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American Rescue Plan  
Emergency Assistance for Non-Public Schools Application  
(ARP-EANS)

Published October 22, 2021

Applications Due no later than November 19, 2021

#### General Information

Under the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA Act), Pub. L. No. 116-260 (December 27, 2020), Congress first authorized the Emergency Assistance to Non-Public Schools (EANS) program as part of the Governor's Emergency Education Relief (GEER II) Fund to provide emergency services or assistance to non-public schools in the wake of the Coronavirus Disease 2019 (COVID-19). The American Rescue Plan Act of 2021 (ARP Act), Pub. L. No. 117-2 (March 11, 2021), authorized a second round of funding (ARP EANS) to provide services or assistance to non-public schools. With two exceptions, the requirements of ARP EANS are the same as those in section 312(d) of the CRRSA Act. The two exceptions are: (1) a State educational agency (SEA) may only provide services or assistance under ARP EANS to non-public schools that enroll a significant percentage of students from low-income families and are most impacted by the novel Coronavirus Disease 2019 (COVID-19) emergency and (2) an SEA may not use ARP EANS funds to provide reimbursements to any non-public school for costs the school incurred to address the impact of COVID-19 emergency.

The Connecticut State Department of Education (CSDE) may provide services or assistance to non-public schools under the EANS program directly or through a contract with an individual, association, agency, or organization. To better facilitate this program under the deadlines, CSDE has contracted with the State Education Resource Center (SERC) to disseminate and collect applications and to provide the services and assistance under the EANS program. To receive services or assistance under the EANS program, an eligible non-public school must submit an application to SERC. CSDE must prioritize services or assistance to non-public schools that enroll low-income students and are most impacted by COVID-19.

A non-public school may apply to receive a variety of services or assistance from SERC to address educational disruptions resulting from COVID-19. Services and assistance include, for example,

supplies to sanitize, disinfect, and clean school facilities; personal protective equipment (PPE); training and professional development for staff on sanitation, PPE, and minimizing the spread of COVID-19; temporary physical barriers to facilitate social distancing; and educational technology to assist students and teachers with remote or hybrid learning.

All services or assistance provided with EANS funds must be secular, neutral, and non-ideological.

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## **Program Authority**

Section 2002 of the American Rescue Plan Act of 2021 (ARP Act), Public Law 117-2 (enacted on March 11, 2021).

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## **Applicable Regulations**

- The Education Department General Administrative Regulations in 34 CFR parts 76, 77, 81, 82, 84, 86, 97, 98, and 99.
  - The Office of Management and Budget Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485.
  - The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474.
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## **Eligible Non-Public Schools**

For purposes of the ARP EANS program, an eligible nonpublic school is an elementary or secondary school that:

- Is non-profit (Note: A for-profit non-public school is not eligible to receive equitable services for its students and teachers under the EANS program. Section 315(6) of the CRRSA Act defines a “non-public school” as a non-public elementary or secondary school. Section 315(8) of the CARES Act incorporates the definitions in ESEA section 8101 for any terms not defined in the CARES Act. ESEA section 8101(19) and (45) defines “elementary school” and “secondary school,” respectively, and specifies that they must be non-profit.);
- Is accredited, licensed, or otherwise operates in accordance with State law;
- Was in existence prior to March 13, 2020, the date the President declared the national emergency due to COVID-19; and
- Did not, and will not, apply for and receive a loan under the Small Business Administration’s Paycheck Protection Program (15 U.S.C. 636(a)(37)) that is made on or after December 27, 2020.
- Enrolled 40% or greater of students from low-income families. The following sources of data may be used but all data needs to match the income guidelines that are used for Free and

Reduced Lunch Eligibility, which is 185% of the 2020 Federal poverty level ([2019-2020 Free and Reduced Price Lunch Income Eligibility](https://www.govinfo.gov/content/pkg/FR-2019-03-20/pdf/2019-05183.pdf) (<https://www.govinfo.gov/content/pkg/FR-2019-03-20/pdf/2019-05183.pdf>)):

