

# ESSER Updates

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# Progress Report

- ESSER II: \$845,748,395.18 funds claimed by LEAs
  - 99.93% of South Carolina's total allocation
- ARP ESSER: \$1,146,339,266.17 funds claimed by LEAs
  - 60.26% of South Carolina's total allocation



# ARP ESSER Reminder

All funds must be obligated by **September 30, 2024**

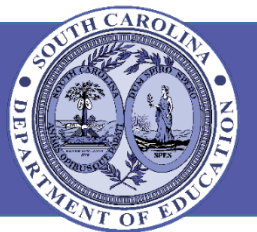
When an obligation is [made](#) (CRF 76.707)

All funds must be claimed by **December 30, 2024**

Final quarterly reports for ARP ESSER due  
**January 5, 2025**



# Quarterly Reports & Funding Transparency Dashboard



# Reporting Requirements

- Subgrantees must report the following within five days of the close of each calendar quarter:
  - The amount of subgrant funds claimed in GAPS within the reporting period
  - Amounts must be reported broken down by category and narratives must be provided describing the activity funds were used for



# “Funds Claimed in GAPS During the Quarter”

- Any claim submitted to GAPS during the applicable reporting period
  - Ex. If a claim was submitted on February 15, 2023 that reflects an expenditure from November 15, 2022, the claim will be reported on the report due April 5, 2022
  - Reports should align with the timestamp associated with the claim in GAPS
  - This is because the new forms should be completed based on when a claim was submitted to GAPS regardless of what quarter the claim reflects



# Report Due Dates

Reporting Period	Due Date
July – September	October 5 (Q1)
October – December	January 5 (Q2)
January – March	April 5 (Q3)
April – June	July 5 (Q4)



# Dashboard

- The dashboard is populated using data from the quarterly report forms
- If the amount listed as expended from your district is incorrect you may have quarterly reports that need to be either submitted or revised





# Amending Quarterly Reports

- Reports are now being auto-populated onto a master spreadsheet that will be used to populate the ESSER funding transparency dashboard
- If a report needs to be amended, please email the [scesser@ed.sc.gov](mailto:scesser@ed.sc.gov) and indicate which report will be changing to ensure we are recording the appropriate report
- Submit the revised quarterly report via Formstack



# Amendments & Return to In-Person Plan



# Amendment Process

- To make a change to their budget, LEAs submit spending plan amendment forms
- All changes are reviewed for reasonableness and allowability
- LEAs and Grants Accounting are notified when amendment forms are approved by the OEP



# Amendment Components

- Initial Narrative
  - List all proposed changes including amounts, function/object code, category, and purpose/scope of work
- Category Narratives
  - Comprehensive description of all previously approved and newly proposed activities
- Budget Summary
  - Remaining balance cell should equal 0 and the net total should equal the full allocation



# ARP Plan

- Any substantial change to an LEAs ARP ESSER spending plan also triggers an update the ARP Plan (PDF)
  - Update activities to reflect current spending plan
  - Solicit and record public input on the changes
  - Submit to [scesser@ed.sc.gov](mailto:scesser@ed.sc.gov) along with the spending plan



# Return to In-Person Plan

- The Return to In-Person Plan must be reviewed and as appropriate revised every six months
- Must review the plan semi-annually even if already in person
- Next update due May 2024

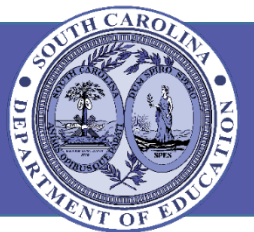


# Non-Competitive Procurement Forms



# NCP Forms

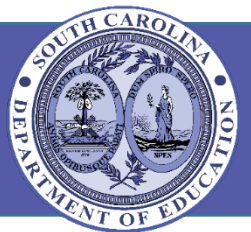
- Make sure you have discussed the procurement with your procurement officer.
- Make sure the form is signed by your procurement officer.
- Please include where we can find the activity in your approved ARP ESSER Plan.





# NCP Forms

- If the request is for Continuity of Services, please include the previous contract as well as the current contract.
  - The contract must show dates
- In **MOST** cases, if the form is approved, it will be for the length of that contract or for the specific expenditure. It **MAY** need to be competed for the next expenditure.
  - This will be noted on the approvals from OEP



# NCP Forms

- Include where the projects being submitted for consideration are located in the most recent approved ARP ESSER Plan
- Be sure to complete the form correctly. Specifically:
  - **Provide justification for why this procurement is a noncompetitive procurement.**

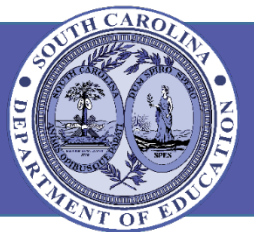


# Documentation Requirements



# Documentation Requirements

- Inventory requirements:
  - Anything over \$100 value
  - Anything of high value that can “walk away”
    - Ex: Camera attachment for a laptop
- Not inventoried: furniture, individual items that cost less than \$100, consumables, etc.

