



EMERGENCY ASSISTANCE TO NON-PUBLIC SCHOOLS (EANS II) PROGRAM

Procurement Process

Nov. 2, 2021 | Whitney Meagher | Lisette Partelow | Cristi Purnell



Background and Purpose

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The American Rescue Plan (ARP) Act provides \$2.75 billion for the Emergency Assistance for Non-Public Schools (EANS II) Program, which is part of the Governor's Emergency Education Relief (GEER) Fund.

Each state awarded funds is responsible for providing services or assistance to eligible non-public schools to address the impact that coronavirus (COVID-19) has had, and continues to have, on non-public school students and teachers.

EANS II funding can be used for “secular, neutral, and non-ideological” services and assistance, including sanitization, personal protective equipment, COVID-19 testing, educational technology, and connectivity. No reimbursements are allowed in EANS II.

Eligibility

For the purpose of this program, eligible non-public schools must meet the following standards:

- Is nonprofit;
- Is accredited, licensed, or otherwise operates in accordance with state law;
- Was in existence and in operation prior to March 13, 2020, the date the president declared the national emergency due to COVID-19; and
- 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 Dec. 27, 2020.

Eligibility (continued)

For the purpose of this program, eligible non-public schools must meet the following standards:

- **(NEW)** the percentage of students from low-income families in the nonpublic school meets or exceeds 40 percent; and
- **(NEW)** enrolls students from a community or communities most impacted by COVID-19.

Assurances

- Control of funds for services and assistance provided to a non-public school under the EANS program and title to materials, equipment and property purchased with such funds, must be in a public agency, and a public agency must administer such funds, materials, equipment, and property. Therefore, **the Office of the State Superintendent of Education (OSSE) will assume ownership and title to all materials, equipment and property purchased using EANS funds.**
- Equipment and supplies purchased with EANS funds for students and teachers in a non-public school **may be used for the authorized purposes of the EANS program during the period of performance (i.e., through Sept. 30, 2024) or until the equipment and supplies are no longer needed for the purposes of the EANS program** (see 34 C.F.R. § 76.661(b); 2 C.F.R. §§ 200.313(a)(1), (c)(1) and 200.314(a)). In general, once equipment or supplies are no longer needed for purposes of the EANS program, an SEA must remove them from the private school. 34 C.F.R. § 76.661(d)(1).

Assurances

- **The school 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 Department and/or its Inspector General; (ii) the Office of the State Superintendent of Education and its authorized representatives; or (iii) any other federal or District agency, commission, or department in the lawful exercise of its jurisdiction and authority.**
- All services or assistance provided under this program must be **secular, neutral, and non-ideological.**



Application Process

Application

- Part A: Cover Sheet
- Part B: Non-Public School Eligibility
- Part C: Additional Assurances
- Part D: Non-Public School Data
- Part E: Funding - Needs and Costs
- Appendix A: Allowable emergency services or assistance under EANS II

Eligible Services

A non-public school may request OSSE use EANS II funds to address educational disruptions resulting from COVID-19 for:

- 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 Centers for Disease Control and Prevention (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

Eligible Services (continued)

- Educational technology to assist students, educators, and other staff with remote or hybrid learning
- Redeveloping instructional plans for remote or hybrid learning or to address learning loss
- Leasing sites or spaces to ensure social distancing
- Reasonable transportation costs
- Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss

Enrollment and Low-Income Data

Information about how to calculate the number or estimated number of students from low-income families (defined as families earning 185 percent of the 2020 federal poverty level or less) enrolled in the school in the 2020-21 school year is provided on the application.

Accepted data that shows the number of families that meet this threshold include:

- Free or reduced-price lunch data,
- Data from the E-Rate program administered by the Federal Communications Commission, or
- Data from a different source, such as scholarship or financial assistance data.

Impact of COVID-19 Data

Information about how to calculate the number of students from a community or communities most impacted by COVID-19 is provided on the application.

- For students who reside in DC, this includes students in Wards 4, 5, 7, or 8, which had the highest COVID-19 infections per capita in the city (more than 9 percent of total population) and any students that meet the McKinney-Vento definition of homelessness.
- If an applicant wishes to include Maryland or Virginia residents in their count of students most impacted by COVID-19, they must provide supporting documentation indicating the number of students who reside in a locale (county, ZIP code, etc.) with a cumulative case rate of 9 percent or 9,000 per 100,000. This information can be obtained from sources such as state public health department websites or the [nytimes.com](https://www.nytimes.com) database on Coronavirus data.

Application Submission

- All applications must be submitted by email to OSSE.EANS@dc.gov.
- Applications must be received no later than **Friday, Nov. 19, 2021 (3 p.m. EST)**.



Procurement Process

What to Expect

- EANS II does not allow OSSE to reimburse participants for any expenses. All expenses will be purchased directly by OSSE, using the District's procurement process.
- OSSE will need specific and detailed information about each request. This helps protect taxpayer funds from fraud, waste, and abuse.
- There are typically three paths that procurement take, depending on the amount that is requested from a single vendor (if multiple schools have requests from the same vendor, they will be bundled in to one request and the total amount is what will be used to determine the path):
 1. P Card
 2. Small Purchase Order
 3. Contract

What to Expect

- Purchases under \$5,000:
 - In general, the smaller the purchase, the faster it may be able to move through the procurement process; purchases that are less than \$5,000 typically move the fastest
- Purchases above \$5,000:
 - Require quotes from multiple vendors
 - Typically don't allow you to choose your vendor
 - Will have additional layers of review
- OSSE is purchasing on behalf of all eligible schools, so if multiple schools decide to buy the same item, this will become a larger purchase

Responsibilities of nonpublic schools to ensure smooth procurement process

- **Code requests accurately:** Use table 2 in Part E of the application (Funding - Needs and Costs) to determine codes
- **Obtain quotes from vendors prior to creating budgets:** include vendor name, vendor contact information, estimated cost, date of quote
- **For trainings, will need to justify if you are seeking to use a particular organization/person:** information on outcomes and the vendor's experience
- **Be ready to respond to requests from OSSE:**
 - Organize records, such as quotes, copy of application, etc. so you will be ready for OSSE requests
 - OSSE will reach out to vendors, the vendors do not need to contact OSSE



Important Dates

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Application Release Date	Oct. 22, 2021
Application Process Meeting (Eligibility and Application Process)	Oct. 26, 2021 (10 a.m. EST)
Application Process Meeting (Procurement Process)	Nov. 2, 2021 (10 a.m. EST)
Application Submission Deadline (OSSE.EANS@dc.gov)	Nov. 19, 2021 (No later than 3 p.m. EST)
Applicants Notified	No Later than Dec. 17, 2021
Obligation Deadline	March 24, 2022



Resources

Resources

OSSE's Emergency Assistance to Non-Public Schools Program website

osse.dc.gov/publication/emergency-assistance-non-public-schools-program

US Department of Education Emergency Assistance for Non-Public Schools website

oese.ed.gov/offices/american-rescue-plan/american-rescue-plan-emergency-assistance-to-non-public-schools/



Q & A

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