



Emergency Assistance for Non-Public Schools (EANS) Program

Application Process Webinar #2
March 25, 2021

Agenda

- EANS Program Application Timelines
- Application Phases & Allocation Methodology
- EANS Program Application Reminders
- Common Questions
- Next Steps and Resources
- Open for Questions

About this Webinar

- Focus:
 - Application Reminders
 - Common Questions
- For EANS Program Background Information, please view the [March 8th Launch Webinar](#) at the [Federal Support and Grantee Relations Library](#).
- We are currently in the eligibility phase. **Any information collected on reimbursements/future expenditures in the eligibility application is for informational purposes and may be edited by the school during the budget application.**
- When the budget application becomes available, LDOE will host a webinar to review the budget process including allowable expenses as reimbursements and/or future expenditures.

EANS Program Application Timeline

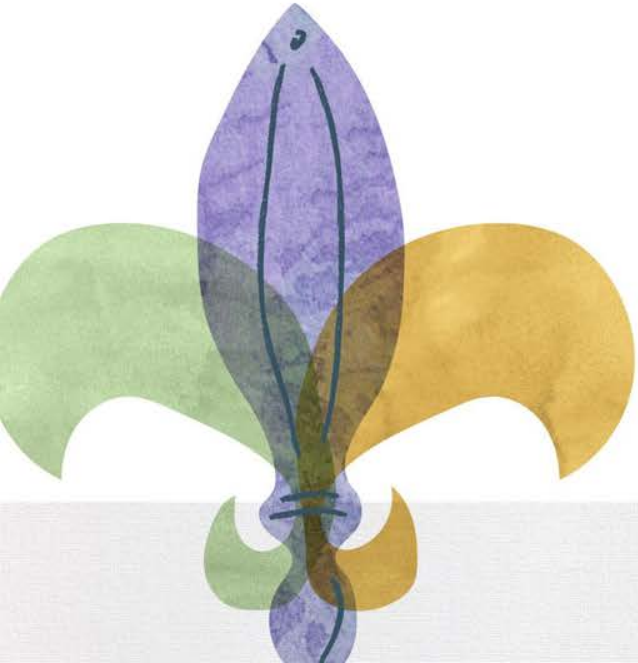


Timeline

EANS Program Timeline:

DATE	ITEM
March 5, 2021	Phase 1: Eligibility Application made available
April 4, 2021 <i>*Please note this deadline may be during your school's spring break period.</i>	Phase 1: Eligibility Application Due
No later than 30 days from receipt of Phase 1: Eligibility Program Applications	Phase 1: Eligibility Applications are approved or denied
Early May 2021	Phase 2: Budget Application made available

Application Phases & Allocation Methodology



Application Phases

This EANS program and application process will consist of two separate phases:

1. Eligibility Phase – We are currently in this phase.
2. Budget Phase – More information will be available when we reach this phase.

Phase 1 – Eligibility Application Phase

- Intention of an eligible school to participate in the EANS Program – Schools have the option to opt out
- Provide a preliminary allocation of EANS funding available to the school
- Gather **informational data** on goods/services where the school may be seeking reimbursement and/or future assistance
- School will be reviewed for EANS Program eligibility

Preliminary Allocation Development

The allocation amount listed for the school in the eligibility application is an *estimate*.

- Final count of students from low-income families is collected and reviewed in the eligibility application and is needed to finalize the allocation amounts.
 - For the 2019-2020 school year
- Allocation amounts will not be finalized until after all eligibility applications have been submitted.
- Allocation amounts will be adjusted, upward or downward.
- Adjustments to allocations will be incorporated into the budget phase.

Allocation Formula Methodology

The allocation formula methodology includes two components:

1. an allocation for total student enrollment; and
2. an allocation for enrolled students that are from low-income families

The preliminary total enrollment allocation per pupil is \$496 and the student from low income families per pupil is \$496.

