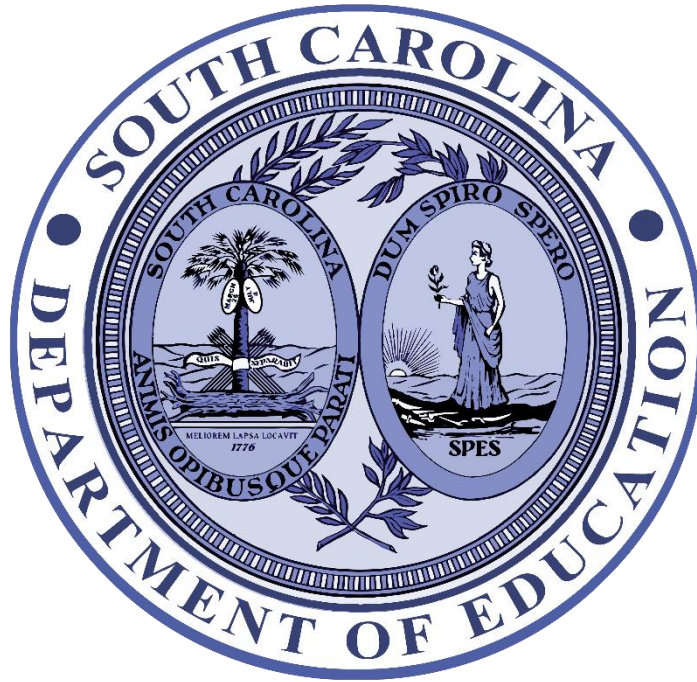




OEP Research and Data Team

Jennifer Wheeler
Office of Emergency Programs

Ellen Weaver
State Superintendent of Education

Progress Report

- ESSER II: \$792,332,525.85 funds claimed by LEAs
 - 94% of South Carolina's total allocation
- ARP ESSER: \$972,151,825.61 funds claimed by LEAs
 - 51% of South Carolina's total allocation



ESSER II Reminder

- All funds must be obligated by September 30, 2023
 - When an obligation is [made](#) (CRF 76.707)
- All funds must be claimed by December 30, 2023
- Final quarterly reports for ESSER II due January 5, 2024



Quarterly Reports & Funding Transparency Dashboard



Reporting Requirements

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



“Funds Claimed in GAPS During the Quarter”

- Any claim submitted to GAPS during the applicable reporting period
 - Ex. If a claim was submitted on February 15, 2022 that reflects an expenditure from November 15, 2021, the claim will be reported on the report due April 5, 2022
 - Reports should align with the timestamp associated with the claim in GAPS
 - This is because the new forms should be completed based on when a claim was submitted to GAPS regardless of what quarter the claim reflects



Report Due Dates

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



Dashboard

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



Amending Quarterly Reports

- To Amend reports from the April 5, 2022 report to the end of the period of availability
 - Reports are now being auto-populated onto a master spreadsheet that will be used to populate the ESSER funding transparency dashboard
 - If a report needs to be amended, please email the scesser@ed.sc.gov and indicate which report will be changing to ensure we are recording the appropriate report
 - Submit the revised quarterly report via Formstack



Amending Quarterly Reports

- To amend reports from the beginning of the period of availability through the report due January 5, 2022
 - Email the scesser@ed.sc.gov email account and ask for a copy of the old Excel version of the quarterly report form
 - Amendments from this period must be consistent with the old reporting process where districts were required to report both the funds claimed in GAPS within the quarter and actual expenditures



Amendments & Return to In-Person Plan



Amendment Process

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



Amendment Components

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



ARP Plan

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



Return to In-Person Plan

- The Return to In-Person Plan must be reviewed and as appropriate revised every six months
- Must review the plan semi-annually even if already in person
- Next update due November 2023



Documentation Requirements



Documentation Requirements

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



Documentation Requirements

- Time and effort is required for all employees paid with ESSER funds
 - Including bonuses and premium pay
- Blanket certifications are allowed but must be signed by someone with a first-hand knowledge of the employee's time



Annual Performance Report



Annual Performance Report

- We do not have the dates for the Year 4 Annual Performance Report
- It is likely the 4 reporting categories will stay the same
 - Addressing physical health and safety, meeting students SEL needs, etc.
- Student demographic data will be collected in Year 4



General Reminders



Obligation Deadlines

- ESSER II: September 30, 2023
- ARP ESSER: September 30, 2024
- Note: The obligation deadlines are the same for any state reserve ESSER funds allocated to districts.



When an Obligation is Made

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



ESSER II Deadlines

- All funds must be obligated by September 30, 2023
- All funds must be claimed by December 30, 2023
- Final quarterly reports for ESSER II due January 5, 2024



Questions?

- ESSER Email: scesser@ed.sc.gov
- Jennifer Wheeler: jcwheeler@ed.sc.gov
- John Massengill: jwmassengill@ed.sc.gov

