

From: [ESSER.GEER.EANS.AnnualReport](#)
To: [ESSER.GEER.EANS.AnnualReport](#)
Subject: EANS Reporting Resources and Expectations Letter—March 9, 2023
Date: Thursday, March 9, 2023 3:33:59 PM

Dear Colleagues,

Thank you for your continued efforts to support your SEA's administration of the Emergency Assistance to Non-Public Schools (EANS) program made available through the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, 2021 and American Rescue Plan (ARP) Act.

Following last year's successful data reporting cycle, initial collection of the EANS programs' Fiscal Year (FY) 2022 (Year 2) Annual Performance Report (APR) will take place from **June 12 to June 29, 2023**, with a data correction period to resolve isolated data quality issues from **September 25 to October 5, 2023**. The Year 2 [collection form](#) is now available on the [Grantee Help Page](#) of the U.S. Department of Education's (Department) Education Stabilization Fund Transparency Portal.

Annual reporting from SEAs is essential to provide the public with insight into how funds have been used to support students and educators recovering from the impact of COVID-19 and helps ensure accountability for unprecedented levels of Federal investment. The Department will support your SEA in meeting its EANS programs' FY 2022 (Year 2) reporting obligations. Two upcoming webinars will be announced soon by the APR Help Desk. These webinars will explain the Year 2 reporting form, process, and available resources. These and other resources include but are not limited to:

- An updated **Grantee Help Page** (<https://covid-relief-data.ed.gov/grantee-help/eans>) that will include resources available to grantees to support their reporting.
- A [summary](#) of updates to the collection form from EANS program FY 2021 (Year 1) reporting to EANS program FY 2022 (Year 2). For example, updates were included on the collection form to clarify whether questions should be answered regarding the current reporting period or across the current and previous reporting periods.
- Updated reporting **template files** for the current reporting period will be available in April, followed by SEA-tailored versions (containing pre-populated data from prior reporting) sent directly to respective SEAs.
- A **data dictionary** with key information on all EANS reporting variables, expected format of the data reported, and format validation rules.
- A **business rules guide** detailing EANS reporting requirements and specific data submission errors or warnings that a grantee may encounter during reporting.
- An **annotated version of the Year 2 collection form** that provides additional insight into reporting requirements.
- Webinars that will be recorded and posted to the Grantee Help Page for future reference.

The Department's APR Help Desk is currently open Monday through Friday from 9:00AM to 5:00PM ET (excluding Federal holidays) and can be reached at ESSER.GEER.EANS.AnnualReport@ed.gov. When the reporting system opens for formal APR submission on June 12, 2023, the APR Help Desk will be staffed at higher levels to quickly respond to any technical challenges your SEA may encounter with the reporting portal. Your SEA is encouraged to contact the APR Help Desk as early as possible to work

through any challenges it may encounter.

As a reminder, an SEA may reserve not more than the greater of \$200,000 or one-half of one percent of the SEA's CRRSA EANS and ARP EANS allocations, respectively, for reasonable costs necessary to administer the EANS program. If your SEA is concerned about its ability to meet its reporting obligations, your SEA should consider the use of these funds to meet these obligations.

Similar to last year's APR process, all data points (including both prime grantee and sub-grantee data points) are required. No data submitted to the Department may be internally inconsistent or otherwise logically impossible (for example, reported component parts summing to something in excess of the associated reported total). The Department is unable to accept any APR that does not meet these summarized minimum requirements. These requirements will be included in the above-referenced business rules guide. APRs must include all sub-grantee level records for the reporting period. The Department will not accept an APR that does not meet this requirement.

A designated representative from your SEA is expected to certify the accuracy and completeness of its EANS programs' FY 2022 (Year 2) APR by **June 29, 2023**. A reopening of the APR submission system will be provided for SEAs to resolve **isolated data quality issues identified by the Department**. The APR data quality issues will be expected to be resolved by your SEA from **September 25 to October 5, 2023**. Please note this opportunity to revise APRs based on Department feedback is **only** available to SEAs that meet the June 29, 2023, initial submission deadline. Please note, if your SEA needs to correct or update previously reported data within the EANS programs' FY 2021 (Year 1) APR, the SEA will have a final opportunity to edit this APR from **September 11 to September 21, 2023**.

The Department commends its grantees for promoting fiscal transparency by meeting reporting obligations during the first year of data collection. The data you submitted provides the public with transparency on how grantees are spending over \$5 billion in education funding to help students, schools, and educators recover from the impact of COVID-19. As with last year, the Department will continue working closely with SEAs to provide technical assistance to support SEAs in continuing to provide these critical data this year. The Department also reminds SEAs that the Department may initiate additional steps to ensure compliance with the above reporting requirements. As we shared last year, if a grantee does not submit its APR by the deadline, the Department may place special conditions on the SEA's grant awards or initiate actions to withhold, suspend, or terminate remaining EANS funds in accordance with the Department's enforcement authority in section 455 of the General Education Provisions Act.

If you have questions about your EANS programs' FY 2022 (Year 2) APR requirements, please reach out to the Department via ESSER.GEER.EANS.AnnualReport@ed.gov.

Sincerely,

Greg Fortelny
Chief Data Officer
U.S. Department of Education