



ESSER (I, II, III) Funds

USED LEA Data Reporting

Summary for Education Leaders

Weekly Education Leaders Call
March 9, 2021



ESSER Funds – USED LEA Data Reporting Requirements



Welcome!

Please visit
www.azed.gov/ESSER-Data
for all data reporting resources and
guidance documents

If you have any questions, please
contact us at:

ESSER@azed.gov



Education Leaders Call Agenda



**Summary Review of
USED ESSER I, II and
III LEA Data Reporting
Requirements**



**Process and Timeline
for Submission**



**Opportunities for
Support, Key
Takeaways & Next
Steps**



**Contacts, Resources &
Q&A**



ESSER Funds – USED LEA Data Reporting Requirements

- The US Department of Education has released final data collection reporting requirements for all ESSER fund grants (ESSER I, II and III). Comprehensive data are required to be submitted by states (SEAs) and LEAs regarding their usage of ESSER grant funds
- These data requirements have been updated by USED and are generally much more streamlined than the prior requirements. Changes include a shift to the state fiscal year for reporting rather than the federal fiscal year
- Most of the required data elements (fiscal, program and personnel) are new and are not currently captured through existing ADE collections
- Data response types include a combination of Y/N (or True/False) and open-ended responses (as applicable)



General Information and Instructions

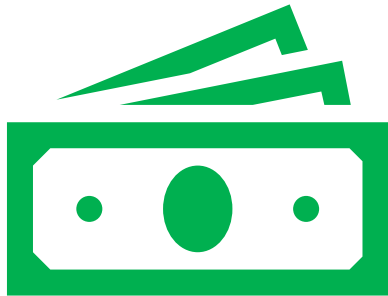
- **"Expended"** is defined here for USED reporting purposes as ESSER (I, II and III as applicable) funds drawn down to reimburse any ESSER-related expenses during the following time periods:
 - ✓ **ESSER I: October 1, 2020 – June 30, 2021** (*portion* of state fiscal year FY21)
 - ✓ **ESSER II: July 1, 2020 – June 30, 2021** (state fiscal year FY21)
 - ✓ **ESSER III: July 1, 2020 – June 30, 2021** (state fiscal year FY21)
- LEAs must complete **all** sections of this report based on all ESSER (I, II and III) funds received, as applicable
- **All items require a response**
- Refer to budget and narrative response information provided in ESSER I, II and III LEA funding application(s) and associated approved reimbursement requests, as applicable, while completing this reporting. This will help to ensure LEA reported responses are consistent with information in your approved funding application and reimbursement requests



ESSER Data Reporting Elements

- Highlights of the primary categories of data and elements required for ESSER I, II and III:

FISCAL



- Total amounts **allocated**, and **actual expenditures**, **disaggregated by activity category**, within each grant within the reporting period
- There are now four primary activity categories
- Reporting of planned uses of funds based as a percentage of funds remaining

PROGRAM



- Now a series of survey-style Yes/No responses across four survey categories
- Title I LEAs will also need to provide responses regarding the 20% required set-aside to address learning loss

PERSONNEL

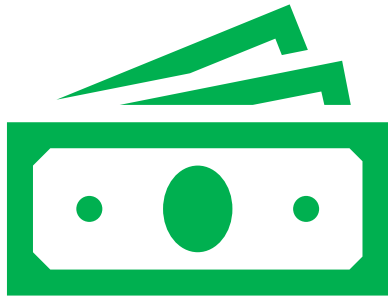


- Now, reporting of Total LEA FTE counts of all staff within the LEA, regardless of whether the position is funded by Federal, State, local, or other funds

ESSER Data Reporting Elements

- There are now only four primary activity categories for LEAs to report expenses:

FISCAL



- Total amounts **allocated**, and **actual expenditures**, **disaggregated by activity category**, within each grant and funding source within the reporting period
- There are now four primary activity categories
- Reporting of planned uses of funds based as a percentage of funds remaining

Addressing Physical Health and Safety

Meeting Students' Academic, Social, Emotional, and Other Needs *(Excluding Mental Health Supports)*

Mental Health Supports for Students and Staff

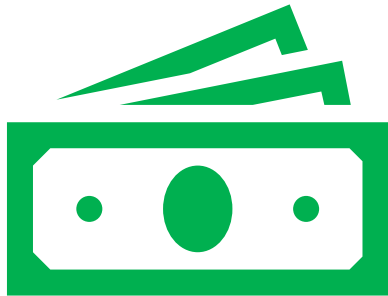
NOTE: *'Mental health supports' are defined as services provided by a licensed mental health professional. Services delivered by non-licensed professionals should be reported as "Meeting Students' Academic, Social, Emotional, and Other Needs".*

Operational Continuity and Other Allowed Uses

ESSER Data Reporting Elements

- There are now only four primary activity categories for LEAs to report expenses:

