



# ESSER (I, II, III) Funds USED LEA Annual Data Reporting

LEA Guidance – Recorded Webinar

March 2023



# ESSER Funds – USED LEA Data Reporting Requirements



## Welcome!

Please visit

[www.azed.gov/ESSER-Data](http://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](mailto:ESSER@azed.gov)



# Webinar Agenda



**Review of USED ESSER Data Reporting Requirements and Data Element Categories**



**GME ESSER Data Reporting Supplement Walkthrough for Title I and Non-Title I LEAs**



**Timeline for Submission**



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



**Contacts & Resources**



# 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
- The data requirements for this period are largely the same as last year. The primary change is that the reporting period for each grant (ESSER I, II and III) is the same, and will be for July 1, 2021 – June 30, 2022 (state fiscal year FY22)
- Most of the required data elements (fiscal, program and personnel) 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

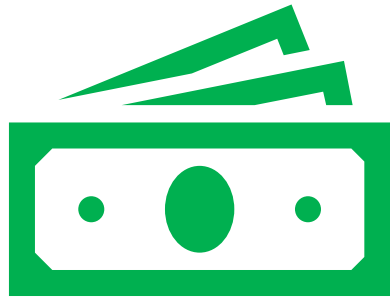
- **"Expended"** is defined here for USED reporting purposes as ESSER (I, II and III as applicable) funds drawn down to reimburse any ESSER-related expenses during **FY22 (July 1, 2021 – June 30, 2022):**
  - ✓ **ESSER I:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
  - ✓ **ESSER II:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
  - ✓ **ESSER III:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
- 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 four primary activity categories
- Reporting of planned uses of funds based as a percentage of funds remaining

## PROGRAM



- 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



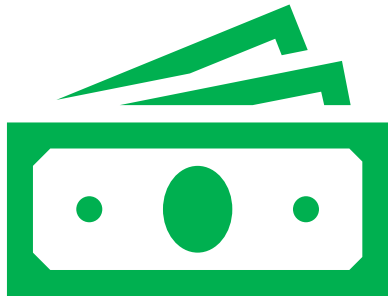
- Reporting of Total LEA FTE counts of all staff within the LEA, regardless of whether the position is funded by Federal, State, local, or other funds



# ESSER Data Reporting Elements

- There are **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 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".*

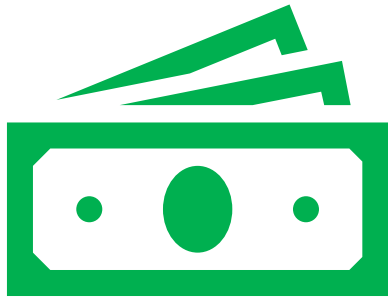
## Operational Continuity and Other Allowed Uses



# ESSER Data Reporting Elements

- There are **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 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

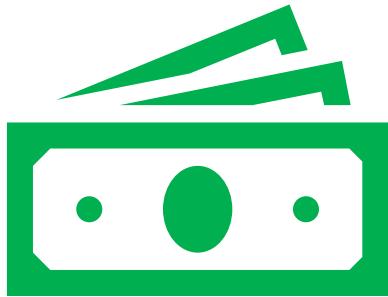




# ESSER Data Reporting Elements

- 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 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. If no funds are remaining, the LEA should enter 0% for each category

➤ 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%
<b>TOTAL</b>	<b>100%</b>

➤ 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



- 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

### Maintaining Safe In-Person Instruction

- 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 allocate ESSER funds to schools



# ESSER Data Reporting Elements

- The *ESSER III – LEA Use of the 20% Required Set-Aside to Address Learning Loss* section applies **only to Title I LEAs** use of ESSER III funds:

## PROGRAM



- 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, 2021 – June 30, 2022) 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



