



Utah State Board of Education

**CARDIAC EMERGENCY
RESPONSE PLAN (CERP)
GRANT FREQUENTLY ASKED
QUESTIONS (FAQS)**

A UTAH STATE BOARD OF EDUCATION TECHNICAL
ASSISTANCE DOCUMENT

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TABLE OF CONTENTS

Cardiac Emergency Response Plan (CERP) Grant Frequently Asked Questions	3
Overview and Eligibility	3
What is the CERP Grant?.....	3
Who is eligible to apply for this funding?.....	3
Can individual schools apply directly?	3
Funding Priorities and Covered Items	4
How are funds prioritized and awarded?	4
Can an LEA be awarded partial funding instead of the full requested amount? ..	4
What specific items are covered under this grant?	4
What constitutes a "High-Needs" school for priority funding?	5
What constitutes a Tier 2 Rural school for priority funding?.....	5
Application and Submission Requirements.....	6
Where and how is the application submitted?	6
What elements must be included in a complete application packet?	6
What must be addressed in the budget narrative?	6
Timeline and Deadlines.....	7
What are the key CERP Grant deadlines for the Fiscal Year (FY) 27 cycle?.....	7
Reimbursement and Compliance.....	7
How is purchase reimbursement received?	7
How do LEAs ensure that priority schools are flagged correctly during reimbursement?	8
How often do schools need to report their compliance with these requirements?.....	8
Can an LEA apply for funding if they already have AEDs?	8

CARDIAC EMERGENCY RESPONSE PLAN (CERP) GRANT FREQUENTLY ASKED QUESTIONS

OVERVIEW AND ELIGIBILITY

WHAT IS THE CERP GRANT?

With funding from the Utah State Legislature, the Utah State Board of Education (USBE) will reimburse school districts and charter schools for equipment, supplies, and materials required to implement individualized, evidence-based CERPs. These plans must align with Utah Code Section 53G-9-216 (effective July 2026) and Board Rule.

WHO IS ELIGIBLE TO APPLY FOR THIS FUNDING?

All local education agencies (LEAs), including public school districts and charter schools, are eligible.

CAN INDIVIDUAL SCHOOLS APPLY DIRECTLY?

No. Each LEA may submit only one application on behalf of all the schools within its jurisdiction. Individual schools must work directly with their LEA's designated CERP administrator to ensure their needs are included in the single LEA submission.

FUNDING PRIORITIES AND COVERED ITEMS

HOW ARE FUNDS PRIORITIZED AND AWARDED?

All submitted applications undergo a formal evaluation process utilizing a standardized competitive review rubric to ensure they meet a baseline quality and statutory safety threshold. Grant awards are limited and distributed sequentially by demographic tier under Board Rule R277-634. Within each distinct priority tier, fully qualifying applications that pass the competitive review threshold will be funded chronologically on a first-come, first-served basis determined by their submission timestamp until available funding is exhausted. Partial funding may be awarded.

CAN AN LEA BE AWARDED PARTIAL FUNDING INSTEAD OF THE FULL REQUESTED AMOUNT?

Yes, partial funding may be awarded. Because the state Superintendent must review and adjust budget amounts based on competitive review thresholds, statutory priorities, and school demographics, awards may be scaled back. LEAs are required to request and utilize funds strictly in order of statutory priority (Categories 1-5).

WHAT SPECIFIC ITEMS ARE COVERED UNDER THIS GRANT?

Requests are prioritized and funded in the following sequential order:

1. Category 1: AED procurement
 - a. Purchase of an AED, including Food and Drug Administration (FDA) approved units, wall cabinets, enclosures and mounting hardware
2. Category 2: AED maintenance
 - a. AED maintenance including replacement pads and batteries
3. Category 3: cardiopulmonary resuscitation (CPR) kits and training
 - a. Purchase of CPR training kits (manikins, simulation kits), staff certification courses encompassing adult and pediatric CPR and CPR instructor courses
4. Category 4: basic first aid training

- a. Training courses for faculty and designated campus staff member
- 5. Category 5: educational materials
 - a. Response posters, compliance guides and emergency signage

An LEA may only request funding for a lower-priority category if their higher-priority needs have already been fully met and established on their campuses.

WHAT CONSTITUTES A "HIGH-NEEDS" SCHOOL FOR PRIORITY FUNDING?