- Data on student eligibility for Free and Reduced Price Lunch under the Richard B. Russell National School Lunch Act,
  - Data from the E-rate program administered by the Federal Communications Commission, or
  - Data from a different source, such as scholarship or financial assistance data; and
  - Has been most impacted by the COVID-19 emergency. The state will utilize the public data available on the number of COVID-19 related infections per capita and deaths per capita in the community served by the non-public school to determine most impacted.
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## **Public Control of Funds**

Control of funds for the services or assistance provided to a non-public school and title to materials, equipment, and property purchased with EANS funds must be in a public agency and a public agency must administer such funds, services, assistance, materials, equipment, and property. CSDE is contracting with SERC to provide services or assistance to non-public schools under the EANS program.

Equipment and supplies purchased with EANS funds for students and teachers in a non-public school may be used for the authorized purposes of the EANS program during the period of performance (i.e., through September 30, 2024) or until the equipment and supplies are no longer needed for the purposes of the EANS program.

In general, once equipment or supplies are no longer needed for purposes of the EANS program, the State Department of Education (SDE) must remove them from the private school. After equipment and supplies are no longer needed for the purposes of the EANS program, the SDE may continue to use the equipment or supplies in the non-public school to the extent they are needed for other allowable purposes under another federal education program, such as the ESEA or the Individuals with Disabilities Education Act (IDEA). In that case, the SDE must retain title to, and maintain administrative control over, the equipment and supplies or transfer title and control to another public agency such as an LEA providing equitable services under another federal education program.

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The application must be submitted online, at <https://ctserc.org/arp-eans>**

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## **Submission Requirements**

Completed applications should be submitted by 5pm on Friday, November 19, 2021. Applicants will be notified of decisions within 30 days of receipt.

For questions regarding the EANS application process please contact:

Leah Grenier  
Connecticut State Department of Education  
Bureau of Fiscal Services  
450 Columbus Boulevard  
Hartford, CT 06103  
[Leah.Grenier@ct.gov](mailto:Leah.Grenier@ct.gov)

For questions on allowable services or assistance, please see the Frequently Asked Questions posted online at <https://oese.ed.gov/files/2021/09/Final-EANS-FAQ-Update-9.17.21.pdf>

If additional information is needed on allowable services or assistance, please contact:

Marjorie Davis  
Associate Director  
State Education Resource Center  
100 Roscommon Drive  
Middletown, CT 06457  
[eans@ctserc.org](mailto:eans@ctserc.org)

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## Contact Information

School Name:\*

Mailing Address (Street number and name):\*

City:\*

State:\*

Zip Code:\*

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## School Authorized Representative Information:

Representative Name:\*

Representative Title:\*

Representative Email Address:\*

Representative Phone Number:\*

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## Business Manager/Chief Financial Officer:

Business Manager/CFO Name:

Business Manager/CFO Title:

Business Manager/CFO Email Address:

Business Manager/CFO Phone Number:

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## Alternate Contact:

Alternate Contact Name:\*

Alternate Contact Title:\*

Alternate Contact Email Address:\*

Alternate Contact Phone Number:\*

## Non-Public School Eligibility

By answering "TRUE" to each question below, the authorized representative of the school applying for assistance (School) affirms that the following is true and correct regarding the school.

In order to be eligible for the EANS program all four eligibility questions must be answered "TRUE." If you answer "FALSE" to any of the below questions, your application will be disqualified.

### 1) The School requesting services or assistance is a non-profit school.

*NOTE: If the "TRUE" box is checked, the School should submit with this application evidence of its tax-exempt status or other evidence that it is operated on a not-for-profit basis.\**

### 2) The School requesting services or assistance is accredited, licensed, or otherwise approved to operate in accordance with State law.

