

USE OF FUNDS DOC

Elementary and Secondary School Emergency Relief Fund (ESSERF)

For State Fiscal Year 2020

CFDA Number: 84.425D

GRANT AWARD NOTIFICATION

- Awarding Agency:** U.S. Department of Education
- Award Number:**
- Project Description:** Elementary and Secondary School Emergency Relief Fund 2(ESSERF 2)
- CFDA:** 84.425D
- Registration with SAM:** All local educational agencies (LEAs) must register with the System for Award Management (SAM) and maintain up-to-date information
- SEFA and SF-CAS:** All local educational agencies (LEAs) need to provide identification of all ESF awards in their Schedule of Expenditures of Federal Awards (SEFA) and Data Collection Form (SF-SAC)

APPLICATION INSTRUCTIONS

GENERAL INSTRUCTIONS

To receive the School Administrative Unit (SAU)'s allocation under the Elementary and Secondary School Emergency Relief Fund 2 (ESSERF 2) program, a Superintendent must submit to the Department an application that provides the following information:

- A completed application cover sheet (Part 1 of the Application)
- General Guidance for Budget Options (Part 2 of the Application)
- A description of how the SAU intends to use the funds allocated under the ESSERF 2 for FY 2021 and funds carried over from FY 2021 for use in FY 2021 (Part 3 of the Application)
- Education Reform, Certifications, Accountability, Transparency, and Reporting and Other Assurances (Part 4 of the Application)
- In the narrative for each category, please list out the specific items that will be purchased.

SCHOOL ADMINISTRATIVE UNIT ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND 2 (ESSERF 2) APPLICATION

PART 1: APPLICATION COVER SHEET

Legal Name of Applicant: Fiddlehead School of Arts & Science	Applicant's Mailing Address: 25 Shaker Road
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SAU Contact for the Education Stabilization Fund (CFDA No. 84.245D)**Name:** JACINDA COTTON-CASTRO**Position:** Executive Director**Office:** Fiddlehead School**Contact's Mailing Address:**

25 Shaker Road Gray, ME04039

Zip Code Plus 4: 04039-9435

DUNS #: 078842768

Telephone: 2075703353

Fax: 207-657-2288

E-mail address: jacinda@fiddleheadschoo.org

To the best of my knowledge and belief, all of the information and data in this application are true and correct.

Superintendent (Printed Name):

Jacinda Cotton-Castro

Telephone:

2076883727

Signature of Superintendent:

Certified by Electronic Signature

Date: 03/02/2021**Part 2: General Guidance for Budget Options**

- Allocations to SAUs are based on the proportion of Title I, Part A funds each SAU received in the most recent fiscal year. (Sec. 18003(c))
- SAUs are not required to allocate ESSERF 2 funds to schools.
- SAUs may spend their funds on:
 - Any activity authorized with allowable uses including the following Federal programs: Adult Education and Family Literacy Act, Elementary and Secondary Education Act (ESEA), Individuals with Disabilities Education Act (IDEA), Perkins (CTE), McKinney-Vento Homeless Assistance Act, and any of the following:
 - Coordination of preparedness and response efforts
 - Providing principals and other school leaders with resources to address individual school needs
 - Activities to address the unique needs of low-income children, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including outreach and service delivery
 - Procedures and systems to improve SAU preparedness and response efforts
 - Training and professional development for SAU staff on sanitation and minimizing the spread of infectious disease
 - Purchasing supplies to sanitize and clean SAU facilities
 - Planning for and coordinating during long-term closures, including how to provide meals, technology for online learning, guidance for carrying out IDEA requirements, and providing educational services consistent with applicable requirements
 - Purchasing educational technology (including hardware, software and connectivity) for the SAU's students
 - Providing mental health services and supports
 - Planning and implementing summer learning and supplemental afterschool programs
 - Other activities necessary to maintain LEA operations and services and employ existing SAU staff (Sec. 18003(d))

- While ESSERF 2 allocations are determined by the proportionality of the Title I funding formula, these funds are not Title I funds. For example, ESSER 2 funds:
 - Are not governed by Title I spending rules (like supplement not supplant and/or rank and distribution),
 - Will not count towards Title I carryover limitations,
 - Are not limited to Title I eligible schools or students, and
 - Will have an accounting number different from the Title I accounting number.
- ESSERF 2 funds are also not "replacement funds."
 - These funds must be spent on allowable activities and districts are encouraged to make one-time and/or sustainable investments to address challenges incurred because of COVID-19.
 - Not all SAUs will receive funds.
 - SAUs will have until September 30, 2023 to encumber ESSER funds.
 - Any approved COVID-19 ESSERF 2 project expense, which was encumbered on or after March 13, 2020 and served to address specific challenges brought on by COVID-19, is eligible for reimbursement.
 - ESSER II funds must be tracked separately from ESSER I funds.