Allocation Formula (2019-2020 School Year):

$$\begin{aligned} & \text{Total Student Enrollment} \times \$496 \\ & + \text{Total Students from Low Income Families} \times \$496 \\ & = \text{Total Allocation Amount} \end{aligned}$$



EANS Program Application Reminders



Access the Application



- Click on the “Access the EANS Application” button on the LDOE homepage
- This will open the [Federal Support and Grantee Relations Library](#)

Access the Application

- Application and resource materials are located in the [Federal Support and Grantee Relations Library \(FSGR\)](#).
- Review the resource materials before and while filling out the application.
- When you are ready to apply, click the “Access the EANS Application” white circle to view the application link

FEDERAL SUPPORT AND GRANTEE RELATIONS LIBRARY



EMERGENCY ASSISTANCE TO NON-PUBLIC SCHOOLS (EANS) PROGRAM

File
EANS Allocation Approved with Low Income Numbers PDF
EANS Application User Manual PDF
EANS Frequently Asked Questions PDF
EANS Program Information PDF
EANS Program Launch Webinar - March 8, 2021 PDF
EANS Program Resource Links PDF
EANS Request for Appeal of Eligibility Application Determination PDF
GEERF II EANS Overview: 02.02.21 PDF
EANS Program Application Walkthrough
ED EANS FAQs -1.14.21 PDF
ED GEER II EANS Methodology Table - 1.8.21 PDF

Applicant Portal User Manual

- It is the school's responsibility to regularly check the Applicant Portal for updates
- Please log into your account every few days to check on your application status and reply to any reviewer comments
- You may upload supporting documentation to your file as needed/requested
- Utilize the EANS Application User Manual for assistance

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EMERGENCY ASSISTANCE TO NON-PUBLIC SCHOOLS (EANS) PROGRAM

File

[EANS Allocation Approved with Low Income Numbers PDF](#)

[EANS Application User Manual PDF](#)

[EANS Frequently Asked Questions PDF](#)

[EANS Program Information PDF](#)

[EANS Program Launch Webinar - March 8, 2021 PDF](#)

[EANS Program Resource Links PDF](#)

[EANS Request for Appeal of Eligibility Application Determination PDF](#)

[GEERF II EANS Overview: 02.02.21 PDF](#)

[EANS Program Application Walkthrough](#)

[ED EANS FAQs -1.14.21 PDF](#)

[ED GEER II EANS Methodology Table - 1.8.21 PDF](#)

School Contact Information

The screenshot shows a web form for the Louisiana Department of Education EANS Program. The page title is 'Louisiana Department of Education EANS Program' and the user is logged in as 'My Account You'. The form is titled 'Confirm your contact information' and includes a 'Save Draft and Exit' link. The form fields are: First Name, Last Name, Email address (redacted), Phone Number, Address 1, Address 2 (Optional), City, State, and ZIP/Postal Code. At the bottom, there are 'Next >' and 'Revert' buttons.

- All program communications will be sent to this email address
- It is the school's responsibility to contact the EANS program if updates or changes are needed to any contact information
- Please email info@LDOE-EANS.com to provide contact information updates

Selecting Your School

Step 3 of 8 ·

[Save Draft and Exit](#)

Part A: Applicant Information

Use the Search bar at the top of this section to locate your school. You can search by School Name or Site Code. When you select the applicable school and site code, several of the fields below will be completed for you.

To ensure full consideration, please fill out this application accurately and completely. All statements should be true and honest. Failure to complete the application may result in a delay of grant funding.

A1. School Mailing Address

A1.i Name of School: *

If you cannot locate your institution, please call our communications team at 1-833-575-1727 to verify your school eligibility for EANS funds.

A1.ii Site Code *

A1.iii Mailing Address * ⓘ

A1.iv Mailing Address 2:

A1.v City *

A1.vi State *

A1.vii Zip Code * ⓘ

- Search the name of your school in the dropdown
- If you experience issues, try moving back and forward or logging out and back into the application
- If that does not work, you may manually type in this data
- Site Code: One application may be submitted per site code

Allocation Amounts

A4. Participation Information

A4.i - As noted at the beginning of this application, a preliminary allocation of EANS funding has been calculated for this school. Based on the school name provided in the application, your proposed fund amount is as follows. If you entered your School Name and Site Code in manually, please refer to the Department of Education website for your preliminary allocation of EANS funding. Please note that this is an estimate and is subject to change at the discretion of the Louisiana Department of Education. ⓘ

- This allocation amount was calculated using data from the 2019-2020 school year.
- If you manually entered in your school name, please visit the [FSGR Library](#) to view your school's allocation information.

