

Training to Complete the Required US Department of Education Annual ESSER Report

Public LEA – Data gathering

March 10, 2022

ESSER Funding

School districts have received a significant amount of ESSER funding since April 2020.

Name	ND Allocation	Date Awarded	Deadline to Spend
CARES – ESSER I	\$33.3 million	April 2020	September 30, 2022
CRRSA – ESSER II	\$135.9 million	December 2020	September 30, 2023
ARP- ESSER III	\$305.3 million	March 2021	September 30, 2024

Purpose

The purpose of today's training is to share with school personnel the United States Education Department (USED) Annual ESSER reporting UPDATED requirements and review the UPDATED process for completing the required USED report.

Agenda

- Report Overview
- Review & Approval Process
- Questions

Long-range Timeline

2020 - 2021 Annual Reporting	Due Date	
ESSER I - 2 nd Annual Report ESSER II & III - 1st Annual Report	June, 2022	ESSER I- October 1, 2020- June 30, 2021 ESSER II & III – 1 st expend date – June 20, 2021
2021 - 2022 Annual Reporting	Due Date	
ESSER I - 3 rd Annual Report ESSER II & III – 2nd Annual Report	Fall 2022	July 1, 2021 - June 30, 2022
2022 – 2023 Annual Report	Due Date	Applicable Reporting Period
ESSER I- Final Report (If needed) ESSER II & III- 3rd Annual	Fall 2023	July 1, 2022- June 30, 2023
2023 – 2024 Annual Report	Due Date	Applicable Reporting Period
ESSER II – Final Report ESSER III- 4 th Annual	Fall 2024	July 1, 2023- June 30, 2024
2024 – 2025 Annual Report	Due Date	Applicable Reporting Period
ESSER III- Final Report	Fall 2025	July 1, 2024- June 30, 2025

2020-2021 USED Annual Report Timeline

March 10, 2022: USED Annual District Report Form emailed to superintendents and business managers

April 25, 2022: District reports due to the NDDPI

April 25, 2022 – May 16, 2022: NDDPI staff review reports and request clarifications

June 15, 2022: State report due to USED

USED Annual Report Overview

Fiscal Data

Data on total amounts allocated, obligated, and actual expenditures, disaggregated by activity type, and reporting categories within each grant and funding source within the reporting period (October 1, 2020 – September 30, 2021) (ESSER I, October 1, 2020 – June 30, 2021 & ESSER II/III July 1, 2020 – June 30, 2021). Future plans for allocations by activity type.

Program Data

~~Data providing additional details regarding ESSER-funded activities, including student participation data in certain activity types, and links to safe school reopening policies.~~ Generalized statements regarding programs and initiatives supported through ESSER funds.

Personnel Data

~~Data on staff hired and retained using ESSER funds, FTE counts for schools by certain position types, and all data on the total count of all FTEs regardless of their funding source.~~

USED Annual Report Overview, Cont.

Fiscal Data

Data on total amounts allocated, obligated, and actual expenditures, disaggregated by activity type, and reporting categories within each grant and funding source within the reporting period (ESSER I, October 1, 2020 – June 30, 2021 & ESSER II/III July 1, 2020 – June 30, 2021). Future plans for allocations by activity type.

Program Data

Generalized statements regarding programs and initiatives supported through ESSER funds.

Personnel Data

Total count of all FTEs regardless of their funding source.

Essential Definitions

Local Education Association (LEA) = Public School District

State Education Association (SEA)= NDDPI

Expended- The actual spending of money; an outlay

Planned Uses of Funds- Remaining funds that have been earmarked or budgeted for specific purposes are considered “Planned Uses” of Remaining Funds. The Department acknowledges these plans may change; please provide the most current information regarding budgeted or earmarked uses of remaining funds.

Mental Health Supports – Services provided by licensed mental health professionals

Social-Emotional Support- Supports and supplies provided to students through any means that are not licensed, mental health professionals



Data Collection Tool
Demonstration

Data Collection Tool Updates

- Pre-set password - UNIQUE ENTITY ID (SAM)
- Pre-filled data points
 - Award Data
 - Previous report expenditures
 - Data entered in December/January
- Review and PDF download opportunity before submission

NDDPI Review & Approval Process

1. Upon submission NDDPI will review the report for completion, content accuracy, and alignment with USED final data request.
2. Report lead will receive an email communication either:
 - a. Confirming completion and a copy of the report that can be saved and shared with constituents
 - b. Requesting additional information, revisions or clarifications



Questions

Questions regarding the
USED Annual
can be addressed to the
following staff:

Anne Butterworth
ESSER Program Manager
(701) 328-4051

Resources

Following the training today to complete the Learning Loss Report, the following resources will be posted on the COVID funding website under the “Training” folder at the bottom of the page:

- ✓ Recording of USED Annual Report Training
- ✓ PowerPoint
- ✓ Tips for Completing USED Annual Training Report
- ✓ Survey Template for Data Gathering