**South Dakota Department of Education**

**EMERGENCY ASSISTANCE TO NON-PUBLIC SCHOOLS PROGRAM**

**APPLICATION**

**Released:** March 15, 2021

**Due:** April 15, 2021

**Updated:** March 17, 2021

Email applications to: [Michelle.Kronberg@state.sd.us](mailto:Michelle.Kronberg@state.sd.us) before or on April 15, 2021.

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# Emergency Assistance to Non-Public Schools (EANS) Program Background

Under the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA Act),

Pub. L. No. 116-260 (December 27, 2020), Congress authorized the Emergency Assistance to Non-Public Schools (EANS) program as part of the Act’s Governor’s Emergency Education Relief Fund. The EANS program is a reservation of funds under the CRRSA Act to provide services or assistance to non-public schools. Under the EANS program, the federal government will award grants, by formula, to each Governor with an approved Certification and Agreement to provide services or assistance to eligible non-public schools to address the impact that the Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on non-public school students and teachers in the state.

# Funds Available & Submission Timeline

The EANS Program is one-time funding. The funds available for services and assistance have been determined by dividing the total funds available by the total enrollment in non-public schools to obtain a per-student amount and multiplying that per-student amount by the enrollment in an individual non-public school. Enrollment numbers are based off the official 2020 fall enrollment count.

The fall enrollment count can be found here: <https://doe.sd.gov/ofm/enrollment.aspx>

The funds available for Services and Assistance per school can be found here: <https://doe.sd.gov/coronavirus/caresact.aspx>

Applications (one per organization) are due April 15, 2021. Within 30 days of receiving the application, the State shall respond in writing with an approval or denial letter. Incomplete or duplicate applications will not be considered. If a non-public school does not submit a complete application on or before April 15th, their allocation may be redistributed to participating non-public schools. Complete applications will include an application (Section A), allowable services & assistance (Section B), and signed assurances (Section C).

A PDF copy of the complete and signed application must be emailed to [Michelle.Kronberg@state.sd.us](mailto:Michelle.Kronberg@state.sd.us) before or on April 15, 2021. Applications that do not comply with deadline requirements will not be considered.

# Eligibility

By checking each box below, I affirm that the following is true and correct regarding my school:

The school requesting services or assistance is a non-profit school.

The school requesting services or assistance is accredited in accordance with state law.

The school requesting services or assistance existed and operated prior to March 13, 2020.

The school requesting services or assistance did not and will not apply for and receive a loan under the Small Business Administration’s Paycheck Protection Program (PPP) (15 U.S.C. 636(a)(37)) that is made on or after December 27, 2020.

NOTE: If a non-public school applied for a PPP loan on or after December 27, 2020, but did not receive funds under the PPP, the school may apply for services or assistance under the EANS program, as long as the non-public school meets the requirements and deadlines of this application. If a non-public school applied for or received a PPP loan prior to December 27, 2020, it remains eligible for the EANS program. Similarly, if a non-public school applies for but does not receive services or assistance through EANS, nothing in the Education Stabilization Fund would preclude that non-public school from applying for and receiving a PPP loan on or after December 27, 2020.

☐ None of the services or assistance for which I am requesting support in Section B of this application have already been supported by a loan under the PPP.

# School and Contact Information:

|  |  |  |
| --- | --- | --- |
| **Name of Organization:** |  | |
| **Mailing Address:** |  | |
| **City, State, Zip Code:** |  | |
|  | |  |
| **Title of Contact Person:** | | **Email Address:** |
|  | |  |
| **Printed Name of Contact Person** | | **Telephone:** |

# Section A - Application

Section 312(d)(3)(C) requires the State to prioritize services or assistance to non-public schools that enroll low-income students and are most impacted by COVID-19. Accordingly, the State requests that the school provide the data described below. Such data must not include personally identifiable information about students or their families.

