CARES Act (ESSER I) Updated Allocations & Equitable Services Update

March 22, 2021
ALSDE Federal Programs
CARES Act Team

Molly Killingsworth
Director
Federal Programs
mkillingsworth@alsde.edu

Calandra Hawkins
Education Specialist
Federal Programs
calandra.hawkins@alsde.edu

Jason Isaacs
Education Specialist
Federal Programs
jason.isaacs@alsde.edu
Updated ESSER I Allocation Information

- Updated Allocations was sent out to LEAs on January 27, 2021 from LEA Accounting
- LEA ESSER I Equitable Services Data
  - LEAs with NO Equitable Services: 86
  - LEAs with Equitable Services: 57
    - LEAs using Total Enrollment: 45
    - LEAs using Low-Income Enrollment: 12
- LEA ESSER I Allocation Updated Increase Data
  - Average: $5,245.00
  - Total: $750,000.00
Q: Do we need to update Equitable Service allocations to non-public schools due to the change in ESSER I allocation?

A: Yes. Since the total allocation changed for ESSER I, all non-public school equitable service allocations must be updated.

Q: What method must be used to generate the updated Equitable Services allocation for non-public schools?

A: Since the allocation change was after the September 4, 2020 Federal Ruling, all calculations must be based off low-income enrollment.
ESSER I Applications on File

1. No Equitable Services (86 LEAs)

2. Equitable Services (12 LEAs)
   New Method – Low-Income Enrollment

3. Equitable Services (45 LEAs)
   Old Method – Total Enrollment
For LEAs that have **NO** Equitable Services for ESSER I funds:

1. Update the application to reflect the increase in ESSER I allocation
   • Page 2: Update the Detailed Budget Grid to reflect the needs from page 1
     ➢ Must include all ESSER I expenditures and MATCH THE NEW ALLOCATION
   • Update narratives to reflect the updated budget as needed
   • Page 5: Update Signature page to reflect the date of submission

2. Send the amended application to CARESapp@alsde.edu

3. The approval process will work the same as the original submission. LEAs will be contacted if any issues arise in the review process. LEAs will receive an email once the amended application is approved.
The following slides are only for LEAs that have Equitable Services
“The proportional share of funds shall be determined based on the total amount of funds received by the local education agency under this part prior to any allowable expenditures or transfers by the local educational agency.”

ESSA 1117(a)(4)(A)(ii)

Due to the change in allocation, all LEAs who had private school(s) participate in the ESSER I program must contact and inform all private school(s) of the changed allocation.
1) **DETERMINE THE UPDATED ALLOCATION FOR SERVICES AT EACH PRIVATE SCHOOL:** Using the CARES Act Equitable Services Form, enter the updated LEA allocation into the form for each private school.

### OLD ALLOCATION - $350,000.00

<table>
<thead>
<tr>
<th><strong>A. Determining Proportional Share for Equitable Services</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A1. TOTAL Low-Income LEA Student Enrollment (from FY20 Title I, Part A Set-Aside Page in eGap)</strong></td>
</tr>
<tr>
<td><strong>A2. TOTAL Private School Low-Income Student Enrollment for ALL participating schools</strong></td>
</tr>
<tr>
<td><strong>A3. TOTAL Low-Income Student Enrollment (A1 + A2)</strong></td>
</tr>
<tr>
<td><strong>A4. Public School Proportion = 90.57%</strong></td>
</tr>
<tr>
<td><strong>A5. Private School Proportion =</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>B. Private School Equitable Service Allocation</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>B1. Total LEA CARES Act Allocation</strong></td>
</tr>
<tr>
<td><strong>B2. Proportional Share for Private School Equitable Services (A5)</strong></td>
</tr>
<tr>
<td><strong>B3. Total Equitable Services Allocation for ALL Private Schools within LEA (B1 x B2)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>C. Administrative Costs Set-Aside Amounts from Private School Allocation</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>C1. Administrative percentage reserved by LEA</strong></td>
</tr>
<tr>
<td><strong>C2. Administrative costs (up to 10%) reserved at LEA (B3 x C1)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>D. Per Pupil Amount (PPA) for Private School Equitable Services</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>D1. Total CARES Act Allocation after administrative costs (B3 - C2)</strong></td>
</tr>
<tr>
<td><strong>D2. Per Pupil Amount - PPA (D1 divided by A2)</strong></td>
</tr>
</tbody>
</table>