Opting Out of the EANS Program

A4.iii Your school has the option to opt out of receiving these funds. By selecting “No” below, your school is indicating that it will not participate in the EANS Program. Your application will not be reviewed and your school will not be allowed to re-enter the program at a later time. Do you wish to proceed with the EANS application? *

Select your option



- Your school may opt out of the EANS Program. Please access the application and respond to this question accordingly.
- If your school chooses to opt out, your application will not be reviewed and your school will not be allowed back into the program.
- Your school will also have the option to opt out during the Phase 2 budget phase.

D-U-N-S Number

D-U-N-S Number:

- A D-U-N-S Number is no longer required to participate in the EANS Program.
- If you know your school's D-U-N-S Number or can easily access it, please enter it into the application. This will assist LDOE.
- Your school does not need to register for a D-U-N-S Number.

Help Text

Part D. Please select all options that apply. You may select reimbursement, future expenditures, or both as applicable.

D1. Supplies to sanitize, disinfect, and clean school facilities

Reimbursement ⓘ

My school expects to work with LDOE to procure these goods or services after March 5, 2021 through the state procurement process.

Future Expenditure ⓘ

- Please note the (?) at the end of certain questions.
- This is help text which provides more information to assist with your answer to the question.
- Help text can be found throughout the application.

PPP Loans and EANS Program

PPP Loan Clarification:

- Schools must attest that they did not and **will not** apply for and receive a PPP loan on or after December 27, 2020.
- This is an eligibility requirement for the EANS Program.

Personal Paycheck Protection (PPP) Clarification

Before December 27, 2020	On or After December 27, 2020
A non-public/non-profit school that received a PPP loan <u>PRIOR</u> to December 27, 2020 is eligible for EANS.	A non-public/non-profit school that applies for and receives a PPP loan after December 27, 2020, is not eligible for EANS. A non-public/non-profit school that applies for but does not receive a PPP loan is eligible for the EANS.

PPP Loans, Other Federal Programs, and EANS Program

PPP Loan Clarification:

- If the school decides to accept funds for a PPP loan on or after December 27, 2020, it is the school's responsibility to inform LDOE of this decision by emailing info@LDOE-EANS.com. The school will no longer be eligible to receive EANS assistance.
- Please note PPP funds may have been given to a school through its associated church to cover the school's COVID-19 expenses. This will need to be counted as PPP funds in the EANS eligibility application.
- Any expenses already covered by a CARES Act Program or any other federal program including a PPP loan cannot be used as allowable expenses in the EANS Program.
- During the eligibility review process, we may reach out to clarify PPP loan information.

Reimbursements and Future Expenditures

- The information collected in this section of the Phase 1 eligibility application is for *informational data gathering* purposes only.
- While we ask that schools be as exact as possible, this information may be changed in the Phase 2 budget application.
- Schools will also have the opportunity to opt out of the EANS Program during the Phase 2 budget application.

Items Allowed as Reimbursements

- Supplies to sanitize, disinfect, and clean school facilities
- Personal protective equipment (PPE)
- Portable air purification systems
- Physical barriers to facilitate social distancing
- Other materials, supplies, or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety
- Expanding capacity to administer coronavirus testing to effectively monitor and suppress the virus
- Educational technology (including hardware, software, connectivity, assistive technology, and adaptive equipment) to assist students, educators, and other staff with remote or hybrid learning
- Leasing sites or spaces to ensure safe social distancing
- Reasonable transportation costs