A low-income family is defined as a family whose income is less than 185% of the federal poverty threshold.

|  |  |  |
| --- | --- | --- |
| **Household Size** | **Federal Poverty Guidelines** | **Low Income (if income is at or below)** |
| 1 | $12,760 | $23,606 |
| 2 | $17,240 | $31,894 |
| 3 | $21,720 | $40,182 |
| 4 | $26,200 | $48,470 |
| 5 | $30,680 | $56,758 |
| 6 | $35,160 | $65,046 |
| 7 | $39,640 | $73,334 |
| 8 | $44,120 | $81,622 |

1. **Enrollment and Low-Income Data**
2. Total 2019 Fall Enrollment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Number or estimated number of students from low-income families enrolled in the school in the 2019-2020 school year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Percentage or estimated percentage of total students in the school who are students from low-income families (i.e., 1.B/1.A): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_%
5. This number or estimated number from 1.B came from the following data source(s):

Free or reduced-price lunch data

Scholarship or financial assistance data

E-Rate data

Proportionality data: the number of students enrolled in a non-public school who reside in a Title I school attendance area multiplied by the percentage of public-school students in that same attendance area who are from low-income families. If the non-public school has students who reside in more than one Title I school attendance area, multiple calculations would be necessary.

Other relevant data, such as data that the non-public school has provided to the State for purposes of State or local programs.

The applicant is required to attach documentation supporting there number or estimated number of students from low-income families enrolled in the school in the 2019-2020 school year.

1. **Paycheck Protection Program (PPP)**
2. Did the school receive a loan guaranteed under the PPP *before* December 27, 2020?

Yes.

No.

1. If the answer to 2.A is yes, please respond to the following:
2. What was the total amount of the PPP loan? $\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Do you assure that any funds received under the EANS program will be services or assistance not already funded by the PPP loan?

Yes

No

**3. Equitable Services Under the CARES Act**

Did the school receive equitable services from an LEA under the CARES Act?

Yes

No

1. **Impact of COVID-19**

The applicant shall describe how COVID-19 has impacted the school, including but not limited to: (1) loss of tuition revenue; (2) decrease in enrollment; (3) lack of capacity to provide remote learning due to insufficient technological support, and (4) data documenting the extent of learning loss attributable to the educational disruptions caused by COVID-19. This can be attached as a separate document to the application.

# Section B – Allowable Services & Assistance

A non-public school may apply to receive services or assistance to address educational disruptions resulting from COVID-19 for:

1. Supplies to sanitize, disinfect, and clean school facilities
2. Personal Protective Equipment (PPE)
3. Improving ventilation systems, including windows or portable air purification systems
4. Training and professional development for staff on sanitization, the use of PPE, and minimizing the spread of infectious diseases
5. Physical barriers to facilitate social distancing
6. Other materials, supplies or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety
7. Expanding capacity to administer coronavirus testing to effectively monitor and suppress the virus
8. Educational technology
9. Redeveloping instructional plans for remote or hybrid learning or to address learning loss
10. Leasing sites or spaces to ensure social distancing
11. Reasonable transportation costs
12. Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss

Reimbursement for the expenses of any services or assistance described above that a non-public school incurred on or after March 13, 2020, except for the items listed below. These items are not reimbursable. However, an applicant may request services for these items in Table 3.

* Improvements to ventilation systems (including windows), except for portable air purification systems, which may be reimbursed (c).
* Staff training and professional development on sanitization, the use of PPE, and minimizing the spread of COVID-19 (d).
* Developing instructional plans, including curriculum development, for remote or hybrid learning or to address learning loss (i).
* Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss (l).
* Any expenses reimbursed through a loan guaranteed under the PPP (15 U.S.C. 636(a)) prior to December 27, 2020.

For additional information on allowable services, please see the Frequently Asked Questions posted at<https://oese.ed.gov/offices/education-stabilization-fund/emergency-assistance-non-public-schools/>

**Table 1: Requests for Reimbursement of Previous Expenses**

Applicants should list all prior expenses incurred on or after March 13, 2020, that are eligible for reimbursement in accordance with the above list. Applicants will have to be able to provide sufficient documentation, such as paid invoices or receipts, supporting such expenditures, and agree that the State shall gain title to materials, equipment, and property for which it provides reimbursement.

