American Rescue Plan Act of 2021 - Elementary and Secondary Schools

**Program:**
American Rescue Plan Act of 2021 - Elementary and Secondary Schools
Emergency Relief Fund (ARP-ESSER)

**Project Code:**
795

**Revenue Code:**
4689

**Fund Code:**
11 and/or 21

**Funding Period:**
The funds for this grant cycle MUST be encumbered by June 30, 2021. Remaining funds may be carried over into the next fiscal year for a complete period of availability through Sept. 30, 2024.

**Funding:**
CFDA - 84.25U

**Authority:**
Public Law Number 117-2

**Purpose:**
The American Rescue Plan Act of 2021 (ARP) provides an additional $170.3 billion for the Elementary and Secondary School Relief Fund (ESSER).
## Contact Information

* Denotes required field

### Application Approval / Disapproval Copy Email Addresses

- Check to add up to five (5) email addresses to receive copies of automated approval/disapproval notices. Only the Superintendent or Authorized Representative will receive an email notification and does not need to be included in this list. Any other users who should receive notification should be listed.
- Add Additional Email Address

### Superintendent:

- **Name***
- **Address 1***
- **Address 2***
- **City***
- **State***
- **OK***
- **Zip+4***
- **Phone***
- **Extension***
- **Fax***
- **Email***

### Contact Person:

- **Last Name***
- **First Name***
- **Phone***
- **Extension***
- **Email***

### Alternate Contact Person:

- **Last Name***
- **First Name***
- **Position/Title***
- **Email***
- **Phone***
- **Extension***
Assurances

American Rescue Plan of 2021
Elementary and Secondary School Emergency Relief Fund (ESSER III)

By checking this box and saving the page, the applicant hereby certifies that he/she has read, understood and will comply with the assurances listed below that will apply to any subsequent application amendments of all federal programs in which the LEA participates.

The Local Educational Agency (LEA) hereby assures the Oklahoma State Department of Education that:

1. The LEA, as a recipient of funds under the ARP, understands the general assurances agreed to in the OSDE’s GMS (Grants Management) system, as well as those in 20 U.S.C. § 1232e, also apply to the ARP funds.
2. The LEA will comply with the regulations and requirements outlined in the Uniform Grant Guidance (UGG), including 2 CFR § 200 and the Education Department Administrative Regulations (EDGAR).
3. Section 427 assurances
   a. The LEA will assist the OSDE and USDE in implementing the USDE’s mission to ensure equal access to education and to promote educational excellence throughout the Nation, by –
      i. Ensuring equal opportunities to participate for all eligible students, teachers, and other program beneficiaries in any project or activity carried out under an applicable program; and,
      ii. Promoting the ability of such students, teachers and beneficiaries to meet high standards.
   b. The USDE and OSDE shall require each applicant for assistance under an applicable program (other than an individual) to develop and describe in such applicant’s application the steps such applicant proposes to take to ensure equitable access to, and equitable participation in, the project or activity to be conducted with such assistance, by addressing the special needs of students, teachers and other program beneficiaries in order to overcome barriers to equitable participation, including barriers based on gender, race, color, national origin, disability and age.
   c. The LEA will participate and cooperate with the OSDE and USDE if criteria are established and technical assistance is provided for meeting the requirements of this section.
4. The LEA, as a recipient of funds under the ARP, a program administered by the USDE and OSDE, agrees to develop, submit on a timeline determined by OSDE, and make available a plan for the LEA’s use of the ARP ESSER funds. The LEA agrees that its plan will be developed with meaningful consultation of stakeholders, opportunity to meaningful public comment, and include the requirements identified by the USDE and/or OSDE, which at a minimum will include:
   a. The extent to which and how the funds will be used to implement prevention and mitigation strategies that are, to the greatest extent practicable, consistent with the most recent CDC guidance on reopening schools, in order to continuously and safely open and operate schools for in-person learning and maximize in-person instruction time;
   b. How the LEA will use the funds it reserved under section 2001(e)(1) of the ARP Act [20% of ESSER ARP Act formula funds] to address the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year, and how information about planning and delivering such programs will be distributed to teachers;
   c. How the LEA will spend its remaining ARP ESSER funds consistent with the uses authorized in section 2001(e)(2) of the ARP Act; and,
d. How the LEA will ensure that the interventions it implements, including but not limited to those implemented under section 2001(e)(1) [20% set-aside], will respond to the academic, social, emotional and mental health needs of students, and particularly those students disproportionately impacted by COVID-19, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care and migratory students.

