



THE SECRETARY OF  
EDUCATION  
WASHINGTON, DC 20202

May xx, 2020

Dear [Commissioner] XXXXX:

Thank you for all you are doing to lead your State educational agency (SEA) through this unprecedented national emergency. You are making important decisions every day to keep your students, families, and teachers safe, and you are tackling head on the challenges created by COVID-19 in your school districts and schools. While students and educators are facing significant disruptions and obstacles, your efforts are critical to ensuring that learning continues for all students.

To support those efforts, today the Department of Education (the Department) is making available \$XX,XXX,XXX for the [Outlying Area's] Education Stabilization Fund-State Educational Agency (ESF-SEA) award, part of the \$153.75 million allocated to the Outlying Areas under the ESF, authorized under section 18001(a)(1) of the CARES Act. This award is in the same proportion as the [SEA] received funds under Part A of Title I of the Elementary and Secondary Education Act in fiscal year 2019.

The ESF provides [Outlying Area] with emergency relief funds to address the impact that COVID-19 has had, and continues to have, on elementary and secondary schools in [Outlying Area]. My Department will not micromanage how you spend these funds, but I encourage you during these challenging times to see this unprecedented disruption as an opportunity to rethink the way students access education. At a time when so many school boards and superintendents have closed campuses for the balance of the school year, it's important to think creatively about new delivery methods and focus on investing in the technology infrastructure and professional development and training that will help all students continue to learn through some form of remote learning. Students and their families are depending on your leadership to ensure that they do not fall behind.

In an effort to get these emergency funds to you as quickly as possible, we have kept the application process simple; all that is required is the completion of a brief Certification and Agreement, which can be digitally signed and submitted in PDF to the email address [esf.outlying@ed.gov](mailto:esf.outlying@ed.gov). The Certification and Agreement, including instructions to apply, are on the Department's website at <https://oese.ed.gov/offices/education-stabilization-fund/outlying-areas>.

We understand that you and your team might have additional questions. We are posting answers to frequently asked questions about the ESF-SEA funds on the Department's website at the address listed above.

The enclosed table shows the ESF-SEA allocations, as well as the Certification and Agreement required to process [Outlying Area's] grant. Once you submit the signed PDF, we will process your Certification and Agreement and obligate your funds within 3 business days. You will be able to draw down these emergency funds using the Department's G5 system.

We will announce additional education-related resources available under the CARES Act in the very near future. We look forward to partnering with you to ensure that learning continues for all students during the COVID-19 pandemic.

Thank you for your continued leadership on behalf of America's students. I welcome your direct outreach if you would like to discuss this further.

Sincerely,

Betsy DeVos

Enclosure