For the Category of Assistance column, indicate the letter from the above list which the expense falls under. Example: If you are asking for reimbursement of an invoice for hand sanitizer, type in “A”, as hand sanitizer would fall under the “Supplies to sanitize, disinfect, and clean school facilities” category.

|  |  |  |
| --- | --- | --- |
| **Category of Assistance** | **Description** | **Expense Amount** |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
|  | **TOTAL** |  |

**Table 2: Requests for Future Assistance (or Reimbursement of Future Expenses)**

Applicants should list all proposed obligations before July 24, 2021, that are eligible for reimbursement in accordance with the above list. Applicants will have 90 days to liquidate all obligations. Applicants will have to be able to provide sufficient documentation when expenses are incurred, such as invoices or receipts, and agree that the State shall gain title to materials, equipment, and property for which it provides reimbursement.

For the Category of Assistance column, indicate the letter from the above list which the expense falls under. Example: If you are asking for reimbursement of an invoice for hand sanitizer, type in “A”, as hand sanitizer would fall under the “Supplies to sanitize, disinfect, and clean school facilities” category.

|  |  |  |
| --- | --- | --- |
| **Category of Assistance** | **Description** | **Expense Amount** |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
| Choose an item. |  |  |
|  | **TOTAL** |  |

**Table 3: Requests for Future Services**

In accordance with the EANS program, the State is not able to reimburse for the four categories of expenses listed below. Applicants may request assistance for these services activities.

1. Improving ventilation systems, including windows or portable air purification systems
2. Training and professional development for staff on sanitization, the use of PPE, and minimizing the spread of infectious diseases
3. Redeveloping instructional plans for remote or hybrid learning or to address learning loss
4. Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss

In the table below, please describe in detail the assistance needed. For example, if requesting (d) professional development, indicate the specific type of training your staff are in need of? How many staff would be involved? and so forth.

|  |  |
| --- | --- |
| **Category of Assistance** | **Description** |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
| Choose an item. |  |
|  |  |

