

ARP ESSER Office Hours for LEAs

September 9, 2021

LEA Questions

Our enrollment this year has been negatively impacted by Covid-19. We want to use ARP ESSER funds to help maintain the continuing employment of all teachers at full-time which also then allows us to provide smaller class sizes that enable more individual student support from teachers to address better individual learning progress.

Is this going to be an allowable expense?

You are able to include teacher salaries to maintain the consistency of LEA services that may be impacted by COVID-19 (such as a downturn in enrollment) in your ARP ESSER plan. A few items to take this step:

1. You will want to reference this in line with federal use case #19: 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.
2. For all salaries that would be paid using the grant funding, those employees will need to keep time and effort documents on file that will need to be submitted with your reimbursement request.
3. Your charter board will need to approve this use case at the time they approve your plan to be in alignment with the assurances required.

Why is the unrestricted indirect cost rate being used for the ARP ESSER grant?

The indirect cost rate is directed by guidance from the federal government about the grant program.

Because the ARP ESSER program starts on March 13, 2020, LEAs will see the FY2020 indirect cost rate for creating their budget. However, the reimbursement request uses the indirect cost rate that coincides with the period the costs were incurred. Thus, if your LEA enters Expense Incurred dates between 3/13/20 – 6/30/20, the system will use the SFY-2020 unrestricted rate and the expense incurred dates between 7/1/20-6/30/21 will use the SFY-2021 unrestricted rate.

What is required for submitting a request for a capital project?

Capital projects need to go through a separate approval process than the ARP ESSER applications. These project proposals should be submitted to Jessica Kjar at jessica.kjar@schools.utah.gov.

Capital projects are those that cost over \$5,000 and/or require a building permit or inspection for the project.

Here is a link to the guidance on creating the project proposal letter: [Capital Project Guidance](#)

The USBE team will review the projects within 7-10 business days.

Additional resource for capital projects:

[Improving Ventilation in Schools to Prevent COVID-19](#)

Outlines additional uses and strategies for improving HVAC systems in schools

What is USBE looking for in the capital projects letter?

1. Project description
2. Project timeline with monthly milestones
3. Project budget estimates
4. How the project aligns to an allowable use case of the ARP ESSER program
5. How this project will serve students - number of students / number of buildings / outcomes of what the project will accomplish
6. Other logistics as outlined in the guidance document: [Capital Project Guidance](#)

What are some reasons the ARP ESSER application will be sent back to the LEA?

1. The LEA did not complete each of the required sections in the application
2. The LEA did not receive local board approval of the plan
3. The LEA did not sign the application
4. The LEA did not provide a link to the website where their plan is posted (outlined in application)
5. The LEA did not use at least 20% of their full award for accelerated learning
6. The LEA plans do not align with an allowable use case of the ARP ESSER program

Reminders

Please seek local board approval of your ARP ESSER plan prior to submitting the application in Utah Grants.

The ARP ESSER application is due September 17, 2021 at 5:00 pm.

If you have questions, please contact

Sarah Young at sarah.young@schools.utah.gov

Sara Harward at sara.harward@schools.utah.gov

Jessica Kjar at jessica.kjar@schools.utah.gov

Questions?