5. The LEA, as a recipient of federal funds under the ARP will determine the most important educational needs as a result of COVID-19, propose a timeline for providing services and assistance to students and staff, determine the extent to which the LEA intends to use funds awarded under the ARP to promote the authorized purposes and uses, and determine how the LEA intends to assess and address student learning loss resulting from the disruption in educational services. This information should be documented by the LEA and be available upon request by the OSDE;

6. The LEA will address the disproportionate impact of the COVID-19 pandemic on underserved students (i.e., students from low-income families, students from racial or ethnic groups (e.g., identifying disparities and focusing on underserved student groups by race or ethnicity), gender (e.g., identifying disparities and focusing on underserved student groups by gender), English learners, children with disabilities, students experiencing homelessness, children and youth in foster care, and migratory students), as required under section 2001(f) of the ARP Act;

7. The LEA will ensure that funds awarded under the ARP Act are used for allowable activities, will be reasonable, necessary, allocable under section 2001 of the ARP Act and meet the purpose and use of the ARP Act (to prepare for, prevent and respond to COVID-19). Further, the LEA, as a recipient of funds under section 2001 of the ARP, will reserve not less than twenty percent (20%) of such funds to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs, and ensure that such interventions respond to the students’ academic, social, and emotional needs and address the disproportionate impact of the coronavirus on the student subgroups described in section 1111(b)(2)(B)(xi) (each major racial and ethnic group, economically disadvantaged students, children with disabilities, English learners, gender, migrant status, students experiencing homelessness, children and youth in foster care, and migratory students) of the Elementary and Secondary Education Act of 1965 (20 USC § 6311(b)(2)(B)(xi), students experiencing homelessness, and children in foster care;

8. The LEA, as a recipient of funds under section 2001 of the ARP agrees to develop and comply with the requirements for a safe return to in-person instruction as required in section 2001(i) of the ARP, the USDE’s interim final rule and any subsequent requirements from USDE and/or OSDE.

9. The LEA will not use ARP Act funds for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID-19 and pursuant to an approved LEA policy. Further, for use of funds for incentive pay, the LEA agrees to comply with the requirements in federal regulations, including 2 CFR § 200.430.

10. The LEA will establish and use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for, Federal funds paid to the LEA under the ARP Act. LEA will utilize Grants Management System (GMS) to budget and report financial expenditures relating to ESSER III funds provided under the ARP Act. Further, upon request by OSDE, the LEA will provide documentation to support claims for expenditures, including expenditure ledgers, invoices, receipts and documentation to support purchases and proof of services received;

11. LEA will not materially modify or deviate from the subgrant proposal and application, including the budget therein and further specified in this Agreement and Attachment hereto without prior written approval from OSDE. Any requests for modification or deviation from the subgrant application must be submitted in writing to OSDE and may not be implemented without OSDE approval;

12. LEA will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds;

13. LEA will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain;

14. LEA will implement and continue to provide a drug-free workplace as required by the Drug-Free Workplace Act of 1988, and implementing regulations at 34 CFR Part 85, Subpart F;

15. The LEA will adopt and use proper methods of administering ARP funds and all federal funding, including:
a. The enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each federal award; and,
b. The correction of deficiencies in operations that are identified through audits, monitoring, or evaluation.

16. The LEA, as a recipient of funds under the ARP and ESSER III, will comply with all reporting requirements at such time and in such manner and containing such information as the OSDE may subsequently require. (See also 2 CFR §§ 200.328-200.330). The OSDE may require additional reporting in the future, which may include: LEA's consultation with stakeholders in the development and planning or the use of ARP Act ESSER funds, LEA plans for the use of ARP Act ESSER funds, identification of the impacts of COVID-19 on student learning and student well-being, LEA operating status (mode of instruction, enrollment, and attendance), LEA reopening and sustaining operations plans and protocols, uses of funds by the LEA or other contracted entities, as well as documentation and information to demonstrate compliance with applicable laws and/or the OSDE’s ESSER State Plan.

