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**Emergency Assistance to Non-Public Schools (EANS) Program**

**Application**

 **Round 1 Re-Opening**

 Applications Due: June 15, 2021

Published: June 1, 2021

Contact:

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Bureau of Fiscal Services

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**General Information**

The Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act was signed into law on December 27, 2020 and provides another round of funding for States to respond to the COVID-19 pandemic in K-12 schools. The CRRSA Act provides $5.4 billion for the Emergency Assistance for Non-Public Schools (EANS) program, which is part of the Governor’s Emergency Education Relief (GEER II) Fund. Under the EANS program, the U.S. Department of Education awarded grants by formula to each Governor to provide services or assistance to eligible non-public schools to address the impact that the Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on non-public school students and teachers in the State.

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; educational technology to assist students and teachers with remote or hybrid learning; and reimbursement of most allowable expenses incurred after March 13, 2020. See Part D of this application for a list of allowable services.

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

**Program Authority**

Section 312(d) of title III of the CRRSA Act, Pub. Law 116-260 (enacted December 27, 2020).

**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.

**Eligible Non-Public Schools**

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

1. 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.);
2. is accredited, licensed, or otherwise operates in accordance with State law;
3. was in existence prior to March 13, 2020, the date the President declared the national emergency due to COVID-19; and
4. 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.

**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.

**Submission Requirements**

Completed applications should be e-mailed to eans@ctserc.org by **5pm on Tuesday, June 15, 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

**For questions on allowable services or assistance, please see the Frequently Asked Questions posted online at** <https://oese.ed.gov/offices/education-stabilization-fund/emergency-assistance-non-public-schools/>.  **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

**PART A:  Cover Sheet**

|  |  |
| --- | --- |
| School Name (Please provide the School’s Full Legal Name): |       |
| Mailing Address (Street Number and Name, City, State, Zip): |       |
| School Authorized Representative: |       |
| \_Phone Number: |       |
| Email: |       |
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| Date: |       |

I certify to the best of my knowledge and belief, all of the information in this application is true and correct. I further understand that knowingly making a false statement or misrepresentation on this application may subject me to criminal or civil penalties under applicable State and Federal laws.

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|       |  |       |
| Signature of Authorized Representative of the School |  | Date  |

**Paperwork Burden Statement** According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1810-0751. The time required to complete this information collection is estimated to average 2 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this collection, please write to: U.S. Department of Education, Washington, DC 20202-4537.

**PART B: Non-Public School Eligibility**

By **checking each box** below, the authorized representative of the school applying for assistance (School) affirms that the following is true and correct regarding the school.

[ ]  The School requesting services or assistance is a non-profit school.

NOTE: If this 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.

[ ]  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.

[ ]  The school requesting services or assistance existed and operated prior to March 13, 2020.

[ ]  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.

[ ]  None of the services or assistance for which I am requesting support in Part D of this application have already been supported by a loan under the PPP.

**PART C: Non-Public School Data**

Section 312(d)(3)(C) requires an SEA to prioritize services or assistance to non-public schools that enroll low-income students and are most impacted by COVID-19. Accordingly, the State requests that the school provide the data described below. Such data must not include personally-identifiable information about students or their families.

1. **Enrollment and Low-Income Data**
2. Total student enrollment of the school in the 2019-2020 school year:
3. Number or estimated number of students from low-income families enrolled in the school in the 2019-2020 school year:
4. 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 select from the following data sources to indicate how this number or estimated number is determined:

[ ]  Free and Reduced Lunch Eligibility Data

[ ]  Financial Aid/Tuition Assistance Eligibility Data

[ ]  E-Rate Data

[ ]  Proportionality Data (the number of students enrolled in a non-public school who reside in a Title I school attendance area multiplied by the percentage of public school students in that same attendance area who are from low-income families. If the non-public school has students who reside in more than one Title I school attendance area, multiple calculations would be necessary)

[ ]  Other (data imputing the number of students from low-income families based on the American Community Survey (ACS) or the Small Area Income and Poverty Estimates (SAIPE) program by the U.S. Census Bureau)

1. Percentage or estimated percentage of total students in the school who are students from low-income families (i.e., 1.B/1.A):      %
2. **Paycheck Protection Program (PPP)**
3. Did the school receive a loan guaranteed under the PPP *before* December 27, 2020?

