ESSER Annual Reporting Webinar

Phase I Data Collection

March 16, 2022
Agenda for Today’s Presentation


• Walk through Phase I ESSER data collection requirements

• Provide instructions for how to fill out and submit the Phase I data collection template to the Integrated Data Submission (IDS) portal
Background: ESSER Recovery Funding

$540 million total funding available to LEAs through

ESSER I-CARES  ESSER II-CRRSA  ESSER III-ARP

As a condition of receiving ESSER funds, OSSE and LEAs are required to complete annual reporting to USED

Note: This webinar is focused on reporting for LEAs that received ESSER I, II, or III funds during FY21 (Oct. 1, 2020-Sept. 30, 2021).
## ESSER Recovery Funding Reporting Timeline

**TODAY:** LEAs will understand timelines for ESSER annual reporting

<table>
<thead>
<tr>
<th>January 2022</th>
<th>February 2022</th>
<th>March 2022</th>
<th>April 2022</th>
<th>May 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organizing and Preparing</strong></td>
<td><strong>Submission to OSSE Collection Tool</strong></td>
<td><strong>USED Final Deadline</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>USED releases reporting form</td>
<td>OSSE releases Phase I collection tool and instructions</td>
<td>OSSE reviews submitted data and enters it into the USED portal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OSSE webinar to review preliminary timelines and requirements</td>
<td>LEAs submit Phase I data collection by March 31</td>
<td>OSSE to submit LEA data and other ESSER reporting data</td>
<td></td>
<td></td>
</tr>
<tr>
<td>USED finalized reporting form</td>
<td>LEAs submit Phase II data collection in IDS portal and review/certify pre-populated data in Qlik App by April 21</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

We are here
ESSER Recovery Funding Reporting Process

**Phase I: March**

*Series of true/false questions on spending decisions and one narrative on evidence-based interventions*

**March 16: Tools & Resources Published**
- Webinar at 10 a.m. to review data required for the Phase I collection. Register [here](#).
- Instructional guide for Phase I collection posted on [ESSER recovery funding website](#).
- [IDS portal](#) opens for LEAs

**March 31: Data Due to OSSE**
- Deadline for LEAs to upload completed templates into the IDS Portal

**Phase II: April**

*Detailed expenditure data by spending activity (e.g., health and safety, student academic needs) and by cost type (e.g., personnel, supplies)*

**April 1: Tools & Resources Published**
- Webinar at 10 a.m. to review data required for Phase II collection. Register [here](#).
- Instructional guide for Phase I collection posted on [ESSER recovery funding website](#).
- [IDS portal](#) opens for LEAs

**April 21: Data Due to OSSE**
- Deadline for LEAs to upload completed templates into the IDS Portal
# ESSER Recovery Funding Phase I Reporting Process

<table>
<thead>
<tr>
<th>Action</th>
<th>Location</th>
<th>Estimated Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Log into IDS portal and download the template</td>
<td>IDS Portal</td>
<td>&lt; 2 minutes</td>
</tr>
<tr>
<td>Download the instructional guide</td>
<td>OSSE Recovery Funding Website</td>
<td>&lt; 2 minutes</td>
</tr>
<tr>
<td>Complete the reporting template</td>
<td>Spreadsheet downloaded from IDS Portal</td>
<td>~2 hours</td>
</tr>
<tr>
<td>Submit completed template</td>
<td>IDS Portal</td>
<td>5-15 minutes (this step may require corrections to the spreadsheet, if there are errors)</td>
</tr>
</tbody>
</table>
ESSER Recovery Funding Phase I Reporting

**TODAY**: LEAs will understand Phase I ESSER data collection requirements

- Safe In-Person Instruction
- Provide Internet Access
- Reengaging Students
- Allocation of ESSER Resources
- ARP ESSER Mandatory Requirement
Your IDS credentials were emailed to you by OSSE if you are registered as an LEA Finance/Grant Manager in eSchoolPLUS.

