

**From:** [ESSER.GEER.EANS.AnnualReport](#)  
**To:** [ESSER.GEER.EANS.AnnualReport](#)  
**Subject:** GEER and ESF-Governor Year 3 Business Rules Guide, Reporting Checklist Resource, and File Checker Available  
**Date:** Monday, May 15, 2023 3:56:51 PM

---

Greetings,

In preparation for Year 3 of the Governor's Emergency Education Relief (GEER) Fund and the Education Stabilization Fund - Governors (ESF-Governor) Annual Performance Reporting (APR) data collection, the GEER Year 3 Business Rules Guide was posted today to the [Grantee Help Page](#). This guide further details GEER and ESF-Governor reporting requirements and specific data submission errors or warnings that a grantee may encounter during reporting. Please note that all references to GEER within the Business Rules Guide also include ESF-Governor. In addition to the Business Rules Guide, the GEER Year 3 Reporting Checklist has been developed to assist grantees as they prepare to submit data for the GEER and ESF-Governor Year 3 Annual Report. This checklist is intended to make grantees aware of the reporting-related resources available to them, and to provide a high-level roadmap for completing data submission successfully. The checklist has been posted to the [Grantee Help Page](#), under the *Fiscal Year 2022 (Year 3) Annual Performance Reporting Resources* section for the GEER/ESF-Governor program.

The File Checker tool is now available within the data collection system. The File Checker gives you an opportunity--prior to the data collection opening--to verify that your populated templates pass all business and formatting rules required for submission. The tool also identifies specific errors where corrections are still needed. Once logged into the data collection system, make sure to refresh the page either by selecting the "refresh" prompt that may be located at the top of the page or by selecting Ctrl+F5 to manually refresh the page. You should see a *Preview* button that will appear next to your Year 3 GEER or ESF-Governor report on the ESF Reporting landing page. Click the *Preview* button to access the File Checker tool.

Thank you,

**Education Stabilization Fund (ESF) Reporting Helpdesk**

Telephone: 1-866-890-0913

Email: [ESSER.GEER.EANS.AnnualReport@ed.gov](mailto:ESSER.GEER.EANS.AnnualReport@ed.gov)