[ ]  Yes.

[ ]  No.

1. If the answer to 2.A is yes, please respond to the following:
2. What was the total amount of the PPP loan? $
3. Do you assure that any funds received under the EANS program will be services or assistance not already funded by the PPP loan?

[ ]  Yes.

[ ]  No.

1. **State the Impact of COVID-19 on the School’s Finances. Use additional sheets (not more than 2 pages) referring to this section if necessary.**

Please describe the Impact of COVID-19 on the School and its Finances**.** Factors may include, but are not limited to (1) loss of tuition revenue; (2) decrease in enrollment; (3) lack of capacity to provide remote learning due to insufficient technological support, (4) data documenting the extent of learning loss attributable to the educational disruptions caused by COVID-19, and any other issues or circumstances that will explain the effect of COVID-19 on the operations of the School.

*[Optional]***4. Whether the Non-Public School Received Equitable Services Under the CARES Act**

Did the school receive equitable services from an LEA under the CARES Act?

[ ]  Yes.

[ ]  No.

**PART D: Non-Public School Services or Assistance Requested**

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. Please select the service (s) or assistance for which you are requesting support:

[ ]  Supplies to sanitize, disinfect, and clean school facilities

[ ]  Personal Protective Equipment (PPE)\**Please see list on page 10*

[ ]  Improving ventilation systems, including windows or portable air purification systems

[ ]  Physical barriers to facilitate social distancing

[ ]  Other materials, supplies or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety

[ ]  Educational technology

[ ]  Redeveloping instructional plans for remote or hybrid learning or to address learning loss

[ ]  Leasing sites or spaces to ensure social distancing

[ ]  Reasonable transportation costs

Training and Professional Development Opportunities (Please elaborate your needs in the space provided)

[ ]  Training and professional development for staff on sanitization, the use of PPE, and minimizing the spread of infectious diseases.      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Expanding capacity to administer coronavirus testing to effectively monitor and suppress the virus      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Reimbursement for the expenses of any services or assistance described above that a non-public school incurred on or after March 13, 2020, except for:

* Improvements to ventilation systems (including windows), except for portable air purification systems, which may be reimbursed.
* Staff training and professional development on sanitization, the use of PPE, and minimizing the spread of COVID-19.
* Developing instructional plans, including curriculum development, for remote or hybrid learning or to address learning loss.
* Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss.
* Any expenses reimbursed through a loan guaranteed under the PPP (15 U.S.C. 636(a)) prior to December 27, 2020.

**For additional information on allowable services or assistance, please see the Frequently Asked Questions posted online at** <https://oese.ed.gov/offices/education-stabilization-fund/emergency-assistance-non-public-schools/>

\*Examples of Personal Protective Equipment (PPE). Please check to indicate requested items:

﻿

[ ]  3 ply disposable masks for adults and kids

[ ]  N95 mask

[ ]  KN 95 mask

[ ]  Face-shield

[ ]  Disposable Cotton Face mask

[ ]  Sanitizer (2oz, 4oz, 8oz pump,  16oz pump, 32oz pump, 64oz pump, 1 gallon pump)

[ ]  Touch Free Electric Hand Sanitizer / Soap dispenser

[ ]  Hand held Sprayer and Mister

[ ]  Antibacterial Hand Soap

[ ]  Powder Free Gloves

[ ]  Goggles

 [ ]  No-Touch Infrared Forehead Thermometer

 [ ]  Wipes – Disinfecting, Alcohol

 [ ]  Social Distancing Stickers/Floor Decals

 [ ]  Other, please specify:

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**Table 1: Requests for Reimbursement of Previous Expenses:**

NOTE: To maintain control over the EANS funds, the CSDE must ensure that the non-public school’s expenditures are allowable expenses, that the non-public school has sufficient documentation supporting such expenditures, and that CSDE gains title to materials, equipment, and property for which it provides reimbursement. Thus, the non-public school must provide documentation, such as paid invoices or receipts, related to items for which a non-public school is requesting reimbursement.