17. The LEA, as a recipient of funds under the ARP Act, will ensure as the sub-recipient of ESSER funds that it will cooperate with any examination of records, monitoring or audit, and any related policies, with respect to such funds by making records available for inspection, production, and examination, and authorized individuals available for interview and examination, upon the request of (i) OSDE (ii) the United States Department of Education and/or its Inspector General; or (iii) any other federal or state agency, commission, or department in the lawful exercise of its jurisdiction and authority. LEA acknowledges and agrees that records pertaining to the ARP ESSER award under 2 CFR § 200.334 and 34 CFR § 76.730, including financial records related to use of grant funds, will be retained separately from other grant funds, including funds the LEA receives under the CARES Act and/or the CRRSA Act. LEA acknowledges and agrees that noncompliance with the subgrant award, terms, and/or applicable laws or regulations may subject the subgrantee to sanctions as determined appropriate by OSDE, including but not limited to reduction of grant award and recoupment of funds.

18. The LEA, as a recipient of funds under the ARP will comply with the provisions of all applicable acts, regulations and assurances, including the Oklahoma School Code, the Oklahoma Administrative Code at Title 210, orders and guidance from the Oklahoma State Department of Education (OSDE)/Oklahoma State Board of Education (OSBE), and the following provisions of Education Department General Administrative Regulations (EDGAR) 34 CFR parts 76, 77, 81, 82, 84, 97, 98, and 99; the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3474; and the Uniform Guidance in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474.

19. The LEA will ensure that any and all internet connectivity purchases are in compliance with the Child Internet Protection Act (CIPA).

20. The LEA will conduct all its operations so that no person shall be excluded from participation in, be denied the benefits of, or be subject to discrimination under any ARP ESSER program or activity based on race; color; national origin, which includes a person’s limited English proficiency or English learner status and a person’s actual or perceived shared ancestry or ethnic characteristics; sex; age; or disability. These non-discrimination obligations arise under Federal civil rights laws, including but not limited to Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975. In addition, the LEA must comply with all regulations, guidelines, and standards issued by the United States Department of Education under any of these statutes.

21. The LEA will comply with all ARP Act and other ESSER requirements and all requirements of its Grant Award Notification, including but not limited to:
   a. Complying with the maintenance of equity provisions in section 2004(b) of the ARP Act; and,
   b. Complying with the Local Educational Agency Maintenance of Equity for High-Poverty Schools provisions in section 2004(c) of the ARP Act.

22. The recipient has been informed of the requirements imposed by Federal laws, regulations, and the provisions of contracts or grant agreements as well as any supplemental requirements imposed by the Oklahoma State Department of Education; and,

23. The LEA, as a recipient of funds under the ARP, will comply with the provisions of all applicable acts, regulations, and assurances, including the Oklahoma School Code, the Oklahoma Administrative Code at Title 210, orders and guidance from the Oklahoma State Department of Education (OSDE)/Oklahoma State Board of Education (OSBE), and the following provisions of Education Department General Administrative Regulations (EDGAR): 34 CFR parts 76, 77, 81, 82, 84, 97, 98, and 99; the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR Part 180, as
To the best of my knowledge and belief, all the information and data in this agreement are true and correct. I acknowledge and agree that the failure to comply with all Assurances and Certifications in this agreement, all relevant provisions and requirements of the ARP, or any other applicable law or regulation may result in liability under the False Claims Act, 33 U.S.C § 3729, et seq., OMB Guidelines to Agencies on Governmentwide Department and Suspension (Nonprocurement) in 2 CFR Part 180, as adopted and amended as regulations of the USDE in 2 CFR Part 3485, and 18 U.S.C. § 1001, as appropriate.