Part 3a: A Description of how the SAU Intends to Use the Funds Allocated Under ESSERF 2

1. How has your school district determined its most important needs as a result of COVID-19? Describe the extent to which the LEA intends to use ESSER 2 funds to promote remote learning and addressing student learning gaps. Please provide a brief (1 paragraph) summary.

Based on a survey to families, staff, our facilities committee, & students the school determined the needs described in this application that pertain to planning and implementing.

PROGRAMS to augment student growth due to COVID:

1. Adding (1) new full time Math Specialist position that will work in our RTI program to support any student learning loss in Math, as well as schoolwide support to assess math deficiencies due to COVID.
2. Adding (1) new Nature Based Curriculum Coordinator to continue to support increased outdoor learning due to COVID constraints. To support more planning and integration in concert with Lead Teachers.

2. What is your district's proposed timeline for providing services and assistance to students and staff (1 paragraph)?

We will continue program development, recruitment, hiring and planning starting April of 2021.

PROGRAMS to augment student growth due to COVID:

1. Adding (1) new full time Math Specialist position that will work in our RTI program as well as schoolwide to assess math deficiencies due to COVID.(August, 2021)
2. Adding (1) new Nature Based Curriculum Coordinator to continue to support increased outdoor learning due to COVID constraints. (July 2021)

3. How many positions will be maintained and created as a result of receiving ESSER 2 funding

in the following categories?

- **Transportation:** 0.00
- **Healthcare:** 0.00
- **School Safety:** 0.00
- **Instructional Staff:** 2.00
- **Child Nutrition:** 0.00
- **Support Staff:** 0.00

4. Describe any part-time temporary positions created or maintained with ESSER II funds.

Budget for ESSERF 2 Funds

Complete the Budget Below:

For each project, all budgeted items must be listed and the eligible entity must maintain documentation that explains how the costs were determined to be necessary in response to the COVID-19 public health emergency.

Your maximum available funds are is \$67,934.19

Allocation:		\$ Pre-populated			\$67,934.19
Object Codes					
	1000-2000	3000-5000	6000	7300	
	Salaries & Benefits	Purchased Services	Supplies	Equipment	Total Amount
COVID-19 Related Costs					
COVID-19 Staff Support (not all inclusive: admin expenses, professional development, health screeners, substitute costs)	\$66,000.00	\$0.00	\$1,934.19	\$0.00	\$67,934.19
<p>1. Project Name:Math Excellerant Specialist 2. Date of determination: 2-8-2021 3. Name of person in authority at the school making the determination:Jacinda Cotton-Castro 4. A description of the impact to the school from the Covid-19 public health emergency: Not knowing how next year will look we would like to employ a (.5) Math Specialist that will work with staff to identify those students greatly impacted by math learning loss and be part of the RTI Team. 5. Guidelines and recommendations being implemented for which the school is incurring costs: N/A 6. A description of the necessary response the school is taking to address the public health emergency: Aids in student learning as we prepare to transition back to full in person Fall 2021. 7. An estimate of the costs associated with the specific determination. One (.5) FTE position \$20,000 8. What products or services are to be procured as a result of this project. Salaried employee PartTime: \$20,000</p>					
<p>1. Project Name:Nature Based Curriculum Coordinator 2. Date of determination:2-9-2021 3. Name of person in authority at the school making the determination: Jacinda J. Cotton-Castro 4. A description of the impact to the school from the Covid-19 public health emergency: Because of</p>					

social distancing and space determination, not to mention the overall social - emotional welfare of children, we will continue our work on nature based curriculum for the whole school. This position will help support the teaching staff in making sure that the curriculum is developed and supported as we step back outside next school year.

5. Guidelines and recommendations being implemented for which the school is incurring costs: Curriculum Coordinator Salary Scale for a Nature Based Curriculum Coordinator

6. A description of the necessary response the school is taking to address the public health emergency: Keeping kids safe outside.

7. An estimate of the costs associated with the specific determination. \$48,000 Salary; \$1934.19 Materials and/or PD Needed

8. What products or services are to be procured as a result of this project. Nature Based Curriculum Coordinator Position - Salary \$48,000.

Total	\$66,000.00	\$0.00	\$1,934.19	\$0.00	\$67,934.19
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*Indicates that costs in this category are included as a cost for the states funding formula and will affect state funding.

Note: Actual expenditures will be reported monthly through a Web Based ESF Report and verified quarterly via MEFS (Maine Education Financial System). ESSER 2 funds are to be fully obligated and expended by September 30, 2023. The funds fall under federal cash management on both the State and sub-recipient levels.