### NEW ALLOCATION - $355,245.00

<table>
<thead>
<tr>
<th><strong>A. Determining Proportional Share for Equitable Services</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A1. TOTAL Low-Income LEA Student Enrollment (from FY20 Title I, Part A Set-Aside Page in eGap)</strong></td>
</tr>
<tr>
<td><strong>A2. TOTAL Private School Low-Income Student Enrollment for ALL participating schools</strong></td>
</tr>
<tr>
<td><strong>A3. TOTAL Low-Income Student Enrollment (A1 + A2)</strong></td>
</tr>
<tr>
<td><strong>A4. Public School Proportion = 90.57%</strong></td>
</tr>
<tr>
<td><strong>A5. Private School Proportion =</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>B. Private School Equitable Service Allocation</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>B1. Total LEA CARES Act Allocation</strong></td>
</tr>
<tr>
<td><strong>B2. Proportional Share for Private School Equitable Services (A5)</strong></td>
</tr>
<tr>
<td><strong>B3. Total Equitable Services Allocation for ALL Private Schools within LEA (B1 x B2)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>C. Administrative Costs Set-Aside Amounts from Private School Allocation</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>C1. Administrative percentage reserved by LEA</strong></td>
</tr>
<tr>
<td><strong>C2. Administrative costs (up to 10%) reserved at LEA (B3 x C1)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>D. Per Pupil Amount (PPA) for Private School Equitable Services</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>D1. Total CARES Act Allocation after administrative costs (B3 - C2)</strong></td>
</tr>
<tr>
<td><strong>D2. Per Pupil Amount - PPA (D1 divided by A2)</strong></td>
</tr>
</tbody>
</table>

**Total Equitable Services Increase of $494.81**
2) **CONSULT WITH EACH PRIVATE SCHOOL:** Once you have the updated allocation for each private school, consult with them to determine if they would like to accept or decline the increase in services.

**EACH PRIVATE SCHOOL HAS 2 OPTIONS BASED ON THE UPDATED ALLOCATION:**

- **ACCEPT** THE INCREASE IN SERVICES
- **DECLINE** THE INCREASE IN SERVICES

If a private school decides not to accept the increase in services, the LEA is still responsible for serving the private school based on the current Equitable Services Implementation Plan and allocation.

Make sure to record all outreach on the Outreach Log – 3 ways using 2 methods is the minimum.
3) UPDATE DOCUMENTATION (2 OPTIONS):
A. USE CURRENT DOCUMENT: Update the allocation and services on the current CARES Act Equitable Services form. Both the LEA and the private school officials must sign all changes to the form.

B. CREATE NEW DOCUMENT: Create a new CARES Act Equitable Services Form with the new allocation and all services that will be provided. Both the LEA and the private school officials must sign this form.

NOTE: If the private school declines the additional services, the LEA must include a statement indicating this on either the current or new document. Both the private school and LEA officials must sign it.
4) **SUBMIT THE DOCUMENTATION:**

- Update the application to reflect the increase in ESSER I allocation
  - Page 2: Update the Detailed Budget Grid to reflect the needs from page 1
    - Must include all ESSER I expenditures and MATCH THE NEW ALLOCATION for PUBLIC & PRIVATE
  - Update narratives to reflect the updated budget as needed
  - Page 3: Update the Equitable Services Section
  - Page 5: Update Signature page to reflect the date of submission

- Send the amended application & **ALL** Updated Equitable Services Documentation to [CARESapp@alsde.edu](mailto:CARESapp@alsde.edu)

- The approval process will work the same as the original submission. LEAs will be contacted if any issues arise in the review process. LEAs will receive an email once the amended application is approved.
STOP

The following slides are only for LEAs that used the Total Enrollment Method to calculate Equitable Services
Q: Why are we having to recalculate equitable services using low-income when our LEA decided in October 2020 not to recalculate?

A: Since the total allocation for LEAs changed after the September 4, 2020 Federal Ruling, all calculations must be based off low-income enrollment.
AMENDED
Equitable Services Allocation Process

STEP 1

Contact all private schools who accepted services using Total Enrollment and complete the AMENDED Intent to Participate Form and/or acquire Low-Income Enrollment data and attach to current Intent to Participate.

Make sure to record all outreach on the Outreach Log – 3 ways using 2 methods is the minimum.

If you have confirmation from a prior ESSER Intent to Participate, the amended form is not required.