FISCAL



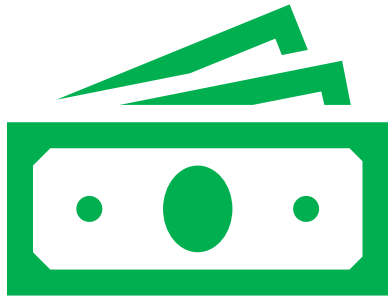
- Total amounts **allocated**, and **actual expenditures**, **disaggregated by activity category**, within each grant and funding source within the reporting period
- There are now four primary activity categories
- Reporting of planned uses of funds based as a percentage of funds remaining

- **Non-Title I LEAs** will address each of the four expenditure categories through providing **Yes/No responses**
- **Title I LEAs** are required to provide **actual expenditures** within each expenditure category within the following **object code categories**:
 - Personnel Services – Salaries
 - Personnel Services -- Benefits
 - Purchased Professional and Technical Services
 - Purchased Property Services
 - Other Purchased Services
 - Supplies
 - Property
 - Debt Service and Miscellaneous
 - Other Items

ESSER Data Reporting Elements

- Reporting of planned uses of funds:

FISCAL



- Total amounts **allocated**, and **actual expenditures**, **disaggregated by activity category**, within each grant and funding source within the reporting period
- There are now four primary activity categories
- Reporting of planned uses of funds based as a percentage of funds remaining

- All LEAs will report their planned (budgeted) uses of their remaining ESSER I, II and III funds within the four activity categories, as applicable

- Data entered for this section will be **percentages**:

Example:

Addressing Physical Health and Safety	10%
Meeting Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)	60%
Mental Health Supports for Students and Staff	10%
Operational Continuity and Other Allowed Uses	20%
TOTAL	100%

- Refer to the budget information provided in ESSER I, II and III LEA funding application(s) to ensure LEA reported responses are consistent with the information in approved funding applications

ESSER Data Reporting Elements

- Highlights of the primary categories of data and elements required for ESSER I, II and III:
Note: Responses for this section refer to the use of all ESSER I, II and III funds expended during the reporting period

PROGRAM



- Now a series of survey-style Yes/No responses across four survey categories
- Title I LEAs will also need to provide responses regarding the 20% required set-aside to address learning loss

Safe School Reopening Expenditures

- Please select Yes or No to indicate whether ESSER funds were expended on each of the items listed

Internet Access Expenditures

- Please select Yes or No to indicate whether ESSER funds were expended on each of the items listed

Reengaging Students

- Please select Yes or No to indicate strategies used to re-engage students with poor attendance or participation

ESSER Allocation Criteria

- Please select Yes or No to indicate criteria used to allocated ESSER funds to schools

ESSER Data Reporting Elements

- This section applies **only to Title I LEAs** use of ESSER III funds:

PROGRAM



- Now a series of survey-style Yes/No responses across four survey categories
- Title I LEAs will also need to provide responses regarding the 20% required set-aside to address learning loss

ESSER III – LEA Use of the 20% Required Set-Aside to Address Learning Loss

- Which activities or interventions did the LEA implement during the reporting period (July 1, 2020 – June 30, 2021) to satisfy the LEA's ESSER III mandatory 20% set-aside to address learning loss? (Mark Y or N for each activity)
- Description of how the selected activities or interventions address the disproportionate impact of COVID-19 on underserved student groups
 - This response will be prepopulated from the LEA's approved ESSER III application. However, the system will provide the opportunity to edit this response, if needed.

ESSER Data Reporting Elements

- The last section refers to personnel data for all FTEs in the LEA:

PERSONNEL



- Now, reporting of Total LEA FTE counts of all staff within the LEA, regardless of whether the position is funded by Federal, State, local, or other funds

Full-Time Equivalent (FTE) Positions

Provide the number of full-time equivalent (FTE) positions for the LEA, or non-LEA Entity as of the listed reporting dates.

• *(The number of FTE positions includes all staff regardless of whether the position is funded by Federal, State, local, or other funds - and equals the sum of the number of full-time positions plus the full-time equivalent of the number of part-time positions)*

Data Count ID	Detail Items	Responses
793.T	Full-time equivalent (FTE) positions as of September 30, 2018	<input type="text"/>
794.T	Full-time equivalent (FTE) positions as of September 30, 2019	<input type="text"/>
795.T	Full-time equivalent (FTE) positions as of March 13, 2020	<input type="text"/>
796.T	Full-time equivalent (FTE) positions as of September 30, 2020	<input type="text"/>
797.T	Full-time equivalent (FTE) positions as of September 30, 2021	<input type="text"/>

Overview of the Data Reporting Supplement in GME



The **ESSER Reporting supplement** may be accessed through the **ADE Grants Management system** at: **gme.azed.gov**

You will need to sign into the Grants Management system using your **ADEConnect** login information to access the application. **Access to the Grants Management system may need to be granted to you by your local LEA ADEConnect Entity Administrator**