Assurances Fully Agreed to By: 
Assurances Fully Agreed To: 

adopted and amended as regulations of the Department in 2 CFR Part 3485; OMB Standard Forms 424B and D; and the Uniform Guidance in 2 CFR Part 200, as adopted and amended as regulations of the Department in 2 CFR Part 3474.
Section 2001[i](i) of the ARP requires each LEA that receives ARP ESSER funds to develop and make publicly available on the LEA’s website, not later than 30 days after receiving ARP ESSER funds, a plan for the safe return to in-person instruction and continuity of services for all schools, including those that have already returned to in-person instruction. Section 2001[i](i)(2) of the ARP requires that the LEA seek public comment on the plan and take those comments into account in the development of the plan. Finally, section 2001[i](i)(3) of the ARP provides that an LEA that developed a plan for the safe return to in-person instruction prior to the date of enactment may be deemed to meet the requirement to develop such a plan so long as the plan meets the statutory requirements (is publicly available on the LEA’s website and was developed after seeking and accounting for public comment).

An LEA’s plan must include how it will maintain the health and safety of students, educators and other LEA staff, and the extent to which it has adopted policies, a description of any such policies, on each of the CDC’s safety recommendations. More particularly, the CDC safety recommendations that are to be addressed are:

1. Universal and correct wearing of masks;
2. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);
3. Handwashing and respiratory etiquette;
4. Cleaning and maintaining healthy facilities, including improving ventilation;
5. Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments;
6. Diagnostic and screening testing;
7. Efforts to provide vaccinations to school communities;
8. Appropriate accommodations for children with disabilities with respect to health and safety policies; and,
9. Coordination with State and local health officials.

Further, each plan must describe how the LEA will ensure a continuity of services, including but not limited to services to address students’ academic needs and students’ and staff social, emotional, mental health and other needs, which may include student health and food services. During the period of availability of ARP ESSER funds (September 23, 2024, includes the Tydings Amendment), an LEA must periodically, but no less frequently than every six months, review and, as appropriate, revise its plan. If the LEA reviews its plan, the revised plan must address each of the aspects of safety currently recommended by the CDC or, if updated by the CDC, each of the updated recommendations.

If the LEA previously developed a plan and did not address each of the required aspects of safety established, the LEA must accordingly revise its plan consistent with those requirements and do so no later than six months after it last reviewed its plan. Finally, the LEA’s return to in-person and continuity of services plan must be provided in an understandable and uniform format, written in a language that parents can understand or orally translated, to the extent practicable, and upon request by a parent who is an individual with a disability, provided in an alternative format accessible to that parent.

1. **Upload the LEA plan for safe return to in person instruction.**

   No files are currently uploaded for this page.

2. **Upload the LEA consultation agendas and sign in sheets**

   Browse... Upload

   No files are currently uploaded for this page.

3. **Enter the URL where the plan is located on the LEA Website**

   Date the plan was posted:

   Allowable file types are: Microsoft Word (.doc/.docx) and Adobe PDF.

   Files must be less than 10MB in size, and the file name should not include special characters (i.e., @, $, % etc.).

   Uploaded documents cannot be deleted. However, if an updated version will be uploaded, please make comments in the textbox. Attempting to upload a file that does not comply with these restrictions will result in errors and loss of unsaved data.
In developing its plan, an LEA must engage in consultation with stakeholders and give the public an opportunity to provide input. Specifically, the LEA must engage in meaningful consultation with students, families, school and district administrators (including special education administrators), teachers, principals, school leaders, other educators, staff and unions. Further, the meaningful consultation must extend to Tribes, civil rights organizations (including disability rights organizations) and stakeholders representing interests of children with disabilities, English Learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated and other underserved students. Finally, the LEA’s plan must be in an understandable and uniform format, written in a language that parents can understand, orally translated and, upon request by a parent who is individual with a disability, provided in an alternative format accessible to that parent. The Plan must consist of the following:

- The extent to which and how the funds will be used to implement prevention and mitigation strategies that are, to the greatest extent practicable, consistent with the most recent CDC guidance on reopening schools, in order to continuously and safely open and operate schools for in-person learning;
- How the LEA will use the funds it reserved under section 2001(e)(1) of the ARP Act [20% of ESSER ARP Act formula funds] to address the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year;
- How the LEA will spend its remaining ARP ESSER funds consistent with the uses authorized in section 2001(e)(2) of the ARP Act; and
- How the LEA will ensure that the interventions it implements, including but not limited to those implemented under section 2001(e)(1) [20% set-aside], will respond to the academic, social, emotional and mental health needs of students, and particularly those students disproportionately impacted by COVID-19, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care and migratory students

1. **Upload the LEA plan for Use of ARP ESSER Funds.**
   
   *No files are currently uploaded for this page.*

2. **Upload the LEA consultation agenda and sign in sheets**
   
   *No files are currently uploaded for this page.*
   
   [Delete Selected Files]

3. **Enter the URL where the plan is located on the LEA Website**
   
   Date the plan was posted: 
   
   Allowable files types are: Microsoft Word (.doc/.docx) and Adobe PDF.
   Files must be less than 10MB in size, and the file name should not include special characters (i.e. #, $, % etc). Uploaded documents cannot be deleted. However, if an updated version will be uploaded, please make comments in the textbox.
   Attempting to upload a file that does not comply with these restrictions will result in errors and loss of unsaved data.
USE OF FUNDS - A local educational agency that receives funds under this section -

(1) shall reserve not less than 20 percent of such funds to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs, and ensure that such interventions respond to students’ academic, social, and emotional needs and address the disproportionate impact of the coronavirus on the student subgroups described in section 1111(b)(2)(B)(i)(II) of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6311(b)(2)(B)(i)(II)), students experiencing homelessness, and children and youth in foster care; and

(2) shall use the remaining funds for any of the following:

(A) Any activity authorized by the Elementary and Secondary Education Act of 1965.
(B) Any activity authorized by the Individuals with Disabilities Education Act.
(C) Any activity authorized by the Adult Education and Family Literacy Act.
(E) Coordination of preparedness and response efforts of local educational agencies with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to coronavirus.
(F) Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population.
(G) Developing and implementing procedures and systems to improve the preparedness and response efforts of local educational agencies.
(H) Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases.
(I) Purchasing supplies to sanitize and clean the facilities of a local educational agency, including buildings operated
(J) Planning, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the Individuals with Disabilities Education Act and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.
(K) Purchasing educational technology (including hardware, software, and connectivity) for students who are served by the local educational agency that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and children with disabilities, which may include assistive technology or adaptive equipment.
(L) Providing mental health services and supports, including through the implementation of evidence-based full-service.
(M) Planning and implementing activities related to summer learning and supplemental afterschool programs, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, children with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care.
(N) Addressing learning loss among children, including low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care, of the local educational agency, including by—
   i) administering and using high-quality assessments that are valid and reliable, to accurately assess students’ academic progress and assist educators in meeting students’ academic needs, including through differentiating instruction;
   ii) implementing evidence-based activities to meet the comprehensive needs of students;
   iii) providing information and assistance to parents and families on how they can effectively support students, including in a distance learning environment; and
   iv) Tracking student attendance and Improving student engagement in distance education.
(O) School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.
(P) Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and non-mechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacement.
(Q) Developing strategies and implementing public health protocols including, to the greatest extent practicable, policies in line with guidance from the Centers for Disease Control and Prevention for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff.
(R) 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.
Learning Loss Activities

(1) LEAs shall reserve not less than 20 percent of such funds to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive after school programs, or extended school year programs, and ensure that such interventions respond to students' academic, social and emotional needs and address the disproportionate impact of the coronavirus on the student subgroups described in section 1111(b)(2)(B)(iv) of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6311(b)(2)(D)(iv)), students experiencing homelessness, and children and youth in foster care.

Describe the LEA plan to address the learning loss through the implementation of evidence-based interventions and how such interventions respond to the students' academic, social, and emotional needs and address the disproportionate impact of the coronavirus on the student subgroups.