If you do not have credentials, please email OSSE.ESSER@dc.gov for support.
1. Locate the Download button in the ESSER FY21 Phase 1 collection row and click it.
2. Select Template. The ESSER FY21 Phase 1 Template workbook will download to your computer.
Access the Instructional Guide

Table of Contents

Overview .......................................................................................................................... 2
Support ........................................................................................................................... 1
Using the Application ..................................................................................................... 2
Logging In ...................................................................................................................... 2
Getting Started ............................................................................................................ 2
Downloading the Template ............................................................................................ 3
Completing the Template ............................................................................................... 4
Safe In-Person Instruction ............................................................................................. 8
Provide Internet Access ............................................................................................... 4
Reengaging Students ...................................................................................................... 0
Allocation of ESSER Resources .................................................................................... 6
ARP ESSER Mandatory Requirement ............................................................................ 7
Uploading the Data ........................................................................................................ 8
Resolving errors ........................................................................................................... 8
Viewing Historical Uploads ........................................................................................... 9
ESSER Recovery Funding Phase I Reporting

- Safe In-Person Instruction
- Provide Internet Access
- Reengaging Students
- Allocation of ESSER Resources
- ARP ESSER Mandatory Requirement
Data Requested by USED

Did the LEA spend ESSER funds on any of the items below to maintain safe in-person instruction?

• Promoting vaccination
• Consistent and correct mask use
• Physical distancing
• Screening testing to promptly identify cases, clusters and outbreaks
• Ventilation
• Handwashing and respiratory etiquette
• Staying home when sick and getting tested
• Contact tracing, in combination with isolation and quarantine
• Cleaning and disinfection
## Safe In-Person Instruction

<table>
<thead>
<tr>
<th>Category</th>
<th>LEA Details</th>
<th>Maintaining Safe In-Person Instruction. Did the LEA expend ESSER funds on any of the items below (note, ESSER refers to ESSER)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Element</td>
<td>LEA Name</td>
<td>Promoting vaccination</td>
</tr>
<tr>
<td>Column Label</td>
<td>LEA Name</td>
<td>Promoting Vaccination</td>
</tr>
<tr>
<td>Required Field</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td>Format</td>
<td>Option Set</td>
<td>Option Set</td>
</tr>
</tbody>
</table>

- **Safe In Person Instruction**: TRUE

3/17/2022
ESSER Recovery Funding Phase I Reporting

- Safe In-Person Instruction
- Provide Internet Access
- Reengaging Students
- Allocation of ESSER Resources
- ARP ESSER Mandatory Requirement
Data Requested by USED

Did the LEA use ESSER funds to provide home internet access for any students in FY21? (T/F)

What types of home internet services were provided by the district using ESSER funds?
- Mobile hotspots with paid data plans
- Internet connected devices with paid data plans
- LEA pays for the cost of home internet subscription for student
- LEA provides home internet access through a LEA-managed wireless network
- Other (please describe)
Provide Internet Access

<table>
<thead>
<tr>
<th>Category</th>
<th>LEA Details</th>
<th>ESSER Funds to Provide Internet Access</th>
<th>What types of home Internet services were provided by the district using ESSER funds? Internet Services?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Element</td>
<td>LEA Name</td>
<td>Did this LEA use ESSER funds to provide home Internet access for any students in fiscal year 2021?</td>
<td>Mobile hotspots with paid data plans</td>
</tr>
<tr>
<td>Column Label</td>
<td>LEA Name</td>
<td>ESSER Funds For Home Internet</td>
<td>Mobile Hotspots</td>
</tr>
<tr>
<td>Required Field</td>
<td>Required</td>
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<tr>
<td>Format</td>
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<td>Option Set</td>
<td>Option Set</td>
</tr>
</tbody>
</table>

OTHER is a required field.
ESSER Recovery Funding Phase I Reporting

- Safe In-Person Instruction
- Provide Internet Access
- Reengaging Students
- Allocation of ESSER Resources
- ARP ESSER Mandatory Requirement
Data Requested by USED

Did the LEA seek to reengage students with poor attendance or participation?

Types of strategies:
• Direct outreach to families
• Engaging the school district homeless liaison
• Partnering with community-based organizations
• Offering home internet service and/or devices
• Implementing new curricular strategies to improve student engagement
• Offering credit recovery and/or acceleration strategies
• Other (please describe)
## Reengaging Students