- 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

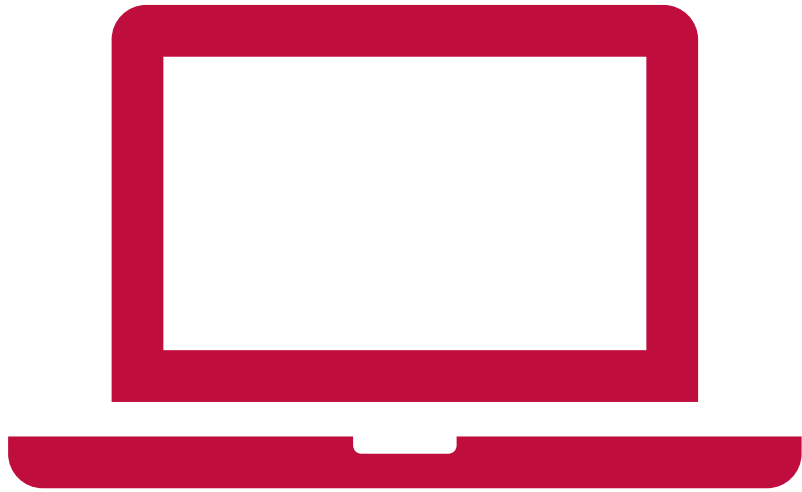
Provide the number of full-time equivalent (FTE) positions for the LEA, or non-LEA Entity as of the listed reporting dates.

• *(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, 2022	<input type="text"/> * 793.T



# Overview of the Data Reporting Supplement in GME



Grants Management Enterprise  
GME

The **ESSER Reporting supplement** may be accessed through the **ADE Grants Management system** at: **[gme.azed.gov](http://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 2023**

Fiscal Year:

Supplement:



# Overview of the Data Reporting Supplement in GME



The screenshot displays the Grants Management Enterprise (GME) interface. At the top left is the Arizona Department of Education logo. The main header reads "Grants Management Enterprise GME". A left-hand navigation menu includes items like "GME Home", "Administer", "Search", "Reports", "Inbox", "Entity Information", "Planning", "Monitoring", "Funding", "Reimbursement Requests", and "Project Summary". The "Funding" menu is expanded, showing "Funding Applications", "Budget Summary", and "Supplements". The "Supplements" option is highlighted with a red box. The main content area shows "Supplements" for "Arizona Department of Education (000111000) Test District -" with filters for "2023" and "Active". Below this, there are sections for "LEA Supplement" with links for "ESSER Reporting - Non-Title I LEAs" and "ESSER Reporting - Title I LEAs". A speaker icon is visible in the bottom right corner of the interface.

# Complete All Required Sections in GME



Title I LEAs

- General Information and Instructions - Title I LEAs
  - [General Information and Instructions](#)
- Entity Contact Information - Title I LEAs
  - [Entity Contact Information](#)
- ESSER Total Allocated and Expended Funds - Title I LEAs
  - [ESSER Total Allocated and Expended Funds](#)
- Uses of ESSER Funds - Title I LEAs
  - [A - LEA Uses of ESSER I, II & III Funds - Use of Funds Detail - Title I LEAs](#)
- Full-Time Equivalent (FTE) Positions
  - [Full-Time Equivalent \(FTE\) Positions](#)

Non-Title I LEAs

- General Information and Instructions - Non-Title I LEAs
  - [General Information and Instructions](#)
- Entity Contact Information - Non-Title I LEAs
  - [Entity Contact Information](#)
- ESSER Total Allocated and Expended Funds - Non-Title I LEAs
  - [ESSER Total Allocated and Expended Funds](#)
- Uses of ESSER Funds - Non-Title I LEAs
  - [A - LEA Uses of ESSER I, II & III Funds - Use of Funds Detail](#)
- Full-Time Equivalent (FTE) Positions
  - [Full-Time Equivalent \(FTE\) Positions](#)