Items Allowed as Future Expenditures

- Supplies to sanitize, disinfect, and clean school facilities
- Personal protective equipment (PPE)
- Improving ventilation systems, including windows or portable air purification systems
- Training and professional development for staff on sanitization, the use of PPE, and minimizing the spread of infectious diseases
- Physical barriers to facilitate social distancing
- Other materials, supplies, or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety
- Expanding capacity to administer coronavirus testing to effectively monitor and suppress the virus
- Educational technology (including hardware, software, connectivity, assistive technology, and adaptive equipment) to assist students, educators, and other staff with remote or hybrid learning
- Redeveloping instructional plans, including curriculum development, for remote or hybrid learning, or to address learning loss
- Leasing sites or spaces to ensure safe social distancing
- Reasonable transportation costs
- Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss

Items Not Allowed for Reimbursement nor Future Expenditures

There are two expenses that are NOT allowable expenses in the EANS Program as specifically outlined in the federal guidance:

- Payroll expenses
- Vendor expenses to perform cleaning services
 - A school may be reimbursed or provided future services for cleaning supplies but not for a vendor performing the cleaning

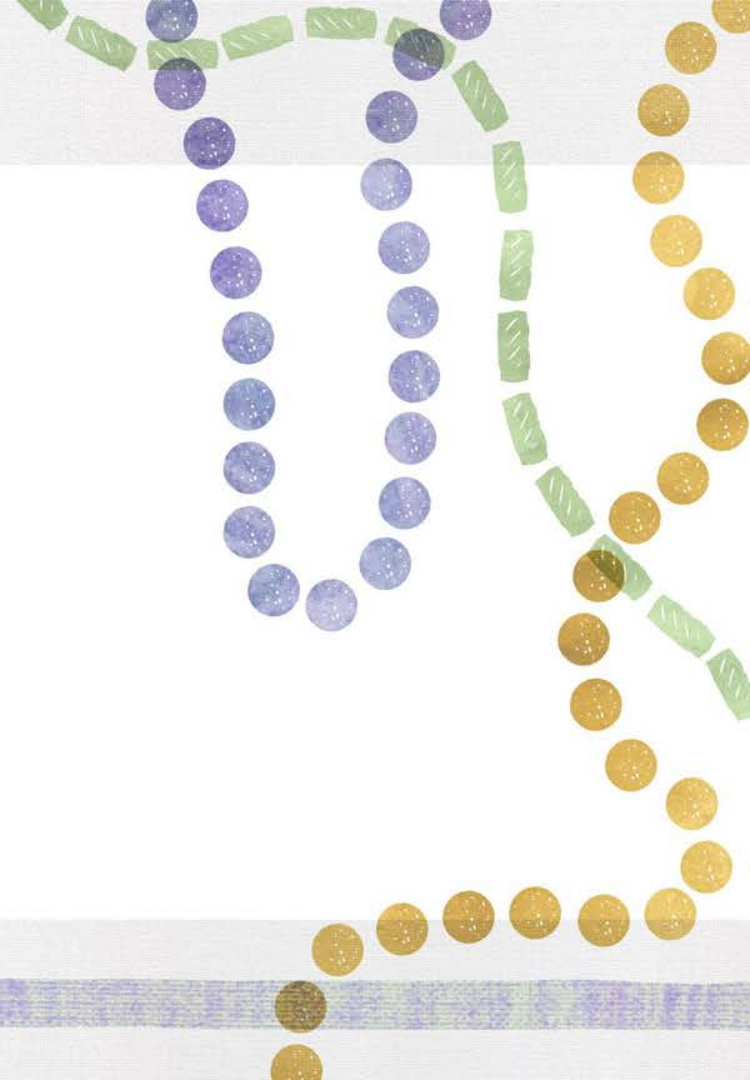
What does “Reimbursements” mean for the EANS Program?

- Reimbursements: **Must be related to COVID-19 Expenses**
 - Your school will receive payment for allowable expenses incurred and paid after March 12, 2020 through March 5, 2021
 - LDOE will then gain title to the materials, equipment and/or property reimbursed with EANS funds
 - Your school will be responsible for following LDOE’s inventory process including the tracking and reporting of these items
 - A school may use these items through the end of the EANS Program (September 30, 2023). Your school will need to work directly with LDOE if you wish to continue using these items beyond this date.

What does “Future Expenditures” mean for the EANS Program?