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| **Service or Assistance** | **Description** | **Dollar amount** |
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| **TOTAL** | **n/a** | **[Sum of lines above]** |

**Table 2: Requests for Future Services or Assistance (or Reimbursement of Future Expenses)**

NOTE: To maintain control over the EANS funds, the CSDE must ensure that the non-public school’s expenditures are allowable expenses, that the non-public school has sufficient documentation supporting such expenditures, and that CSDE gains title to materials, equipment, and property for which it provides reimbursement. Thus, the non-public school must provide documentation, such as paid invoices or receipts, related to items for which a non-public school is requesting reimbursement.

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| **Service or Assistance** | **Description** | **Anticipated approximate dollar amount** |
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| **TOTAL** | **n/a** | **[Sum of lines above]** |

**Table of Contents for Appendix or Attachments**

Attach all required documents to this application. In the table below, identify and briefly describe each attachment and provide the page number on which it can be found.

**Required Attachments**

* Documentation, such as paid invoices, related to items for which the non-public school is requesting reimbursement.
* IRS letter of determination, State Certificate of Incorporation or other evidence of non-profit status.
* Evidence that the school is an approved private school or that files student attendance reports with the Commissioner of Education as set forth Connecticut General Statutes Section 10-188.

**Other Attachments as Necessary**

* Additional sheets if necessary to describe the basis and source of low-income data in Part C. 1. C.
* Evidence quantifying the impact of COVID-19 on the non-public school.

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| **Attachment Name/Number/Description** | **Page** |
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**Appendix A: Information for an SEA Regarding Calculating the Number of Students from Low-Income Families**

To the extent non-public schools have the following readily available, possible data sources might include:

* *free or reduced-price lunch data,*
* *scholarship or financial assistance data,*
* *E-Rate data, or*
* *other relevant data, such as data that the non-public school has provided to the State for purposes of State or local programs.*

For non-public schools where such data are not readily available, and in order to avoid new or unnecessary data collections from non-public schools and families, the following are potential sources of estimates of the number of students from low-income families:

* *data imputing the number of students from low-income families based on the American Community Survey (ACS) or the Small Area Income and Poverty Estimates (SAIPE) program by the U.S. Census Bureau,[[1]](#footnote-2)or*
* *proportionality data: the number of students enrolled in a non-public school who reside in a Title I school attendance area multiplied by the percentage of public school students in that same attendance area who are from low-income families. If the non-public school has students who reside in more than one Title I school attendance area, multiple calculations would be necessary.*

#

**Appendix B: Resources**

[U.S. Department of Education Emergency Assistance for Non-Public Schools Webpage](https://oese.ed.gov/offices/education-stabilization-fund/emergency-assistance-non-public-schools/) (oese.ed.gov/offices/education-stabilization-fund/emergency-assistance-non-public-schools/)

[Emergency Assistance to Non-Public Schools (EANS) Program Frequently Asked Questions](https://oese.ed.gov/files/2021/01/Final_EANS_FAQs_1.14.21.pdf) (oese.ed.gov/files/2021/01/Final\_EANS\_FAQs\_1.14.21.pdf)

[Governor’s Emergency Education Relief Fund II Fact Sheet](https://oese.ed.gov/files/2021/01/FINAL_-GEER_FactSheet_1.8.21.pdf) (https://oese.ed.gov/files/2021/01/FINAL\_-GEER\_FactSheet\_1.8.21.pdf)

[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)

1. *If using ACS data, the SEA might request that the non-public school determine the number of enrolled students in the 2019-2020 school year that resided in particular Census tracts. Information about identifying the Census tract of a particular address is available at* [*https://www2.census.gov/data/api-documentation/Address%20Search%20-%20Geocoder%20and%20TIGERweb/How%20to%20Find%20Geo%20Info%20from%20Address.pdf*](https://www2.census.gov/data/api-documentation/Address%20Search%20-%20Geocoder%20and%20TIGERweb/How%20to%20Find%20Geo%20Info%20from%20Address.pdf)*. The SEA could then apply the ACS data about the poverty rate in each of those Census tracts to estimate the number of students from low-income families enrolled in the school. This method will work best when most students at a non-public school live in a small number of Census tracts. If using this approach, an SEA could include the table below in Part C.1.B.*

|  |  |
| --- | --- |
| ***Census Tract Number*** | ***Number of Enrolled Students in the*** ***2019-2020 School Year*** |
|  |  |
|  |  |
|  |  |

 [↑](#footnote-ref-2)