# Overview of the Data Reporting Supplement in GME



**General Information and Instructions**

**Entity and Contact Information**

**ESSER Total Allocated and Expended Funds**

**Uses of ESSER Funds**

**Full-Time Equivalent (FTE) Positions**





# General Information and Instructions

This section contains **General Information and Instructions** regarding the ESSER Reporting supplement. Here are a few key items from this page:

- **"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:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
  - ✓ **ESSER II:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
  - ✓ **ESSER III:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
- 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.** "N/A", "0" or "Y/N" must be entered when applicable as a blank response will prevent submission
- 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
- Please contact [ESSER@azed.gov](mailto:ESSER@azed.gov) with questions and visit <https://www.azed.gov/ESSER-Data> for additional ESSER data reporting information and resources



# Entity Contact Information

- The **Entity Contact Information** subsection is where the LEA should provide the primary contacts for the LEA for each ESSER fund grant
- Additional contacts may also be added for each grant as needed:

ENTITY CONTACT INFORMATION - Title I LEAs				
REQUIRED CONTACTS				
Grant Name	Primary Contact Name	Contact Title	Contact Phone	Contact Email
ESSER I	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>
ESSER II	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>
ESSER III	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>	* <input type="text"/>

ADDITIONAL CONTACTS (Optional)				
Grant Name	Additional Contact Name(s)	Contact Title	Contact Phone	Contact Email
Please select... ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**IMPORTANT** - Click "Add Row" for each Additional Contact to be entered.



# ESSER Total and Expended Funds

- The **ESSER Total Allocated and Expended Funds** section will be **prepopulated** by GME for the **total amounts awarded** and **total expended** by the LEA during the reporting period across ESSER I, II and III:

Total amount awarded and total amount expended reflect GME data as of June 30, 2022. These amounts cannot be edited.

Data Count ID	Funds Category	ESSER I	ESSER II	ESSER III
323.T, 324.T, 325.T	Total amount awarded	\$ <input type="text"/> <u>ID: 323.T</u>	\$ <input type="text"/> <u>ID: 324.T</u>	\$ <input type="text"/> <u>ID: 325.T</u>
326.T, 327.T, 328.T	Total amount expended	\$ <input type="text" value="0.00"/> <u>ID: 326.T</u>	\$ <input type="text" value="0.00"/> <u>ID: 327.T</u>	\$ <input type="text" value="0.00"/> <u>ID: 329.T</u>



# Uses of ESSER Funds

- The **Uses of ESSER Funds** section has five required subsections:
  - **LEA Uses of ESSER I, II & III Funds – Use of Funds Detail**
  - **Safe School Reopening Expenditures**
  - **Internet Access Expenditures**
  - **Reengaging Students**
  - **ESSER Allocation Criteria**
  
- The **last four subsections** are presented as **Yes/No** surveys
  
- **Title I LEAs** have *one additional section*:
  - ✓ ESSER III - LEA Use of the 20% Required Set-Aside to Address Learning Loss



# Uses of ESSER Funds

## LEA Uses of ESSER I, II & III Funds – Use of Funds Detail

The **LEA Uses of ESSER I, II & III Funds** subsection is intended to capture data regarding how ESSER funds were **expended** within four primary activity categories as defined by USED

### 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



# Uses of ESSER Funds – Title I LEAs

## LEA Uses of ESSER I, II & III Funds – Use of Funds Detail

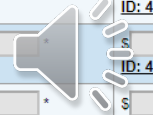
Here is an example using the first category of '**Addressing Physical Health and Safety**'. The LEA should indicate the total amounts **expended** during the reporting period within each ESSER fund grant, as applicable. If not applicable, the LEA would enter **\$0.00**

**"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 **state fiscal year FY22 (July 1, 2021 – June 30, 2022)**:

- ✓ **ESSER I:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
- ✓ **ESSER II:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
- ✓ **ESSER III:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)

Note that expenses for **ESSER III** need to be **separated** between those associated with the **20% set-aside** and **discretionary** funds. **Expenses for ESSER III should be reported in only one of the two ESSER III columns**, as applicable