Low-income data must be documented and attached to the Intent to Participate on file at the LEA.
Methods of Calculating Poverty (Low-Income):

“A local educational agency shall have the final authority, consistent with this section, to calculate the number of children, ages 5 through 17, who are from low-income families and attend private schools by –

(A) using the same measure of low-income used to count public school children;

(B) using the results of a survey that, to the extent possible, protects the identity of families of private school students, and allowing such survey results to be extrapolated if complete actual data are unavailable;

(C) applying the low-income percentage of each participating public school attendance area, determined pursuant to this section, to the number of private school children who reside in that school attendance area; or

(D) Using an equated measure of low-income correlated with the measure of low-income used to count public school children.”

ESSA 1117(c)(1)
(C) Proportionality - Example

Private School Data must reflect student enrollment prior to March 13, 2020

• Private School Total Enrollment – 200

• Private School Students Residing in LEA – 100
  • Private School Students Residing in Title I Attendance Areas – 70
    • Students who qualify for School A (80% Poverty): 40 \((40 \times 0.80 = 32)\)
    • Students who qualify for School B (70% Poverty): 20 \((20 \times 0.70 = 14)\)
    • Students who qualify for School C (60% Poverty): 10 \((10 \times 0.60 = 6)\)
  • Private School Students NOT Residing in Title I Attendance Areas – 30

• Total # of Private School Students (Poverty Count): 52 students
AMENDED Equitable Services Allocation Process

STEP 2

Complete the AMENDED Private School Enrollment Survey using verified data from Private Schools.

LEA Low-Income Enrollment will auto fill once you select your LEA.

Amended Applications will not be processed without this form.

Email to CARESapp@alsde.edu with your amended application.
AMENDED
Equitable Services Allocation Process

STEP 3

YOU ARE REQUIRED TO CONSULT WITH ALL PRIVATE SCHOOLS WHO WISH TO PARTICIPATE IN ESSER I PROGRAMS.

POINTS TO CONSIDER DURING CONSULTATION:
- Discuss new methodology
- Calculation Process
- Data to be Collected and Verified
- Implementation Plan Revisions
Complete the AMENDED Equitable Services Implementation Form using data from the AMENDED Private School Survey.

This form must be completed and signed by both the LEA Representative and Private School Officials.

This form is **required** if you have private schools participating.

Email to CARESapp@alsde.edu with your amended application.
AMENDMENT PROCESS FOR ESSER APPLICATIONS:

1) Update the Budget on page 2 of the ESSER application with any budget allocation changes.

   - **NOTE:** The amount for equitable services should match the total amount from the AMENDED Equitable Services Implementation Form (including any overages due to the inability of retrieving some services from private schools).

<table>
<thead>
<tr>
<th>Function</th>
<th>Object</th>
<th>Program</th>
<th>Amount</th>
<th>Brief Description of Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2) Update the Equitable Services Assurance section on page 3 of the ESSER application to include the following information:

   - How will equitable service funds be used by the private schools?
   - How will timely and meaningful consultation occur with private schools?
   - What is the proposed timeline for services and assistance to be implemented by private schools?

   Provide a brief explanation of the following: How will equitable service funds be used by the private schools? How will timely and meaningful consultation occur with private schools? What is the proposed timeline for services and assistance to be implemented by private schools?
3) If you are allocating funds to an area already identified on the original LEA budget, no additional changes are needed.

4) If you are allocating funds for new services, update the necessary narrative boxes to reflect the updated budget.
   ➢ For example: You did not allocate funds for PPE but now would like to purchase PPE.

5) Once all revisions are completed, please have the CSFO and Superintendent sign the application.

6) Email the amended application & **ALL** Updated Equitable Services Documentation to CARESapp@alsde.edu for review and approval.
   ➢ NOTE: The approval process will work the same as the original submission. LEAs will be contacted if any issues arise in the review process. LEAs will receive an email once the amended application is approved.

**REMINDER:** The TOTAL ESSER I allocation should be updated to reflect the NEW Non-Public Equitable Services and Public allocations based on the January 2021 allocation sheet.
Office Hours

Tuesday, March 23rd 10 AM – 11 AM
Link: https://alsde.webex.com/alsde/j.php?MTID=mf906caa9ade224e83070b964ec37c705
Meeting Number (Access Code): 145 803 0436
Meeting Password: 2ZJeKHKfU73
Join by Phone Telephone Number: 1-650-479-3208

Thursday, March 25th 10 AM – 11 AM
Link: https://alsde.webex.edu/alsde/j.php?MTID=m01bfb4012ca5964e89c7baf294e7b767
Meeting Number (Access Code): 145 650 8039
Meeting Password: 3x63KK95NHK
Join by Phone Telephone Number: 1-650-479-3208
THANK YOU FOR JOINING US!