<table>
<thead>
<tr>
<th>Category</th>
<th>LEA Details</th>
<th>Funds to Reengage Students</th>
<th>How did the LEA seek to reengage students with poor attendance?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Element</td>
<td>LEA Name</td>
<td>Did the LEA seek to reengage students with poor attendance or participation? (Mark TRUE or FALSE) Mark TRUE if the LEA undertook any strategies to reengage students with poor attendance or participation, regardless of whether ESSER or other funding were used for these purposes.</td>
<td></td>
</tr>
<tr>
<td>Column Label</td>
<td>LEA Name</td>
<td>ESSER Funds For Reengagement</td>
<td>Outreach To Families</td>
</tr>
<tr>
<td>Required Field</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
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<tr>
<td>Format</td>
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<td>Option Set</td>
<td>Option Set</td>
</tr>
</tbody>
</table>
ESSER Recovery Funding Phase I Reporting

- Safe In-Person Instruction
- Provide Internet Access
- Reengaging Students
- Allocation of ESSER Resources
- ARP ESSER Mandatory Requirement
Data Requested by USED

Did this LEA allocate some portion of ESSER funds to schools in this reporting period?

If yes, indicate if the criteria below were used to allocate ESSER funds to schools.

- Flat amount per school or per pupil
- Number or proportion of students at the school with specific curricular needs, such as students with disabilities or English learners
- Number or proportion of students at the school who are eligible for Free or Reduced-Price Meals and/or other indicators of low-income background
- Measure(s) of lost instructional time (“learning loss”)
- Stakeholder or community input
- Title I status
- Other (Please describe)
### Allocation of ESSER Resources

<table>
<thead>
<tr>
<th>Category</th>
<th>LEA Details</th>
<th>Allocation of ESSER Resources within LEA</th>
<th>How did this LEA allocate ESSER funds?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element</strong></td>
<td></td>
<td>Did this LEA allocate some portion of ESSER funds to schools in this reporting period? Note. ESSER refers to ESSER I, ESSER II, and ESSER III funds</td>
<td>Number or proportion of students at the school with specific curricular needs, such as students with disabilities or English language learners</td>
</tr>
<tr>
<td><strong>Column Label</strong></td>
<td>LEA Name</td>
<td>ESSER Funds to Schools</td>
<td>Flat Amount School Pupil</td>
</tr>
<tr>
<td><strong>Required Field</strong></td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td><strong>Format</strong></td>
<td>Option Set</td>
<td>Option Set</td>
<td>Option Set</td>
</tr>
</tbody>
</table>
ESSER Recovery Funding Phase I Reporting

- Safe In-Person Instruction
- Provide Internet Access
- Reengaging Students
- Allocation of ESSER Resources
- ARP ESSER Mandatory Requirement
ESSER III-ARP: Evidence-Based Interventions

As a requirement of the ESSER III-ARP grant, LEAs must spend a minimum of 20 percent of their total allocation to address learning loss through evidence-based interventions and ensure that those interventions respond to students’ social, emotional, and academic needs. These activities should address the disproportionate impact of coronavirus (COVID-19) on underrepresented student subgroups.
## ESSER III Mandatory Requirement

<table>
<thead>
<tr>
<th>Category</th>
<th>LEA Details</th>
<th>Which activities or interventions did the LEA do?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element</strong></td>
<td>LEA Name</td>
<td>Summer learning or summer enrichment</td>
</tr>
<tr>
<td><strong>Column Label</strong></td>
<td>LEA Name</td>
<td>Summer Learning</td>
</tr>
<tr>
<td><strong>Required Field</strong></td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td><strong>Format</strong></td>
<td>Option Set</td>
<td>Option Set</td>
</tr>
</tbody>
</table>

*ESSER III Mandatory Requirement*
Data Requested by USED

Please describe how the selected activities or interventions address the disproportionate impact of COVID-19 on each underserved student group.

Please include the following in your response:

- Identify which underserved groups listed in the question represent students served at your LEA.
- Describe the impact of COVID-19 on those student groups.
- Explain how the evidence-based interventions, identified in columns C – Q, address those impacts.

(3000 characters max)

Note: LEAs may refer to their ESSER III-ARP application or Continuing Education Plan (CEP) to complete the narrative for this section.
## ESSER III Mandatory Requirement

Please describe how the selected activities or interventions that the LEA implemented to satisfy the LEA’s mandatory 20% set-aside requirements for ESSER III-ARP funds respond to students’ academic, social, and emotional needs. Please describe how these 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.