Data Count ID	Description	ESSER I	ESSER II	ESSER III - Total Expended	
				ESSER III <i>excluding required set-aside</i>	ESSER III <i>20% required set-aside</i>
4000.T (a-d)	ESSER Total Expended Funds - (Data ESSER I and ESSER II expenditures will be prepopulated; pending vendor update)	\$ 0.00 4000a.T	\$ 0.00 4000b.T	\$ * 4000c.T	\$ * 4000d.T
<b>IMPORTANT:</b> ESSER III 20% set-aside to Address Learning Loss amount will be exclusive of the amount reported in the preceding ESSER III column; report each expenditure in only one of the two ESSER III columns below, entering \$0.00 in whichever column <u>does not</u> have expenditures for that line item.					
<i>Uses of ESSER Funds</i>					
330.T, 370.T, 410.T, 450.T	Total amount expended on Addressing Physical Health and Safety				
331.T, 371.T, 411.T, 451.T	Personnel Services - Salaries	\$ * ID: 331.T	\$ * ID: 371.T	\$ * ID: 411.T	\$ * ID: 451.T
332.T, 372.T, 412.T, 452.T	Personnel Services -- Benefits	\$ * ID: 332	\$ * ID: 372.T	\$ * ID: 412.T	\$ * ID: 452.T
333.T, 373.T, 413.T, 453.T	Purchased Professional and Technical Services	\$ * ID: 333.T	\$ * ID: 373.T	\$ * ID: 413.T	\$ * ID: 453.T
334.T, 374.T, 414.T, 454.T	Purchased Property Services	\$ * ID: 334.T	\$ * ID: 374.T	\$ * ID: 414.T	\$ * ID: 454.T
335.T, 375.T, 415.T, 455.T	Other Purchased Services	\$ * ID: 335.T	\$ * ID: 375.T	\$ * ID: 415.T	\$ * ID: 455.T
336.T, 376.T, 416.T, 456.T	Supplies	\$ * ID: 336.T	\$ * ID: 376.T	\$ * ID: 416.T	\$ * ID: 456.T
337.T, 377.T, 417.T, 457.T	Property	\$ * ID: 337.T	\$ * ID: 377.T	\$ * ID: 417.T	\$ * ID: 457.T
338.T, 378.T, 418.T, 458.T	Debt Service and Miscellaneous	\$ * ID: 338.T	\$ * ID: 378.T	\$ * ID: 418.T	\$ * ID: 458.T
339.T, 379.T, 419.T, 459.T	Other Items	\$ * ID: 339.T	\$ * ID: 379.T	\$ * ID: 419.T	\$ * ID: 459.T



# Uses of ESSER Funds – Non-Title I LEAs

## LEA Uses of ESSER I, II & III Funds – Use of Funds Detail

**Non-Title I LEAs** should indicate by selecting **Yes or No** how they expended ESSER I, II and III funds across each of the four primary activity categories

**"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 **state fiscal year FY22 (July 1, 2021 – June 30, 2022):**

- ✓ **ESSER I:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
- ✓ **ESSER II:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)
- ✓ **ESSER III:** July 1, 2021 – June 30, 2022 (state fiscal year FY22)

Data Count ID		ESSER I	ESSER II	ESSER III
<i>Uses of ESSER Funds</i>				
280, 293, 313	Were funds used to <b>Address Physical Health and Safety?</b>	* <input type="radio"/> Yes <input type="radio"/> No	* <input type="radio"/> Yes <input type="radio"/> No	* <input type="radio"/> Yes <input type="radio"/> No
281, 294, 314	Were funds used to <b>Meet Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)?</b>	* <input type="radio"/> Yes <input type="radio"/> No	* <input type="radio"/> Yes <input type="radio"/> No	* <input type="radio"/> Yes <input type="radio"/> No
282, 295, 315	Were funds used on <b>Mental Health Supports for Students and Staff?</b>  <i>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'.</i>	* <input type="radio"/> Yes <input type="radio"/> No	* <input type="radio"/> Yes <input type="radio"/> No	* <input type="radio"/> Yes <input type="radio"/> No
283, 296, 316	Were funds used on <b>Operational Continuity and Other Uses?</b>	* <input type="radio"/> Yes <input type="radio"/> No	* <input type="radio"/> Yes <input type="radio"/> No	* <input type="radio"/> Yes <input type="radio"/> No