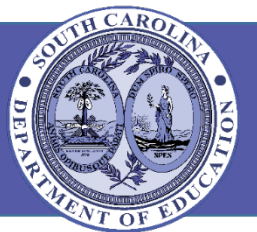


# Documentation Requirements

- Time and effort is required for all employees paid with ESSER funds
  - Including bonuses and premium pay
  - Employees paid from multiple sources and should be submitted monthly
- Blanket certifications are allowed but must be signed by someone with a first-hand knowledge of the employee's time
  - Employees who are paid 100% from ESSER Funds



# General Reminders



# Obligation Deadlines

- ARP ESSER: September 30, 2024
- Note: The obligation deadlines are the same for any state reserve ESSER funds allocated to districts.
  - Funds obligated by 09/30/2024. Invoices can be paid after and order items can be delivered.
  - All invoices paid by 12/30/2024.



# When an Obligation is Made

If an Obligation is For	The Obligation is Made
Acquisition of Real or Personal Property	On the date on which a binding written commitment to acquire the property is made.
Personal Services by an Employee	When the services are performed.
Personal Services by a Contractor	On the date on which a binding written commitment to acquire the service is made.
Performance of Work Other than Personal Services	On the date on which a binding written commitment to acquire the work is made.
Travel	When the travel is taken.
Rental of Real or Personal Property	When the property is being used





# ARP ESSER Deadlines

- All funds must be obligated by September 30, 2024
- All funds must be claimed by December 30, 2024
- Final quarterly reports for ESSER II due January 5, 2025



# Things to Remember

- *Does the activity RESPOND TO, PREPARE FOR OR PREVENT THE SPREAD OF COVID*
- Davis Bacon
  - The provisions of the Davis-Bacon Act apply to all federally funded contracts in excess of \$2,000 that include: construction, alteration, minor remodeling, repair, and/or painting and decorating of public buildings. Once the Davis-Bacon act applies to the prime contract in a project, it applies to all subcontractors even if individual subcontracts are under the dollar threshold.
- Indirect Cost and Construction
  - Indirect Costs can not be claimed on construction
- Digital Subscriptions
  - Approved through June 30, 2025



# Things to Remember

- Late Liquidation
  - Construction Projects Only will be considered
  - OEP sent out a survey early February asking about construction projects
  - Be sure to complete and return
    - We will follow up again early summer
    - [Frequently Asked Questions](#)
- **Q. 13: Why must an SEA verify that funds were obligated by the end of the obligation period as part of its liquidation extension request?**
  - A: Verification of timely obligated funds is a standard expectation of liquidation extension requests involving Federal funds. The extension of a liquidation period is for expenses that have been properly obligated by the end of the grant's obligation period. For the ARP-HCY program, the final obligation date is **September 30, 2024**. The Department does not have the authority to extend the period of obligation. Therefore, to ensure that the liquidation extension request encompasses only those expenses that have been properly obligated by the statutory obligation date, SEAs and subgrantees must have documentation on file that demonstrates adherence to the obligation requirements. An SEA is not required to submit this documentation to the Department 4 at the time of the request; however, the SEA and its subgrantees may be required at any time, including during monitoring or audit activities, to demonstrate compliance.



# Things to Remember

- ESSER Funds cannot be used for Athletics
  - Field houses, football fields, uniforms and equipment
- Field Trips
  - Field trips may be an allowable use of American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) Funds if they are properly documented and demonstrate a substantiated need. Districts must address how the field trip responds to and/or prepares for COVID-19 and addresses improving learning loss.
  - Recommend have OEP approve before purchase and they must be apart of the approved ARP ESSER Plan
- **Charter Schools in Your Districts**
  - You are responsible to ensure they are following the rules
  - You should have a spending plan for each school. This plan should be included in your approved ARP ESSER Spending Plan. If it is not, you need to submit and amendment immediately.
  - **You should NOT be advancing funds to the charter schools.** They should be submit claims for reimbursements.



# Things to Remember

- **Program Monitoring Field Visits** will not take place this year
  - Failure to complete the Self Assessment and/or Desk Audit will result in a suspension of ARP ESSER reimbursements
- **August 15, 2024** Claim Submittal Deadline for FY22-23



# Questions?

- ESSER Email: [scesser@ed.sc.gov](mailto:scesser@ed.sc.gov)

