June 23, 2020

Frank T. Brogan

Assistant Secretary

Office of Elementary and Secondary Education

U.S. Department of Education

400 Maryland Avenue SW

Washington, DC 20202-6132

Dear Assistant Secretary Brogan:

The Coronavirus Aid, Relief, and Economic Security (CARES) ACT was signed by President Trump on March 27, 2020, providing states and school districts with immediate relief due to the national pandemic. North Dakota’s state ESSER application was approved on April 23, 2020.

The North Dakota Department of Public Instruction is providing the following information, within the required 60-day timeframe, pertaining to our ESSER funds under the CARES Act:

Section A - Budget

* The SEA must submit to the Department, within 60 days of receiving ESSER funds, an initial report detailing a budget for the SEA’s reservation of funds that includes information about the up to ½ of 1 percent of the SEA’s total grant for administrative costs and the uses of funds for emergency needs to address issues related to COVID-19.

Section C – Budget Narrative

* The SEA must submit a budget narrative for each budget category in section A, providing a detailed description of allowable, reasonable, and necessary costs.

Internal Control Plan

* The SEA must submit to the Department, within 60 days of receiving ESSER funds, an internal control plan and subrecipient monitoring plan outlining the Department’s risk assessment process and monitoring protocols with regard to the ESSER funding.

The contact person to answer questions regarding the state’s ESSER funding is Laurie Matzke, Assistant Superintendent. Laurie can be reached at [lmatzke@nd.gov](mailto:lmatzke@nd.gov) or (701) 328-2284.

Sincerely,



Kirsten Baesler

State Superintendent