# Uses of ESSER Funds

## LEA Uses of ESSER I, II & III Funds – Use of Funds Detail

### Planned Uses of Remaining Funds

- ✓ 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**
- ✓ The percentages entered should total to 100% for each ESSER grant column

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

Planned Uses of Remaining Funds		ESSER I	ESSER II	ESSER III
4001.T (a-c)	ESSER Award Amounts	\$ <input type="text"/> 4001a.T	\$ <input type="text"/> 4001b.T	\$ <input type="text"/> 4001c.T
491.T, 497.T, 504.T	Remaining ESSER funds - <i>(Data for this row will be calculated and displayed by system; pending vendor update)</i>	\$ <input type="text"/> ID: 491.T	\$ <input type="text"/> ID: 497.T	\$ <input type="text"/> ID: 504.T
492.T, 498.T, 505.T	Percentage of remaining ESSER funds planned for <b>Addressing Physical Health and Safety</b>	<input type="text"/> % * ID: 492.T	<input type="text"/> % * ID: 498.T	<input type="text"/> % * ID: 505.T
493.T, 499.T, 506.T	Percentage of remaining ESSER funds planned for <b>Meeting Students' Academic, Social, Emotional, and Other Needs (Excluding Mental Health Supports)</b>	<input type="text"/> % * ID: 493.T	<input type="text"/> % * ID: 499.T	<input type="text"/> % * ID: 506.T
494.T, 500.T, 507.T	Percentage of remaining ESSER funds planned for <b>Mental Health Supports for Students and Staff.</b>  <b>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"</b>	<input type="text"/> % * ID: 494.T	<input type="text"/> % * ID: 500.T	<input type="text"/> % * ID: 507.T
495.T, 501.T, 508.T	Percentage of remaining ESSER funds planned for <b>Operational Continuity and Other Allowed Uses</b>	<input type="text"/> % * ID: 495.T	<input type="text"/> % * ID: 501.T	<input type="text"/> % * ID: 508.T





# Uses of ESSER Funds

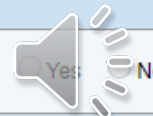
## Maintaining Safe In-Person Instruction

- ✓ Indicate by selecting **Yes** or **No** if the LEA expended **any** ESSER funds (**ESSER I, II or III**) during the reporting period of **state fiscal year FY22 (July 1, 2021 – June 30, 2022)** on these activity categories:

### Maintaining Safe In-Person Instruction

Please select Yes or No below to indicate whether ESSER funds were expended on each of the items listed. - NOTE: "ESSER" refers to ESSER I, ESSER II, and ESSER III funds

Data Count ID	Category	Responses
509.T	Were ESSER funds expended to promote vaccination?	* <input type="radio"/> Yes <input type="radio"/> No
510.T	Were ESSER funds expended on consistent and correct mask use?	* <input type="radio"/> Yes <input type="radio"/> No
511.T	Were ESSER funds expended on physical distancing?	* <input type="radio"/> Yes <input type="radio"/> No
512.T	Were ESSER funds expended on screening testing to promptly identify cases, clusters, and outbreaks?	* <input type="radio"/> Yes <input type="radio"/> No
513.T	Were ESSER funds expended on ventilation?	* <input type="radio"/> Yes <input type="radio"/> No
514.T	Were ESSER funds expended on handwashing and respiratory etiquette?	* <input type="radio"/> Yes <input type="radio"/> No
515.T	Were ESSER funds expended on staying home when sick and getting tested?	* <input type="radio"/> Yes <input type="radio"/> No
516.T	Were ESSER funds expended on contact tracing?	* <input type="radio"/> Yes <input type="radio"/> No
517.T	Were ESSER funds expended on cleaning and disinfection?	* <input type="radio"/> Yes <input type="radio"/> No



