Louisiana Department of Education
American Rescue Plan Act (ARPA) Stabilization Grant Funds

1. Who is conducting the ARPA grant survey?

The Louisiana Department of Education (LDOE) is conducting a survey related to the American Rescue Plan Act (ARPA) Stabilization grants. LDOE has partnered with the Early Childhood Grant Assessment Program to collect information regarding the use of ARPA Stabilization grant funds. LDOE will also use this information to direct future technical assistance.

The Early Childhood Grant Assessment Program is administered by the Louisiana Department of Education and is a continuation of work performed by Postlethwaite and Netterville.

2. Who is required to participate in the ARPA grant survey?

Type I, II, and III licensed early learning centers and Child Care Assistance Program (CCAP) certified in-home and family child care providers that received ARPA Grant Round 3, ARPA Grant Round 4, and/or the CCAP Bonus Grant Payment. Head Start/Early Head Start partner sites with before- and after-care services for CCAP children that received ARPA Grant Round 3 and/or 4.

3. Are closed providers required to participate in the survey?

Yes, child care providers that received ARPA grant funds and are currently closed are required to participate in the grant survey(s).

4. Are providers who have not spent any of the funds from ARPA Round 3, ARPA Round 4, and/or the CCAP Bonus Grant Payment required to participate in the survey?

Yes, child care providers that received ARPA grant funds are required to participate, regardless of the amount of ARPA grant funds spent. If grant funds from ARPA Round 3, ARPA Round 4, and/or the CCAP Bonus Grant Payment have not been expended as of 3/31/2024, the checkbox in question C1 of the survey should be selected.

5. What are the timelines for each survey?

The survey for ARPA Grant Round 3 and 4 will be available during the week of April 1, 2024. Survey emails will be sent directly to providers during the week of April 1, 2024 – April 5, 2024. **The survey must be completed by the deadline of April 18, 2024.**

6. When were the ARPA grants distributed?

ARPA Grant Round 3 was distributed around April/May 2023. ARPA Grant Round 4 was distributed around August/September 2023. The CCAP Bonus Grant Payment was distributed in September 2023. Information regarding the amounts distributed to the provider are available in Section B. Grant Funds Distributed within each survey.

7. Can I access the LDOE Grant Portal with my smartphone?

No, the survey must be completed online using a desktop browser, such as Google Chrome. Mobile devices are not supported.

8. What should I do if I never received the survey launch notification email?

Emails will be sent during the week of April 1, 2024 (see question #5 above). If you have not received an email by 2pm on Friday, April 5th, search your inbox, junk, and spam folders for an email from info@ldoe-pnsurvey.com. If you are unable to locate, email info@ldoe-grantprogram.com and include your license number and facility name with your email inquiry.

9. What should I do if my email address and/or phone number has changed?
Email info@ldoe-grantprogram.com and include your license number, facility name and updated contact information.

10. Where is the link to access the portal?
If you have not previously registered, you will have a unique link in the email that is sent directly to you. If you previously registered, you can access the portal by entering your prior login credentials on the portal login page at https://ldoe-grantprogram.com

11. Who do I contact if the survey link or LDOE Grant Portal is not working?
If you experience technical issues accessing the LDOE Grant portal, reach out to the Early Childhood Grant Assessment Program via email at info@ldoe-grantprogram.com. Include your license number, facility name, and a description of the issues and/or error message. If possible, include a screenshot showing the error.

12. How can I reset my password?
If you have previously registered and need to reset your password, click on "Forgot Your Password?" on the login page. You must use the same email that was previously used to register. Follow the prompts to reset the password.

13. How do I access my response(s) for the prior surveys?
After you login to the LDOE Grant Portal, you can access all survey responses from the "Your Providers" page next to the survey type CCAP, Round 1-5; CCAP, Round 6; Non-CCAP, Type I/II; or ARPA, Rounds 1-2. **Expenses paid for with LaCAP grant funds or ARPA Grant Rounds 1 – 2 funds should not be entered into the ARPA Grant Round 3 and 4 survey response.**

14. What is the time period for expenses to be included in Section C. Grant Funds Expended?
Expenses paid through 3/31/2024 with funds from ARPA Grant Round 3, ARPA Grant Round 4, and/or the CCAP Bonus Grant Payment received by the facility should be entered in Section C. Grant Funds Expended.

ARPA grant funds could have been used for eligible expenses since January 31, 2020, unless otherwise noted in guidance provided by the Louisiana Department of Education.

If ARPA grant funds from ARPA Round 3, 4, and/or the CCAP Bonus Grant Payment have not been expended as of 3/31/2024, select the checkbox in response to Question C1. of the survey.

15. If I previously received LaCAP or ARPA Round 1 and 2 grant funds, should this be included in the information entered in Section C. Grant Funds Expended of the survey?
No, only expenses paid with ARPA grant funds received in ARPA Grant Round 3, ARPA Grant Round 4, and/or the CCAP Bonus Grant Payment should be entered in the ARPA grant survey. **Expenses paid for with LaCAP grant funds or ARPA Grant Rounds 1 - 2 funds should not be entered into the ARPA Grant Round 3 and 4 survey response.**

16. Do I need to provide grant fund expense supporting documentation with the survey response?
No, you do not need to provide supporting documentation with the survey response. Supporting documentation will be required if a provider is selected to participate in the grant assessment.

17. Where can I find examples of allowable use of ARPA grant funds?

Within the ARPA survey, select the link to an attached PDF below question C4 in Section C. Grant Funds Expended.

18. If the expenditure paid with ARPA grant funds is not specifically listed as an example of eligible/allowable use, how do I find out if it is allowable and/or if I should include it within my submission of the ARPA grant survey?

The eligible/allowable use list is not comprehensive, but rather provides examples. If you have questions regarding the eligible use of ARPA grant funds, please contact LDOE Provider Help Desk at (225) 250-7635 or CCAPPHD@la.gov.

19. Can I save my entries and come back to the survey before submitting the survey information in the LDOE Grant Portal?

Yes, use the "Save Form" function frequently to save your progress.

20. Can I edit my submission of the ARPA grant survey (add/remove amounts, revise categories)?

Once the survey has been submitted in Section D. Provider Survey Submission, you **cannot** edit or make changes to the submission. If you submit the ARPA grant survey in error, reach out to the Early Childhood Grant Assessment Program via the Info Account at info@ldoe-grantprogram.com

21. How can I confirm that my survey was successfully submitted?

Once the survey is successfully submitted, the Provider Status will show as Submitted. The Provider Status is available in the header section of each survey screen and within the "Your Providers" section after logging into the LDOE Grant portal.

22. What should I do if I cannot submit my survey?

If you attempt to complete the survey and the status does not change, please try the actions below:

- Click "Save Form" function before clicking "Next page".
- In Section A. Overview and Background, confirm that you have selected an option from the drop down menu and select "Save Form" at the bottom of the section.
- In Section C. Grant Funds Expended as of 3/31/2024, confirm that the amount in C1 (top of the page) agrees to the amount in C4.ix (bottom of the page).
- In Section C. Grant Funds Expended as of 3/31/2024, check that all questions have an amount. For categories with a zero amount, enter $0.00 and do not leave the field blank.
- Section D. Provider Survey Submission will show all questions that are not answered in red, which are preventing the survey submission.