- Future Expenditures: Must be related to COVID-19 Expenses
 - Your school will receive goods and/or assistance (not payment) through the LDOE procurement process for allowable expenses incurred after March 5, 2021
 - LDOE will hold the title to the materials, equipment and/or property purchased with EANS funds
 - Your school will be responsible for following LDOE’s procurement and inventory process including the tracking and reporting of these items
 - A school may use these items through the end of the EANS Program (September 30, 2023). Your school will need to work directly with LDOE if you wish to continue using these items beyond this date.

Common Questions



What expenses are eligible for consideration?

Reimbursements:

- Supplies to sanitize, disinfect, and clean school facilities
- Personal protective equipment (PPE)
- Portable air purification systems
- Physical barriers to facilitate social distancing
- Other materials, supplies, or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety
- Expanding capacity to administer coronavirus testing to effectively monitor and suppress the virus
- Educational technology (including hardware, software, connectivity, assistive technology, and adaptive equipment) to assist students, educators, and other staff with remote or hybrid learning
- Leasing sites or spaces to ensure safe social distancing
- Reasonable transportation costs

Future Expenditures:

- Supplies to sanitize, disinfect, and clean school facilities
- Personal protective equipment (PPE)
- Improving ventilation systems, including windows or portable air purification systems
- Training and professional development for staff on sanitization, the use of PPE, and minimizing the spread of infectious diseases
- Physical barriers to facilitate social distancing
- Other materials, supplies, or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety
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- Redeveloping instructional plans, including curriculum development, for remote or hybrid learning, or to address learning loss
- Leasing sites or spaces to ensure safe social distancing
- Reasonable transportation costs
- Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss

Is my school eligible if we do not participate in Title I?

- Yes, you may still be eligible if you meet all eligibility requirements.
- Participation in Title I is not a requirement for the EANS Program.

Is my school eligible if we received PPP funding?

- It depends on when you received PPP funds.
- If the school decides to accept funds for a PPP loan on or after December 27, 2020, it is the school's responsibility to inform LDOE of this decision by emailing info@LDOE-EANS.com. The school will no longer be eligible to receive EANS assistance.
- Please note: Expenses that were covered by PPP funds cannot be submitted to the EANS Program.

Personal Paycheck Protection (PPP) Clarification

Before December 27, 2020	On or After December 27, 2020
A non-public/non-profit school that received a PPP loan <u>PRIOR</u> to December 27, 2020 is eligible for EANS.	A non-public/non-profit school that applies for and receives a PPP loan after December 27, 2020, is not eligible for EANS. A non-public/non-profit school that applies for but does not receive a PPP loan is eligible for the EANS.

Do I need to fill out the application if my school wishes to opt out of the EANS Program?

- We encourage all schools to log into the application and select the opt out option if they so choose. The school will not need to complete the entire application.
- Please note: If you opt out, your application will not be reviewed and your school will not be allowed to re-enter the EANS Program.

How do I log back into my application to either respond to my reviewer or upload documentation?

- Please visit the [Application User Manual](#) (begin on Page 14) at the [Federal Support and Grantee Relations Library](#) for a walkthrough of these steps.
- Feel free to call 1-833-575-1727 or email info@LDOE-EANS.com with questions.

What if my school's pre-populated data is incorrect?

- If any pre-populated is incorrect, please log into the Applicant Portal and message your reviewer.
- Please note that enrollment numbers are for the 2019-2020 school year.

How do I edit my application after it has been submitted?

- Applications cannot be edited after they have been submitted.
- If you need to edit or make an update to your submitted application, please log into the Applicant Portal and message your reviewer.



Next Steps and Resources



Next Steps

- Phase 1 Eligibility Application:
 - Complete Phase 1 of the application located in the [Federal Support and Grantee Relations Library](#) on the LDOE website
 - Review the resource materials
 - Application Deadline: **Sunday, April 4 at 11:59pm**
 - **This may be during your school's spring break period**
- Phase 2 Budget Application:
 - Be on the lookout for information concerning the Phase 2 budget application and application deadline

EANS Program Contact Information

For more information or questions specific to the Louisiana EANS Program:

Via Phone - 1-833-575-1727

Via Email - info@LDOE-EANS.com



Open for Questions