# Uses of ESSER Funds


## Internet Access Expenditures

- ✓ First, indicate if **any** ESSER funds (**ESSER I, II or III**) were expended to provide home internet access for students during the reporting period of **state fiscal year FY22 (July 1, 2021 – June 30, 2022)**
- ✓ **If Yes**, then select **Yes or No** to indicate what types of home internet services were provided by the district using ESSER funds
- ✓ Use the 'Other' section (as needed) by selecting Yes or No and then providing a brief description

**Internet Access Expenditures**

518.T. Check if ESSER funds were expended to provide home internet access for students.

Please select Yes or No below to indicate whether ESSER funds were expended on each of the items listed.  
- NOTE: "ESSER" refers to ESSER I, ESSER II, and ESSER III funds

Data Count ID	Detail Item	Responses
519.T	Were ESSER funds expended to provide mobile hotspots with paid data plans?	* <input type="radio"/> Yes <input type="radio"/> No
520.T	Were ESSER funds expended to provide internet-connected devices with paid data plans?	* <input type="radio"/> Yes <input type="radio"/> No
521.T	Were ESSER funds expended to provide a home internet subscription for students paid for by the district?	* <input type="radio"/> Yes <input type="radio"/> No
522.T	Were ESSER funds expended to provide home internet access through a district-managed wireless network?	* <input type="radio"/> Yes <input type="radio"/> No
523.T	Were ESSER funds expended to provide home internet access via other services?	* <input type="radio"/> Yes <input type="radio"/> No
524.T	Please specify/provide description of other services if a "Yes" response is provided in above row:	



# Uses of ESSER Funds

## Reengaging Students

- ✓ First, indicate if the LEA sought to reengage students with poor attendance or participation
- ✓ **If Yes**, then select **Yes or No** to indicate the strategies the LEA may have used to reengage students with poor attendance or participation
- ✓ Use the 'Other' section (as needed) by selecting Yes or No and then providing a brief description
- ✓ **Please answer regardless of whether ESSER funds were used for this purpose**

Reengaging Students		
Please select Yes or No below to indicate strategies used to re-engage students with poor attendance or participation. Please answer regardless of whether ESSER funds were used for this purpose.		
Data Count ID	Detail Item	Response
525.T	Sought to re-engage students with poor attendance or participation.	* <input type="radio"/> Yes <input type="radio"/> No
526.T	Sought to re-engage students with poor attendance or participation using direct outreach to families	* <input type="radio"/> Yes <input type="radio"/> No
527.T	Sought to re-engage students with poor attendance or participation by engaging the school district homeless liaison	* <input type="radio"/> Yes <input type="radio"/> No
528.T	Sought to re-engage students with poor attendance or participation by partnering with community-based organizations	* <input type="radio"/> Yes <input type="radio"/> No
529.T	Sought to re-engage students with poor attendance or participation by offering home internet service and/or devices	* <input type="radio"/> Yes <input type="radio"/> No
530.T	Sought to re-engage students with poor attendance or participation by implementing new curricular strategies to improve student engagement	* <input type="radio"/> Yes <input type="radio"/> No
531.T	Sought to re-engage students with poor attendance or participation by offering credit recovery and/or acceleration strategies	* <input type="radio"/> Yes <input type="radio"/> No
532.T	Sought to re-engage students with poor attendance or participation by using other strategies	* <input type="radio"/> Yes <input type="radio"/> No
533.T	Please provide description of other strategies used to re-engage students with poor attendance or participation if a "Yes" response is provided in above row:	* <div style="border: 1px solid gray; height: 100px; width: 100%;"></div>



# Uses of ESSER Funds


## ESSER Allocation Criteria

- ✓ First, indicate if the LEA allocated some portion of their ESSER funds (**ESSER I, II or III**) to schools during the reporting period of **state fiscal year FY22 (July 1, 2021 – June 30, 2022)**
- ✓ **If Yes**, then select **Yes or No** to indicate the criteria the LEA may have used to allocate funds to schools within the LEA
- ✓ Use the ‘Other’ section (as needed) by selecting Yes or No and then providing a brief description

**ESSER Allocation Criteria**

544.T. Check if some portion of ESSER funds was allocated to schools in the current reporting period.