# Section C – Assurances

1. Ensure the title to materials, equipment, and property purchased with EANS funds, will belong to the State, and become the State’s property. Once the property of the State, materials and equipment shall be used only for the purpose it was intended and approved for.
2. Shall protect and be responsible for any loss, destruction, or damage to the State’s property which results from or is caused by applicants’ willful misconduct or negligent acts or omissions or from the failure on the part of applicant to maintain and administer that property in accordance with sound management practices. Applicants shall ensure that the property is tracked and returned to the State in like condition to that in which it was furnished to the applicant, reasonable wear and tear excepted. If there is the loss of, destruction of, or damage to any of the property owned by the State, applicant shall immediately notify the State and shall take all reasonable steps to protect the property from further damage.
3. Title to all property purchased or reimbursed with EANS funds shall remain property of the State. Applicants shall surrender to the State all property upon the completion, termination, or cancellation of this application. The State has the authority to remove all equipment from the school in accordance with 34 CFR 76.661(d)(1). After equipment and supplies are no longer needed for the purposes of the EANS program, the State may allow the use of the equipment or supplies in the non-public school to the extent they are needed for other allowable purposes under another federal education program. In such instances, the State will retain title to and maintain administrative control over, the equipment and supplies.
4. Ensure that all services or assistance provided under the EANS program, including materials, equipment, and any other items, will be secular, neutral, and nonideological.
5. Will cooperate with any examination of records by making records available for inspection, production, and examination, and authorized individuals available for interview and examination, upon the request of (i) the state or (ii) any other federal agency, commission, or department in the lawful exercise of its jurisdiction and authority.
6. Shall maintain documentation for all programmatic and financial records under this application for a period of five (5) full years following completion of this application. This documentation may be subject to audit, at any reasonable time and upon reasonable notice, by State or federal authorities.
7. Comply with all federal, state and local laws, regulations, ordinances, guidelines, permits and requirements applicable to providing educational services to students, and will be solely responsible for obtaining current information on such requirements.
8. Certifies that neither the applicant nor its principals are presently debarred, suspended, proposed for debarment or suspension, or declared ineligible from participating in transactions by the federal government or any state or local government department or agency. The applicant further agrees that it will immediately notify the State if during the term of this application the applicant or its principals become subject to debarment, suspension or ineligibility from participating in transactions by the federal government, or by any state or local government department or agency. The applicant further certifies that neither it nor its principals have, within a three (3) year period preceding the awarding of this application, been convicted of or had a civil judgment rendered against it for commission of fraud or been convicted of a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local transaction or contract or been convicted of a violation of federal or state antitrust statutes, embezzlement, theft, forgery, bribery, falsifications, destruction of records, making false statements, or receiving stolen property. Applicant further certifies that neither it nor its principals have, within a three (3) year period preceding this contract, had a federal, state, or local transaction terminated for cause or default.
9. Any application shall be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this application shall be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.
10. The State will monitor the Applicant to ensure compliance with program requirements and identify any failures in the administration and performance of the award. The monitoring plan will also serve to identify whether the Applicant needs technical assistance. In addition to program performance, the State will monitor financial performance. Monitoring will be used to document allowable and unallowable costs. Monitoring also will be used to follow up on findings identified in an earlier monitoring visit, from document reviews or after an audit to ensure that corrective action took place. As appropriate, the cooperative audit resolution process may be applied. The monitor plan may include on-site visits, follow-up, document and/or desk reviews, third-party evaluations, virtual monitoring, technical assistance and informal monitoring such as email and telephone interviews.
11. Applicant agrees to hold harmless and indemnify the State of South Dakota, its officers, agents and employees, from and against any and all actions, suits, damages, liability or other proceedings which may arise as a result of performing services hereunder. This section does not require the Applicant to be responsible for or defend against claims or damages arising solely from errors or omissions of the State, its officers, agents or employees.
12. Pursuant to Executive Order 2020-01, for Applicants with five (5) or more employees who enter into an application with the State of South Dakota that involves the expenditure of one hundred thousand dollars ($100,000) or more, by signing this Application the Applicant certifies and agrees that it has not refused to transact business activities, have not terminated business activities, and has not taken other similar actions intended to limit its commercial relations, related to the subject matter of the application, with a person or entity that is either the State of Israel, or a company doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel to do business, or doing business in the State of Israel, with the specific intent to accomplish a boycott or divestment of Israel in a discriminatory manner. It is understood and agreed that, if this certification is false, such false certification will constitute grounds for the State to terminate this application. The applicant further agrees to provide immediate written notice to the State if during the term of the application it no longer complies with this certification and agrees such noncompliance may be grounds for contract termination.
13. I hereby certify that the school will comply with the Child Internet Protection Act.
14. The applicant certifies that it will or will continue to provide a drug-free workplace as required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 -A.
15. Costs must meet the seven general criteria factors to be allowable under federal awards, as follows: Costs must 1) be necessary and reasonable for the performance of the federal award, 2) conform to any limitations or exclusions set forth in these principles or the federal award as to the types or amount of cost items, 3) be consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the institution, 4) be accorded consistent treatment, 5) be determined in accordance with generally accepted accounting principles (GAAP), 6) not already be included in a cost sharing or matching requirements of any other externally financed program, and 7) be adequately documented.
16. A cost is reasonable if in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost.

|  |  |
| --- | --- |
| *I certify to the best of my knowledge and belief, all of the information in this application is true and correct. I further understand that knowingly making a false statement or misrepresentation on this application may subject me to criminal or civil penalties under applicable state and federal laws.* | |
|  |  |
| **Title of Authorized Representative:** | **Email Address:** |
|  |  |
| **Authorized Representative of the School (Typed Name**): | **Telephone:** |
|  |  |
| **Signature of Authorized Representative of the School:** | **Date:** |