary and Secondary School Emergency Relief (ESSER) III expenses in FY 2020, FY 2021, FY 2022, and/or FY 2023 that had not been claimed to receive reimbursement in FY 2020, FY 2021, FY 2022, and/or FY 2023 and wanted to be reimbursed for those expenses through the ESSER III funding in FY 2024. The school district would have listed these expenditures on one of its FRIS expenditure reports from July 1, 2023, to June 30, 2024. ISBE disbursed the \$25,000 in FY 2024. In this example, these expenditures were not listed on the FRIS expenditure reports in FY 2020, FY 2021, FY 2022, and/or FY 2023. Therefore, the school district was able to be reimbursed for these expenditures in FY 2024.

If the school district answers “yes” to the question below, then revenue should be listed in Revenue Section A.

Did the school district report unclaimed FY 2020, FY 2021, FY 2022, and/or FY 2023 approvable CARES, CRRSA, and ARP expenses on any of its July 1, 2023, through June 30, 2024, FRIS expenditure reports, which resulted in the school district receiving CARES, CRRSA, or ARP revenue for these expenses in FY 2024?

Part 1: Revenue Section B

Section B is for revenue recognized in FY 2024 reported on the FY 2024 AFR and for FY 2024 EXPENDITURES claimed on July 1, 2023, through June 30, 2024, FRIS grant expenditure reports and reported in the FY 2024 AFR.

For cash districts: This section will be for the actual revenue received in FY 2024 (minus the FY 2024 revenue received for FY 2020, FY 2021, FY 2022, and/or FY 2023 expenditures above in Section A). This section will also include the FY 2023 revenue vouchered in FY 2023 and paid in FY 2024.

For accrual districts: This will be all revenue vouchered in FY 2024 and paid within 60 days of the end of the fiscal year, June 30, 2024 (minus the FY 2024 revenue received for FY 2020, FY 2021, FY 2022, and/or FY 2023 expenditures above in Section A). If the revenue was a receivable for accrual districts in FY 2023, do not enter the revenue in either revenue section.

Part 1: Revenue Section C

Revenue Section C is the total revenue for Section A and B. It should equal the revenue account 4998 on the Revenues tab in the FY 2024 AFR. There is an error message that will inform the auditor if the revenues do not equal. Please reconcile the difference before submitting the AFR.

Note: Revenue Section C applies only to the CARES, CRRSA, ARP Worksheet found in the AFR.

Part 2: CARES, CRRSA, ARP Expenditures

The school district and/or auditor may review the July 1, 2023, through June 30, 2024, FRIS expenditure reports to help determine the expenditures to be included in the worksheet. These are FY 2024 expenditures as reported in the FY 2024 AFR (Expenditure tab).

Expenditure Sections:

- Expenditure Section A - ESSER I (CARES)
- Expenditure Section B – ESSER II (CRRSA)
- Expenditure Section C – Governor’s Emergency Education Relief (GEER I) (CARES)
- Expenditure Section D – GEER II (CRRSA)
- Expenditure Section E – ESSER III (ARP)
- Expenditure Section F – CRRSA Child Nutrition (CRRSA)
- Expenditure Section G – ARP Nutrition (ARP)
- Expenditure Section H – ARP IDEA (ARP)
- Expenditure Section I – ARP Homeless I (ARP)
- Expenditure Section J – Coronavirus Urgent Remediation Emergency (Local CURE)
- Expenditure Section K - Other CARES Act Expenditures (not accounted for above)
- Expenditure Section L - Other CRRSA Expenditures (not accounted for above)
- Expenditure Section M - Other ARP Expenditures (not accounted for above)
- Expenditure Section N - Total Expenditures
- Expenditure Section O - Total Technology

Expenditure sections will be reported using FRIS expenditure reports and/or the school district accounting records.

There are three subsections to each expenditure section. These subsections are independent of each other.

In the first section, the school district/auditor will list the total expenditures for the Functions 1000 and 2000 paid through federal stimulus funding for FY 2024. Please note that Adult Education should not be included in the Instruction Function (1000).

In the second section, the school district/auditor will list the specific expenditures in Functions 2530, 2540, and 2560 paid through federal stimulus funding for FY 2024. The amounts listed in Function 2000 in the first section must include the amounts reported in 2530, 2540, and 2560.

In the third section, the school district/auditor will list the technology (supplies, purchase services, and equipment) expenditures in Functions 1000 and 2000 paid through federal stimulus funding for FY 2024. These expenditures also are included in Functions 1000 and 2000 in the first section.

Expenditure Section N - Total Expenditures and Expenditure Section O - Total Technology are totaled from the cells above. The school district/auditor does not have complete anything in these sections.

Helpful Links

- [FRIS Inquiry](#)
- [FRIS Sub Program Codes](#)
- [Annual Financial Report \(50-35\)](#)

If you have questions about this schedule, please contact a School Business Services consultant at 217-785-8779 or finance1@isbe.net.