*NOTE: Section 315(6) of the CRRSA Act defines a "non-public school" as a non-public elementary or secondary school. If this box is checked, the School should submit with this application evidence that it is an approved private school or that it files student attendance reports with the Commissioner of Education as set forth Connecticut General Statutes Section 10-188.\**

### 3) The school requesting services or assistance existed and operated prior to March 13, 2020. \*

### 4) The school requesting services or assistance did not and will not apply for and receive a loan under the Small Business Administration's Paycheck Protection Program (PPP) (15 U.S.C. 636(a)(37)) that is made on or after December 27, 2020.

*NOTE: If a non-public school applies for a PPP loan on or after December 27, 2020, but does not receive funds under the PPP, the school may apply for services or assistance under the EANS program, as long as the non-public school meets the requirements and deadlines of this application. If a non-public school applied for or received a PPP loan prior to December 27, 2020, it remains eligible for the EANS program. Similarly, if a non-public school applies for but does not receive services or assistance through EANS, nothing in the Education Stabilization Fund would preclude that non-public school from applying for and receiving a PPP loan on or after December 27, 2020.*

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## Non-Public School Enrollment and Low-Income Data

To be counted as a student from a low-income family for purposes of the ARP EANS program, a student must be aged 5 through 17 from a family whose income does not exceed 185 percent of the 2020 Federal poverty threshold. Please note that in order to be eligible for ARP EANS assistance, the percentage of total students in the school who are students from low-income families **must be 40% or greater**. Answers below 40% will disqualify your application.

A. Total student enrollment of the school in the 2019-2020 school year

B. Number or estimated number of students from low-income families enrolled in the school in the 2019-2020 school year:\*

C. The CSDE will accept a determination that a family is low-income family if a student is entitled to free and reduced price school lunches (see Appendix B for income guidelines). The school should state the source of its information that a student is entitled to free or reduced price school lunches. If data as to free or reduced price lunches is not available, the school may utilize the other data below if available. If the school is using a basis other than entitlement to free or reduced price lunches, the school should explain why the basis used should be acceptable to CSDE. If needed attach additional sheets referring to this section. Please note that other data used needs to match the income guidelines that are used for Free and Reduced Lunch Eligibility (!!!LINK!!!). Please select from the following data sources to indicate how this number or estimated number is determined: Free and Reduced Lunch Eligibility Data\*

Free and Reduced Lunch Eligibility Data

Financial Aid/Tuition Assistance Eligibility Data

E-Rate Data

D. Percentage or estimated percentage of total students in the school who are students from low-income families (i.e., B/A):\*

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## Impact of the COVID-19 Emergency on the Non-Public School

In order to be eligible for ARP EANS assistance, a non-public school must provide information that it has been most impacted by the COVID-19 emergency based on (1) the number of COVID-19 infections per capita in the community or communities served by the non-public school and (2) the number of COVID-19 related deaths per capita in the community or communities served by the non-public school.

For assistance, please refer to the instructions and calculation guide here: ARP EANS Addendum 1: Covid Impact Calculator Worksheet Complete this worksheet and upload it as supporting documentation in the field below.

Number of COVID-19 infections per 100,000: \*

Number of COVID-19 deaths:

5. Please Upload: ARP EANS Addendum 1, Covid Impact Calculator Worksheet \*



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**Paycheck Protection Program (PPP)**

Did the school receive a loan guaranteed under the PPP before December 27, 2020?\*

If the answer is yes, please respond to the following:

What was the total amount of the PPP loan

## Non-Public School Services or Assistance Requested (Descriptions and Downloadable Forms)

Instructions: Determine the categories in which you wish to apply for assistance or services. Download and complete the appropriate form(s). Upload completed forms on the next page of this application.

*(Hint: use the "Save and Return Later" feature at the top right of this page if you need to complete the forms offline and return later to upload them and submit your application.)*

A non-public school may apply to receive the following services or assistance from the SEA or its contractors to address educational disruptions resulting from COVID-19. Below are the categories of service (s) or assistance for which you are able to requesting support:

Services/Assistance that fall under the below categories A through E are sourced through WB Mason and must be requested using the order form.