Per Utah Code Section 53G-9-216 and Board Rule R277-634, a school campus qualifies under Tier 1 if it meets at least one of the following metrics:

- It is a designated Title I school
- More than 50% of the student population qualifies for free or reduced-price lunch

WHAT CONSTITUTES A TIER 2 RURAL SCHOOL FOR PRIORITY FUNDING?

Per Board Rule R277-634-4 (effective July 2026), a public school within a district qualifies under Tier 2 if it meets at least one of these metrics:

- The school is in a Utah county of the 4th, 5th, or 6th class as defined in Utah Code Section 17-50-501
- The school district contains fewer than 3,000 total enrolled students

Tier 3 encompasses all other public school campuses with a demonstrated need that do not meet Tier 1 or Tier 2 criteria.

APPLICATION AND SUBMISSION REQUIREMENTS

WHERE AND HOW IS THE APPLICATION SUBMITTED?

All applications must be completed entirely and submitted digitally through the Utah Grants Management System (UGMS). Incomplete submissions will not be considered for review.

WHAT ELEMENTS MUST BE INCLUDED IN A COMPLETE APPLICATION PACKET?

To be considered complete, the application packet must be filled out entirely and contain:

- Completed application profile fields
- Individualized CERP files for each school site
- Budget itemization and detailed budget narrative
- Applicable demographic evidence for Tier 1 or 2 priority status

WHAT MUST BE ADDRESSED IN THE BUDGET NARRATIVE?

The budget narrative must explicitly address these four points for every school, including:

1. Which specific supplies you will purchase (e.g., AEDs, mannequins, training kits from approved organizations)
2. Why your school(s) need these specific supplies
3. Whether your school has received a grant to purchase CPR training materials and supplies in the past
4. The current condition of your existing equipment and materials

Important compliance note: LEAs MUST upload the individualized CERP for every single school requesting funds. Per Utah Code Section 53G-9-216, each plan must incorporate evidence-based core elements. Evidence-based core elements are practices and standards for emergency cardiovascular care that are recommended by the American Heart Association or nationally recognized, evidence-based standards. Plans must also explicitly state that before-school and after-school

activity drills are built into the execution timeline and that funded AEDs are placed in unlocked, central locations at the school(s) that are accessible school within three minutes (meaning the equipment can be retrieved and the pads can be placed on the person within three minutes of a sudden cardiac arrest incident).

TIMELINE AND DEADLINES

WHAT ARE THE KEY CERP GRANT DEADLINES FOR THE FISCAL YEAR (FY) 27 CYCLE?

- **July 1, 2026:** Eligible purchase window begins and Utah Code Section 53G-9-216 goes into effect. Qualifying purchases made on or after this date are eligible for reimbursement.
- **July 13, 2026:** The digital application portal opens in the UGMS. Application reviews begin chronologically within each prioritized demographic tier.
- **August 15, 2026:** Primary application submission deadline.
- **June 30, 2027:** Project end and purchasing deadline. All equipment acquisitions, supply purchases, and grant activities must be completed by this date.
- **September 1, 2027:** Final reporting and expenditure deadline. All itemized receipts and utilization documentation must be submitted to the UGMS. Unclaimed allocations will close out and be reallocated after this date.

REIMBURSEMENT AND COMPLIANCE

HOW IS PURCHASE REIMBURSEMENT RECEIVED?

LEAs must upload itemized vendor purchase receipts showing proof of payment into the UGMS. These receipts must align exactly with your approved budget narrative.

- Verify that all items were purchased within the allowable timeframe of July 1, 2026 – June 30, 2027

HOW DO LEAs ENSURE THAT PRIORITY SCHOOLS ARE FLAGGED CORRECTLY DURING REIMBURSEMENT?

When submitting documentation in the UGMS, clearly label and indicate which specific schools meet the High-Needs or Rural criteria to ensure proper tracking and accurate funding prioritization.

HOW OFTEN DO SCHOOLS NEED TO REPORT THEIR COMPLIANCE WITH THESE REQUIREMENTS?

Schools shall report their compliance with this section annually in accordance with the School Health Workload Report as outlined in [Board Rule R277-415](#).

CAN AN LEA APPLY FOR FUNDING IF THEY ALREADY HAVE AEDs?

Yes. Funding can be used for unit maintenance such as replacement pads, updated batteries and expanded staff training.