FY 2024 Small, Rural School Achievement (SRSA) Grant Post-Application Information

The information on this webpage is intended to support an LEA <u>after</u> it submits a fiscal year (FY) 2024 application for the SRSA grant.

Next Steps:

- **Unique Entity Identifier (UEI):** An LEA <u>must</u> have a UEI that is <u>registered and active</u> in the System for Award Management (SAM) to receive SRSA grant funds. You may check your UEI registration status by logging into your [SAM.gov account](#) and clicking "Check Entity Status." If you do not have a SAM.gov account or need assistance with the UEI reactivation process, contact the SAM Federal Service Desk by phone (1-866-606-8220) or the [FSD Live Chat](#). If your LEA does not have a UEI with an active registration, you will be unable to receive SRSA funds.
- **G6 Account and Payee Access: G6, formerly known as G5, is the U.S. Department of Education's (Department's) grants management platform.** An LEA must ensure the correct personnel have a [G6 account](#)*as well as* Payee Access in order to manage any awarded SRSA grant funds in G6. For support, please view the REAP team's resource[, Accessing SRSA Funds in G6](#), which includes detailed instructions for setting up your G6 account and Payee Access. If you experience technical difficulties with the G6 system, we recommend contacting the G6 Help Desk by emailing obssed@servicenowservices.com or by phone at 888-336-8930.
- **Grant Award Notification (GAN):** Once the Department issues the FY 2024 SRSA awards, each grantee LEA will receive a GAN generated through G6. The primary contact (Authorized Representative) and secondary contact of each LEA will be sent an automated email notifying them that GAN has become available. If you provided new contact information as part of the SRSA application, the Department will update its records to ensure future communications are sent to the newly provided contact(s) and that the correct individuals are listed on the GAN.
- **The Department will issue FY 2024 SRSA awards on or after July 1, 2024.**

Helpful Resources:

- [SRSA Information](#) – General SRSA grant program overview.
- [Uses of Funds Guide](#) – Example uses of funds under the SRSA and RLIS grant programs.
- [REAP Informational Document](#) – Comprehensive overview of REAP including FAQs.
- [UEI Resources](#) – Information on UEIs and SAM.gov including FAQs.
- [Additional REAP Resources](#) – List of helpful resources including past webinar recordings.

Frequently Asked Questions:

- **When will the FY 2024 Master Eligibility Spreadsheet (MES) be updated to reflect my LEA's application status?**
  - The REAP team updates the MES on a weekly basis. Depending on when you submit your application, please allow 7–10 business days for the MES to show that your LEA's application was received. To access the FY 2024 MES, visit the [SRSA Eligibility webpage](#).

- **How do I update my LEA's contacts listed on the FY 2024 MES?**
  - If the current contacts listed on the FY 2024 MES for your LEA are no longer accurate, please email reap@ed.gov as soon as possible. It is important to include in your email the name and address of your LEA along with the new contact's name and email address and who they should replace.

- **What do I do if I need to make a change to the information submitted in my LEA's application?**
  - If the information your LEA submitted as part of its FY 2024 SRSA application is no longer accurate (e.g., there has been a change to the address or other contact information), please email reap@ed.gov as soon as possible. It is important to include in your email the name and address of your LEA along with a detailed description of what needs to be updated.

- **Are there any important deadlines I should be aware of for my LEA's SRSA grant award(s)?**
  - Yes. It is common for a grantee LEA to have more than one SRSA award available at any given time due to the annual application process and the 27-month performance period of each year's SRSA grant award. We recommend reviewing the REAP Grant Performance Period Guide to learn more about upcoming obligation and liquidation deadlines.

- **Where is my SRSA application confirmation email?**
  - **Only the primary contact (Authorized Representative) who received the invitation email will receive the confirmation email.** The confirmation email is sent immediately after the application is submitted and cannot be resent. The email comes from no-reply.survey@connect.gov and may be sent to your email's spam or junk folder. In some cases, an LEA's firewall or security settings may prevent this email from coming through, in these cases we recommend working with your LEA's technology support staff to retrieve the email. If you listed new contact information as part of your LEA's SRSA application, REAP will update its records to ensure future communications are sent to the newly provided contact(s) and that the correct individuals are listed on the GAN when issued.

- **What do I do if my LEA is expecting staff turnover on or around July 1, 2024?**
  - The contacts listed on the SRSA application will be listed on the GAN and will have access to the document in G6. If one or both of the contacts listed for your LEA on the FY 2024 MES will be changing on or around July 1, 2024, reach out to us at reap@ed.gov with replacement contact info as soon as it becomes available. To help new staff become acquainted with REAP and the SRSA grant, we recommend sharing with them the REAP Information Document.
  - Your LEA may find it useful to consider using these steps in SAM.gov to pass UEI Administrator access to additional staff to ensure continued access to the UEI renewal process.

- **What do I do if I need additional support?**
  - You may contact the REAP team by emailing reap@ed.gov or calling 202-401-0039. Please be sure to include a clear description of the issue you are experiencing as well as your LEA's contact information (i.e., name, address, NCESID, UEI, etc.) so that your REAP Program Officer can identity your LEA in our records.