



CHIEF FINANCIAL OFFICER  
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May 10, 2021

TO: BOCES District Superintendents  
School District Superintendents  
School District Business Officers  
Charter School Leaders

FROM: Phyllis D. Morris, Chief Financial Officer

RE: **Federal Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA Act) Funding – Instructions for Eligible Local Educational Agencies (LEAs) on Applying for Elementary and Secondary School Emergency Relief Funds (ESSER 2) and Governor’s Emergency Education Relief Funds (GEER 2)**

As a follow-up to my [January 15, 2021](#), [April 12, 2021](#) and [May 4, 2021](#) memoranda providing information on the federal education stimulus funding allocated to New York State under the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA Act), this memorandum provides instructions for eligible LEAs on applying to the New York State Education Department (NYSED) for ESSER 2 and GEER 2 funds.

### LEA Allocations

New York State has been allocated just over \$4 billion under the CRRSA ESSER 2 fund. The CRRSA Act requires that a minimum of \$3.6 billion (90 percent) be allocated to LEAs, including charter schools and Special Act School Districts that are LEAs. Pursuant to the terms of the CRRSA Act, LEA allocations have been calculated using the relative shares of grants awarded under Title I, Part A of the ESEA for the most recent federal fiscal year (2020). Each eligible LEA's ESSER 2 CRRSA allocation may be found [here](#).

New York State was allocated \$72.8 million under CRRSA's GEER 2 fund. The 2021-22 enacted state budget directs that \$395 million of the remaining ESSER 2 funds and the full \$72.8 million of GEER 2 funds be allocated to provide school districts of lower wealth with a minimum per pupil allocation. Each eligible school district's additional ESSER 2 allocation and GEER 2 allocation may be found [here](#).

### Application Process and Deadline

Eligible LEAs are asked to submit a single *CRRSA Act Combined Funding Application* for both ESSER 2 and, if applicable, GEER 2, funding. The application may be accessed in the [SED Monitoring and Vendor Reporting System](#) by completing the following steps:

1. Go to the Business Portal <http://portal.nysed.gov>.
2. Click on the “Log In” button
3. Enter your username and password
4. Click on “SED Monitoring and Vendor Performance System” under My Applications

5. Select "View Surveys for the Office of ESSA-Funded Programs"
6. Find the survey titled "*CRRSA Act Combined Funding Application*"
7. Click on 'view' to begin/continue to input information

**Completed applications are due by June 15, 2021 and will be reviewed on a rolling basis.**

LEAs are encouraged to submit completed applications as soon as possible to expedite the review and approval process of CRRSA Act funding.

**Allowable Uses of Funds**

The U.S. Department of Education (USDE) has developed fact sheets comparing the ESSER 1 program under the CARES Act with the [ESSER 2](#) program under the CRRSA Act, and comparing the GEER 1 program under the CARES Act with the [GEER 2](#) program under the CRRSA Act. USDE has stated that additional guidance on allowable uses of CRRSA funds will be forthcoming, and NYSED will provide such guidance to LEAs upon receipt.

**Federal Award Timeframes**

The CRRSA Act requires states to return to the United States Department of Education (USDE) any GEER 2 and ESSER 2 funds that a state does not award within one year of the state's receipt of such funds. Accordingly, all LEA applications must be received and approved by NYSED, and a Grant Award Notification (GAN) issued to the LEA, prior to **January 5, 2022**. As an LEA's allocation is at risk of being returned to USDE if these deadlines are not met, NYSED strongly encourages all LEAs to expedite submission of CRRSA funding applications.

Please direct questions to the Office of ESSA-Funded Programs at (518) 473-0295 or via e-mail at [CARESAct@nysed.gov](mailto:CARESAct@nysed.gov) .

cc: Commissioner Betty Rosa  
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