Please select Yes or No below to indicate criteria used to allocated ESSER funds to schools. - NOTE: "ESSER" refers to ESSER I, ESSER II, and ESSER III funds

Data Count ID	Allocation Criteria	Response
544.T	Was some portion of ESSER funds allocated to schools in the current reporting period?	* <input type="radio"/> Yes <input type="radio"/> No
545.T	Was a flat amount per school or per pupil used as criteria for allocation of ESSER funds to schools?	* <input type="radio"/> Yes <input type="radio"/> No
546.T	Was the number or proportion of students at the school with specific curricular needs used as criteria for allocation of ESSER funds to schools?	* <input type="radio"/> Yes <input type="radio"/> No
547.T	Was the number or proportion of students at the school who are eligible for Free or Reduced-Price Lunch and/or other indicators of low-income background used as criteria for allocation of ESSER funds to schools?	* <input type="radio"/> Yes <input type="radio"/> No
548.T	Were measure(s) of lost instructional time ("learning loss") used as criteria for allocation of ESSER funds to schools?	* <input type="radio"/> Yes <input type="radio"/> No
549.T	Was stakeholder or community input used as criteria for allocation of ESSER funds to schools?	* <input type="radio"/> Yes <input type="radio"/> No
550.T	Was Title I status used as criteria for allocation of ESSER funds to schools?	* <input type="radio"/> Yes <input type="radio"/> No
551.T	Was other data used as criteria for allocation of ESSER funds to schools?	* <input type="radio"/> Yes <input type="radio"/> No
552.T	Please provide description of other data used as criteria for allocation of ESSER funds to schools if a "Yes" response is provided in above row:	



# Uses of ESSER Funds – Title I LEAs


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

- ✓ Select **Yes or No** to indicate the activities or interventions the LEA may have implemented during the reporting period of **state fiscal year FY22 (July 1, 2021 – June 30, 2022)** to satisfy the LEA's **ESSER III mandatory 20% set-aside to address learning loss?**
- ✓ Use the 'Other' section (as needed) by selecting Yes or No and then providing a brief description

**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)

Data Count ID	Description	Responses
553	The total amount reserved by the LEA from the ESSER III mandatory subgrant award to address the impact of learning loss	- To be prepopulated from GME ESSER III application
554	Amount expended by the LEA from the ESSER III mandatory subgrant award to address the impact of learning loss	- To be prepopulated from Total Allocated and Expended Funds page
555	Summer learning or summer enrichment	<input type="radio"/> Yes <input type="radio"/> No
556	Afterschool programs	<input type="radio"/> Yes <input type="radio"/> No
557	Extended instructional time (school day, school week, or school year)	<input type="radio"/> Yes <input type="radio"/> No
558	Tutoring	<input type="radio"/> Yes <input type="radio"/> No
559	Additional classroom teachers	<input type="radio"/> Yes <input type="radio"/> No
560	Other additional staffing and/or activities to assess and support social-emotional well-being (excluding mental health supports), for students, educators and/or families	<input type="radio"/> Yes <input type="radio"/> No





# Uses of ESSER Funds – Title I LEAs



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

- ✓ Enter a description of how the selected activities or interventions funded by the LEA using the 20% required set-aside to address learning loss 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