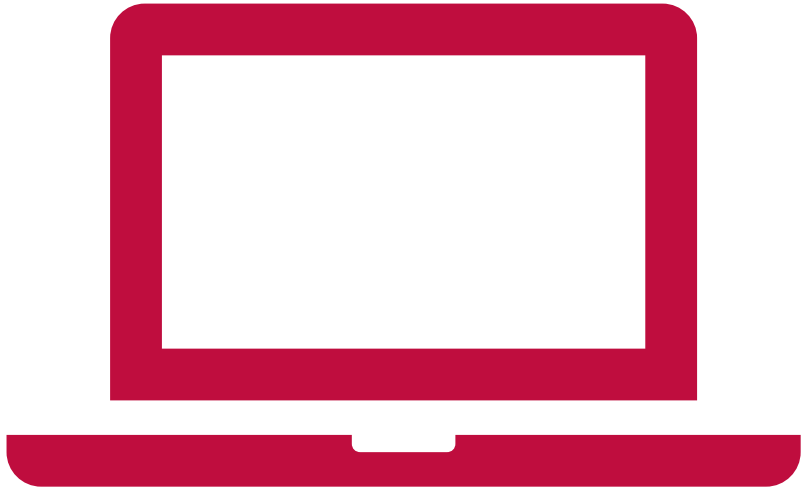
The Supplement is named:
“ESSER Reporting”
under **Fiscal Year 2022**

Fiscal Year:

Supplement:



Overview of the Data Reporting Supplement in GME



The screenshot shows the GME web application interface. At the top left is the Arizona Department of Education logo. To its right, the text "Grants Management Enterprise" and "GME" is displayed. Below this is a navigation menu with the following items: "GME Home", "Administer", "Search", "Reports", "Inbox", "Entity Information", "Planning", "Monitoring", "Funding", "Reimbursement Requests", and "Project Summary". The "Funding" item is expanded, showing sub-items: "Funding Applications", "Budget Summary", and "Supplements". The "Supplements" sub-item is highlighted with a red box. To the right of the navigation menu, the "Supplements" section is active, showing "Arizona Department of Education (000111000) Test District -" with dropdown menus for "2022" and "Active". Below this, there are two rows of supplement links: "LEA Supplement" (highlighted in dark blue), "ESSER Reporting - Non-Title I LEAs", and "ESSER Reporting - Title I LEAs".





Data Reporting Timeline Review

ESSER Reporting Supplement opens in the **Grants Management system**

March 14 2022

LEAs complete the ESSER Reporting Supplement

ADE provides technical assistance and support as needed

March – April 2022

Deadline for LEAs to submit the ESSER Reporting Supplement

April 22, 2022

Opportunities for Support

ESSER Data Reporting Requirements: Next Steps for LEAs Joint Webinar

Monday, March 14th from 2-3:30PM – Register at www.azed.gov/ESSER-Data

- Arizona Department of Education representatives will provide detailed information regarding these new requirements, including the timeline and methodology for submission and next steps for support, and will also take questions from attendees. This session will be recorded and posted to our www.azed.gov/ESSER-Data website
- LEAs are encouraged to view new resources (to include new recorded step-by-step webinars) for Title I and Non-Title I LEAs to support them with this new process prior to attending this webinar and bring questions they may have regarding the submission process. ADE will post these resources on www.azed.gov/ESSER-Data ahead of the March 14th webinar
- This webinar is jointly hosted by ADE, Arizona School Boards Association (ASBA), Arizona School Administrators (ASA), Arizona Association of School Business Officials (AASBO), and the Arizona Charter Schools Association (ACSA)

ADE Open Office Hours Sessions

After attending the March 14th webinar, our team invites you to attend one of our office hours to receive additional support and guidance with data reporting. These are open office hours, meaning no registration is required and you can join for any period of time to get your questions answered. Links for each session are posted at www.azed.gov/ESSER-Data:

- **March 23rd - 3-4 PM – Wednesday**
- **March 30th – 3-4 PM - Wednesday**
- **April 14th – 3-4 PM - Thursday**



Key Takeaways & Next Steps

- ✓ The **U.S. Department of Education** has released new data reporting requirements that apply to all entities receiving **ESSER I, II and III funds**
- ✓ The data required include new **fiscal, programmatic and personnel data elements** with a new focus on reporting during **state fiscal years**
- ✓ The **timeline** for LEAs to **submit** these data to ADE is a window between **March 14th and April 22nd**
- ✓ Additional **technical assistance webinars and support resources** to help LEAs to collect and submit these data will be provided as needed
- ✓ ADE is committed to working **collaboratively** to support LEAs to respond to these new requirements



Thank You!



Please visit

www.azed.gov/ESSER

for links to all ESSER (I, II & III) grant and program resources and guidance documents

Data reporting resources, guidance documents and technical assistance webinar links are available at www.azed.gov/ESSER-Data

If you have any questions, please contact us at:

ESSER@azed.gov