<table>
<thead>
<tr>
<th>Other Indicator</th>
<th>Other</th>
<th>ESSER_IOI COVID Impact Statement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td>Option Set</td>
<td>Open Text (Less than 1500 characters)</td>
<td>Open Text (More than 10 and less than 1500 characters)</td>
</tr>
</tbody>
</table>
## ESSER Reporting Support

### Data Elements Definitions:

OSSE has included detailed descriptions of each question and option on the final tab of the template.

<table>
<thead>
<tr>
<th>Tab</th>
<th>Element Type</th>
<th>OSSE</th>
<th>Required?</th>
<th>Drop-Down Menu?</th>
<th>Definition</th>
<th>Directions</th>
<th>Permitted Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safe in Person Instruction</td>
<td>Handwashing respiratory etiquette</td>
<td>OSSE</td>
<td>Yes</td>
<td>Yes</td>
<td>Whether the LEA expended ESSER (LEA Reserve and/or mandatory subgrant) funds on handwashing and respiratory etiquette</td>
<td>True/False</td>
<td></td>
</tr>
<tr>
<td>Safe in Person Instruction</td>
<td>Staying home when sick</td>
<td>OSSE</td>
<td>Yes</td>
<td>Yes</td>
<td>Whether the LEA expended ESSER (LEA Reserve and/or mandatory subgrant) funds on staying home when sick and getting tested</td>
<td>True/False</td>
<td></td>
</tr>
<tr>
<td>Safe in Person Instruction</td>
<td>Tracing Isolation Quarantine</td>
<td>OSSE</td>
<td>Yes</td>
<td>Yes</td>
<td>Whether the LEA expended ESSER (LEA Reserve and/or mandatory subgrant) funds on contact tracing, in combination with isolation and quarantining</td>
<td>True/False</td>
<td></td>
</tr>
<tr>
<td>Safe in Person Instruction</td>
<td>Cleaning Disinfection</td>
<td>OSSE</td>
<td>Yes</td>
<td>Yes</td>
<td>Whether the LEA expended ESSER (LEA Reserve and/or mandatory subgrant) funds on cleaning and disinfection</td>
<td>True/False</td>
<td></td>
</tr>
<tr>
<td>Provide Internet Access</td>
<td>Did this LEA use ESSER funds to provide home internet access for any students in fiscal year 2021? (Mark TRUE or FALSE)</td>
<td>OSSE</td>
<td>Yes</td>
<td>Yes</td>
<td>Whether the LEA expended ESSER (LEA Reserve and/or mandatory subgrant) funds to provide home internet access for students</td>
<td>In column C, select TRUE or FALSE to indicate if the LEA expended ESSER I-CARES, ESSER II-CORRA, or ESSER III-AIP funds to provide home internet access to students during FY22 (October 1, 2020 – September 30, 2021)</td>
<td>True/False</td>
</tr>
<tr>
<td>Provide Internet Access</td>
<td>Mobile hotspots with paid data plans</td>
<td>OSSE</td>
<td>Yes</td>
<td>Yes</td>
<td>Whether the LEA expended ESSER (LEA Reserve and/or mandatory subgrant) funds to provide mobile hotspots with paid data plans</td>
<td>In column D – G, select TRUE or FALSE for each internet service type.</td>
<td>True/False</td>
</tr>
<tr>
<td>Provide Internet Access</td>
<td>Internet connected devices with paid data plans</td>
<td>OSSE</td>
<td>Yes</td>
<td>Yes</td>
<td>Whether the LEA expended ESSER (LEA Reserve and/or mandatory subgrant) funds to provide internet-connected devices with paid data plans</td>
<td>True/False</td>
<td></td>
</tr>
<tr>
<td>Provide Internet Access</td>
<td>LEA pays for the cost of home internet subscription for student</td>
<td>OSSE</td>
<td>Yes</td>
<td>Yes</td>
<td>Whether the LEA expended ESSER (LEA Reserve and/or mandatory subgrant) funds to provide a home internet subscription for students and for staff</td>
<td>True/False</td>
<td></td>
</tr>
</tbody>
</table>
ESSER Reporting Support

• **Reducing burden:** OSSE will prepopulate as much as possible

• **Communication and training:**
  • Webinar to provide instructions on completing Phase I reporting data collection
  • K12 Grants Newsletter will have updates, including upcoming deadlines
  • April 1 webinar on how to submit your LEA’s Phase II reporting data collection

• **Answering questions:**
  • Submit questions to OSSE.ESSER@dc.gov
  • Attend office hours offered by ESSER grant managers