- A. Supplies to sanitize, disinfect, and clean school facilities (NOTE: this does not include soap or sanitizer dispensers that are affixed to walls or surfaces, only free-standing units)
- B. Personal Protective Equipment (PPE)
- C. Improving ventilation systems, including windows or portable air purification systems to ensure healthy air in the non-public school (NOTE: this does not include capital improvements such as window replacement or HVAC repair) . Examples of eligible items include standalone air purifiers, box fans, A/C units and filters for HVAC that are consumable.
- D. Physical barriers to facilitate social distancing (e.g., Plexiglass shields, Desk shields)
- E. Other materials, supplies, or equipment to implement public health protocols, including guidelines and recommendations from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff during the COVID-19 emergency

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Services/Assistance that fall under the below categories F through L are contracted services that SERC will enter into on behalf of the school. Please use the "SERC Contracted Services Request Form" to request services.

### School Responsibilities:

1. School must identify vendor(s) to contract with State Education Resource Center (SERC) that:
  - a. gives your school authority regarding service details;
  - b. names SERC as payee.
2. Vendors will be independent contractors, not SERC employees.
3. Payments will be made by check, net 60 days.

**\*REMINDER: According to federal guidelines "...the individual, association, agency, or organization [providing service] must be independent of the non-public schools receiving the services or assistance."**

F. Training and professional development for staff on sanitation, the use of ppe, and minimizing the spread of infectious diseases.

G. Expanding capacity to administer coronavirus testing to effectively monitor and suppress coronavirus, to conduct surveillance and contact tracing activities, and to support other activities related to coronavirus testing for students, teachers, and staff at the non-public school (e.g., covid testing, covid testing kits and supplies)

*The State of Connecticut is offering free weekly COVID-19 screening testing during the 2021-22 school year for certain schools through Project COVID DeteCT. Please click on the following link to find out if your school could be eligible for testing through that program:*  
<https://portal.ct.gov/Coronavirus/project-covid-detect>

H. Redeveloping instructional plans, including curriculum development, for remote learning, hybrid learning, or to address learning loss

I. Initiating and maintaining education and support services or assistance for remote learning, hybrid learning, or to address learning loss (e.g., Substitute teachers, classroom assistant, School counselor, small group interventionist, school nurse, intervention and tutoring services, health consultant)

J. Leasing of sites or spaces to ensure safe social distancing to implement public health protocols, including guidelines and recommendations from the cdc (e.g., leased storage space for storage of furniture that needed to be removed to create social distance, leased space to provide more classrooms to increase social distance)

K. Reasonable transportation costs (e.g., transportation costs of students to get to a vaccination clinic or the lease of a bus to provide more social distancing)

L. Improving ventilation systems, including windows or portable air purification systems to ensure health air in the non-public school (NOTE: this would not include any capital improvements that would require any remodeling, large or small, when equipment is removed at the end of the performance period. e.g., . new windows would not be permissible, but repairing old windows to facilitate air flow would be allowable.)

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**Services/Assistance that fall under the below category M are sourced through CDW and must be requested using the order form.**

M. Educational technology (including hardware, software, connectivity, assistive technology, and adaptive equipment) to assist students, educators, and other staff with remote or hybrid learning

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## **Attach/Upload Completed Forms and Related Documents**

Submit evidence of your school's tax-exempt status or other evidence that the school is operated on a not-for-profit basis.\*

WB Mason Order Form - Attach/Upload your Completed WB Mason Order Form Here

CDW Order Form - Attach/Upload your Completed CDW Order Form Here

SERC Contracted Services Request Form

One Contracted Service Per form; You may submit up to 10 completed Request Forms at once

Do not submit the application without uploading *ALL* necessary supporting documents (use the Save and Continue Later feature at the top right of the page to return to the survey later if you need to complete supporting documents).

Once this application is submitted, no further changes or additions may be made.

Thank You!