



# ESSER I SEA Reserve Grant Application

## **Contacts and Authorization**

Includes a contact person and a superintendent/agency head as well as the name of the person authorizing the application.

## **Abstract**

Describe, in a clear and concise manner, the scope and essence of the project. Including target population and objectives as it relates to the COVID-19 Pandemic *(250 word limit)*

### **Statement of Need**

Describe, in a clear and concise manner, the need for and compelling nature of the project and how the project responds to needs created by the COVID-19 pandemic. *(250 word limit)*

### **Project Goals**

Describe the goals of the project in a clear, organized manner and explain how the project goals are appropriate to relief, prevention, and recovery efforts related to the COVID-19 pandemic and attainable and reasonable with the proposed project. *(250 word limit)*

### **Measurable Objectives**

Describe objectives that specifically relate to the above project goals and are traceable and measurable.  
*(250 word limit)*

### **Activities**

Describe the activities to be used to reach the planned objectives as they relate to the goals of the project. In addition, you may discuss how the activities address one or more of the program priority areas as noted in the [Reserve Grant Application Guidance](#). *(250 word limit)*

### Timelines

Provide realistic timelines for objectives and activities to achieve stated goals within the grant period. Add additional lines if needed.

Project Timeline		
Objective	Activity	Anticipated Due Date

### Evaluation

Describe how each objective will be evaluated. Describe the measurement tool(s), expected results, and how the assessment data will be used. *(250 word limit)*

**Budget Narrative/Summary**

Describe how the budget supports the goals, objectives and activities of the project. If travel is planned, indicate the purpose and destination of travel. Identify any equipment to be purchased. Describe all budget line items. *(250 word limit)*

**Budget Accounting Structure**

Provide a list of expenses within a budget structure using the appropriate expenditure/accounting codes. The total in the budget must equal the overall grant request. **All budget items must be allowable by law.**

Proposed Project Expenses			
Series	Item	Quantity	Cost
		<b>Total</b>	

## **Assurances**

By submitting this application, the applicant assures that they are following all applicable statutory and regulatory requirements in determining whether costs are reasonable and necessary, especially the Cost Principles for Federal Grants set out at 2 CFR Part 200 Subpart E of the, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards."

### **Additional Assurances For Recipients of Any Federal Grant Funds:**

The applicant hereby assures that:

1. It will comply with Title VI of the Civil Rights Act of 1964 (45 U.S.C. 2000d through 2000d-4) and its implementing regulations (34 C.F.R. Part 100), and in accordance therewith, no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance.
2. Per Title VI of the Civil Rights Act of 1964, it will administer a home language survey to parents upon enrollment of each student, and will ensure that every student enrolled in the district has completed the survey.
3. It will comply with Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, and its implementing regulations (34 C.F.R. Part 104), which prohibit discrimination on the basis of disability in programs and activities receiving Federal financial assistance.
4. It will comply with Title II of the Americans with Disabilities Act, 42 U.S.C. 12134, et seq. and its implementing regulations (28 C.F.R. Part 35) which prohibit discrimination on the basis of disability by public entities, or it will comply with Title III, 42 U.S.C. 12181 et seq., and its implementing regulations (28 C.F.R. Part 36) which prohibit discrimination on the basis of disability in public accommodations, whichever is applicable.
5. It will comply with Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681--1683, and its implementing regulations (34 C.F.R. Part 106), which prohibit discrimination on the basis of sex in education programs and activities receiving Federal financial assistance.
6. It will comply with the Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., and its implementing regulations (45 C.F.R. Part 90), which prohibit discrimination on the basis of age in programs or activities receiving Federal financial assistance.
7. All contractors, subcontractors, subgrantees or others with whom it arranges to provide services or benefits to its students or employees in connection with its education programs or activities are not discriminating in violation of the above cited statutes, regulations, guidelines and standards against those students or employees.
8. It will administer each program in accordance with all statutes, regulations, program plans and applications applicable to that program including but not limited to provisions requiring supplementing not supplanting of non-Federal funds and maintenance of effort.
9. The control of funds under each program and title to property acquired with program funds will be in a public agency, and the public agency will administer those funds and property to the extent required by the authorizing statutes.

10. The applicant will adopt and use proper methods of administering each program, including a) the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; and b) the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation.
11. It will cooperate in carrying out any evaluation of each program conducted by or for the Wyoming Department of Education, the United States Secretary of Education, or other Federal officials.
12. The applicant will submit such reports to the State educational agency (which shall make the reports available to the Governor) and the Secretary as the State educational agency and Secretary may require to enable the State educational agency and the Secretary to perform their duties under each such program.
13. It will use fiscal control and separate fund accounting procedures that will ensure proper disbursement of and accounting for Federal funds paid to it under each program and shall not commingle State/ Federal funds.
14. It will retain all records relating to a program for which Federal funds are received for a period of three years after the completion of the activity for which the funds are used or until such time greater than three years as all pending reviews or audits have been completed and resolved.
15. It has adopted appropriate procedures to implement the terms of the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g and its regulations (34 C.F.R. Part 99).

**Send your complete application to Danielle Netzer at [danielle.netzer@wyo.gov](mailto:danielle.netzer@wyo.gov) by April 30, 2021.**