570	<p>From the FY2021 Elementary and Secondary School Emergency Relief (ESSER III) Fund funding application, Program Narrative Questions page, copy and paste the original response to Question #2 below.</p> <p>"Please describe how the selected activities or interventions address the disproportionate impact of COVID-19 on each listed underserved student groups, including each major racial and ethnic group, children from low-income families, children with disabilities, English learners, migratory students, students experiencing homelessness, youth in foster care, and other groups disproportionately impacted by the pandemic that have been identified by the SEA." - Do not edit the response below. To update the response, enter an edited version in the next column).</p>	<p>If needed, enter edited version of original application response below. If there were no expenses from the 20% set-aside enter "N/A":</p>
*	<div style="border: 1px solid gray; height: 40px; width: 100%;"></div>	<div style="border: 1px solid gray; height: 40px; width: 100%;"></div>

  
**An initial response will be prepopulated from the LEA's approved ESSER III application**

  
**You can edit the response from your ESSER III grant here**  
  
**If there were no expenses from the set-aside – enter 'N/A'**

# Full-Time Equivalent (FTE) Positions

- The **Full-Time Equivalent (FTE) Positions** section is where the LEA will provide the total number of FTE positions for the LEA as of each listed reporting date
- LEAs should report **all FTEs regardless of their funding source**

## 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, 2022	<input type="text"/> * 793.T




# ESSER Reporting Supplement Submission



## Grants Management Enterprise GME

GME Home	<b>ESSER Reporting - Title I LEAs Sections</b> <hr/> Arizona Department of Education (000111000) Test District - FY 2023 Status: ESSER Reporting - Title I LEAs Draft Started Change Status To: <b>ESSER Reporting - Title I LEAs Report Submitted</b>
Administer ▶	
Search ▶	
Reports	



## Grants Management Enterprise GME

GME Home	<b>ESSER Reporting - Non-Title I LEAs Sections</b> <hr/> Arizona Department of Education (000111000) Test District - FY 2023 Status: ESSER Reporting - Non-Title I LEAs Draft Started Change Status To: <b>ESSER Reporting - Non-Title I LEAs Report Submitted</b>
Administer ▶	
Search ▶	
Reports	







# Data Reporting Timeline Review

ESSER Reporting Supplement opens in the **Grants Management system** the week of March 20<sup>th</sup>

Week of March 20, 2023

LEAs complete the ESSER Reporting Supplement

ADE provides technical assistance and support as needed

March – April 2023

**Deadline** for LEAs to submit the ESSER Reporting Supplement

April 21, 2023



# Opportunities for Support

## ADE Joint Webinar

We are jointly hosting a webinar in collaboration with ASBA, ASA, AASBO and ACSA on **March 27<sup>th</sup>** **from 3-4:30PM**. A registration link for this live session is posted at [www.azed.gov/ESSER-Data](http://www.azed.gov/ESSER-Data)

## ADE Open Office Hours Sessions

Our team invites you to attend one of our office hours to receive additional support and guidance with ESSER LEA 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](http://www.azed.gov/ESSER-Data):

- **April 4<sup>th</sup> – 3-4 PM - Tuesday**
- **April 12<sup>th</sup> – 3-4 PM – Wednesday**
- **April 19<sup>th</sup> – 3-4PM - Wednesday**



# Key Takeaways & Next Steps

- ✓ The **U.S. Department of Education** has released data reporting requirements that apply to all entities receiving **ESSER I, II and III funds**
- ✓ The data required include **fiscal, programmatic and personnel data elements** with a focus on reporting during **state fiscal years** (this cycle will focus on **state fiscal year FY22**)
- ✓ The **timeline** for LEAs to **submit** these data to ADE is a window between **the week of March 20<sup>th</sup> and April 21<sup>st</sup>**
- ✓ 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 requirements



# Thank You!



Please visit

[www.azed.gov/ESSER](http://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](http://www.azed.gov/ESSER-Data)**

If you have any questions, please contact us at:  
[ESSER@azed.gov](mailto:ESSER@azed.gov)