☑ Comprehensive Afterschool Programs

Explanation/Description (0 of 2000 maximum characters used)

☑ Summer Learning or Summer Enrichment

Explanation/Description (0 of 2000 maximum characters used)

☑ Extended Day

Explanation/Description (0 of 2000 maximum characters used)

☑ Extended School Year Programs

Explanation/Description (0 of 2000 maximum characters used)

☑ Other Evidence-based Interventions

Explanation/Description (0 of 2000 maximum characters used)
### Allocations

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<td>Sub Total</td>
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### Multi-District

| Transfer In (+)          |               |                 |
| Transfer Out (-)         |               |                 |
| Administrative Agent     |               |                 |

### Adjusted Sub Total

### Total Available for Budgeting

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## Budget Detail

Itemize and explain each expenditure amount that appears on the Budget Summary.

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Notes: The District Level Budget page is identified by '000'

**Site:** 000

Total Allocation Available for Budgeting: **$4,736,807.33**

To obtain additional detail lines, fill in all blank lines, and click Save Page. Three (3) more blank lines will then be added at the bottom.

<table>
<thead>
<tr>
<th>Function/Object Code</th>
<th>Site Level</th>
<th>Use of Funds</th>
<th>Expenditure Description and Itemization</th>
<th>ARP Funds</th>
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</table>

Total Displayed: **$0.00**
### Notes:
All teachers and paraprofessionals working in a program supported with funds under this part meet applicable State certification and licensure requirements, including any requirements for certification obtained through alternative routes to certification. [ESSA, Section 1111(g)(2)(III)]

Notes: For certified staff, enter the Teacher Number. If the teacher number is less than six digits, add zeros at the beginning of the number. For non-certified/support staff, enter the last four digits of the Social Security Number (SSN).

Do not enter certification area code for non-certified/support staff.
Certification area codes for certified personnel are required when using job codes 207, 210, or 211.

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<table>
<thead>
<tr>
<th>Status</th>
<th>First Name</th>
<th>Last Name</th>
<th>Teacher&lt;chr&gt;Number&lt;chr&gt;OR Last 4 SSN</th>
<th>DCAS&lt;chr&gt;Function</th>
<th>DCAS&lt;chr&gt;Object</th>
<th>Job Code in SPR</th>
<th>Areas of Cert/Teacher Registry</th>
<th>Position</th>
<th>American Res&lt;chr&gt;Salary (Without Benefits)</th>
<th>Site Code</th>
<th>Delete Row</th>
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**Legend:**
- U: Unverified
- I: Inconsistent
- A: Accreditation Check
- V: Validated

### Button Selection
1. **Save**
   - Certified (207, 210, 211)
   - Non-Certified Other Certified
   - Results: U*: Personnel has not been verified yet with SPR or Accreditation system.

2. **Accredit**
   - A/I (Accredited/Inconsistent)
   - Results: A*: Personnel is consistent with data within the Accreditation system and the data must be corrected or personnel must be removed. Before the SPR System goes live, the application will pass the Consistency Check with "A" and "U" status, and then allowed to be submitted to OSDE.

3. **Validate**
   - V/I (Verified/Inconsistent)
   - Results: V*: After the SPR system goes live, all personnel must receive a "V" to be accepted.

---

Validate Personnel  Accreditation
Supporting Documentation

Supporting documentation pertinent to the project will be uploaded here. The following guidelines apply:

- Allowable file types are: Microsoft Word (.doc/.docx) and Adobe PDF.
- Files must be less than 10MB in size, and the file name should not include special characters (i.e. #, $, % etc.).
- Uploaded documents cannot be deleted. However, if an updated version will be uploaded, please make comments in the textbox.
- Attempting to upload a file that does not comply with these restrictions will result in errors and loss of unsaved data.

If you have uploaded any files for OSDE review please provide a brief description of the contents of each file. 0 of 4000 maximum characters used)

1. [upload other Supporting files.] 

No files are currently uploaded for this page.
The Consistency Check must be successfully processed before you can submit your application.

Assurances have not been agreed to on the Assurance application 5/19/2021
LEA Data Entry
LEA Administrator
Program Review
Final Review