Part 4: Education Reform, Accountability, Transparency, and Reporting Assurances

The Superintendent or his/her authorized representative assures the following:

1. Any SAU receiving funding under this program will have on file with the SEA a set of assurances that meets the requirements of section 442 of the General Education Provisions Act (GEPA) (20 U.S.C. 1232e).
2. To the extent practicable, an SAU will comply with the requirements of section 427 of GEPA (20 U.S.C. 1228a) permitting students, teachers, and other program beneficiaries to overcome barriers (including barriers based on gender, race, color, national origin, disability, and age) that impede equal access to, or participation in, the program.
3. The SAU will maintain a data system that includes the elements described in section 15011(b) (2) of Division B of the CARES Act and submit quarterly reports to the State of Maine Department of Education in such a manner and containing such information as the Secretary of Education of the US Department of Education may require.
4. The SAU and other entities will comply with the following provisions of Education Department General Administrative Regulations (EDGAR), as applicable:
 - o 34 CFR Part 76 - State Administered Programs
 - o 34 CFR Part 77 - Definitions that Apply to Department Regulations
 - o 34 CFR Part 81 - General Education Provisions Act
 - o 34 CFR Part 82 - New Restrictions on Lobbying
 - o 34 CFR Part 84 - Governmentwide Requirements for Drug-Free Workplace
 - o 34 CFR Part 97 - Protections of Human Subjects
 - o 34 CFR Part 98 - Student Rights in Research, Experimental Programs, and Testing
 - o 34 CFR Part 99 - Family Educational Rights and Privacy

- o 2 CFR Part 180 - OMB Guidelines to Agencies on Governmentwide Debarment and Suspension as amended by 2 CFR Part 3485 - Nonprocurement Debarment and Suspension
- o 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards as adopted and amended as regulations of the Department in 2 CFR part 3474.

5. For each year of the program, the SAU will submit a report to the Commissioner at such time and in such manner as the Commissioner may require, that describes: the amount of funds received within the SAU; the amount spent or obligated for each project or activity; detailed information on subgrants and subgrantees.
6. The SAU will cooperate with any evaluation of the uses of funds and the impact of funding on the progress made toward addressing the COVID-19 pandemic. Required reports on a monthly basis will include an expenditure report of actual spending data. Quarterly reports will include the following: MEFS - Financial data for each quarter is required to be uploaded to MEFS by the 15th day following the end of the quarter. The files that are required to be submitted are actual revenue and actual expenditure files, containing all transactions for general fund, special revenue funds, and school nutrition funds. Actual files must be successfully uploaded, approved by DOE and certified by the SAU.
7. The SAU will cooperate with any State Controller and/or Department of Education Auditor examination of records under the program.
8. The SAU will meet the reporting requirements in 20-A MRSA §15689-B, subsections 7 and 7-A.

9. Maintenance of Effort (MOE) Attestation

ESSER & ESSER II do not have MOE requirements themselves, but other federal programs (IDEA & Title I) do have MOE requirements that may face impacts if costs are moved from the general fund to a federal fund.

IDEA requires that a SAU expend the same amount of local and state funding for special education and related services as it expended in the previous fiscal year. No flexibilities or waivers to MOE requirements have been granted to date.

ESEA MOE requires SAUs to spend 90% of the previous year.s aggregate or per pupil expenditure less categories such as debt service and capital outlay. If 90% is not maintained, then ESEA funding is reduced by the difference in actual percentage reached as compared to the 90% level. For FY23 ESEA allocations, the expenditures from school year 19-20 and 20-21 will be compared.

In submitting this application, our SAU attests that we have reviewed potential challenges to MOE requirements for IDEA and ESEA.

Yes No

10. Facility Repairs and Improvements Attestation

Repairs and improvement to enable operation of schools such that risk of virus transmission is reduced, exposure to environmental health hazards is minimized, and to support student health, are allowable. Construction contracts using laborers paid for by federal education funds, which include ESSER II funds, for contracts over \$2,000 must meet all Davis-Bacon prevailing wage

requirements and contract language for all contractors or subcontractors must contain the minimum wages to be paid to various classes of laborers and mechanics employed under the contract.

In submitting this application, our SAU attests that we are aware of requirements of contract language for approved repairs and improvement supported by ESSER II funds.

Yes No

Check the box to confirm that you have read and accepted the assurances included above.

Superintendent (Printed Name): Jacinda Cotton-Castro	Telephone: 2076883727
Signature of Superintendent: Certified by Electronic Signature	Date: 03/02/2021