

# Emergency Assistance to Non-public Schools:

# EANS Program Update

EANS Workgroup

Kentucky Department of Education

October 28, 2021



# Agenda

- Update on EANS1
  - Tips for Faster Processing
    - Requests/Budget Modifications
    - Payments and Procurements
  - Inventory Status
  - Staffing Requests
- Update on EANS2
- Questions?



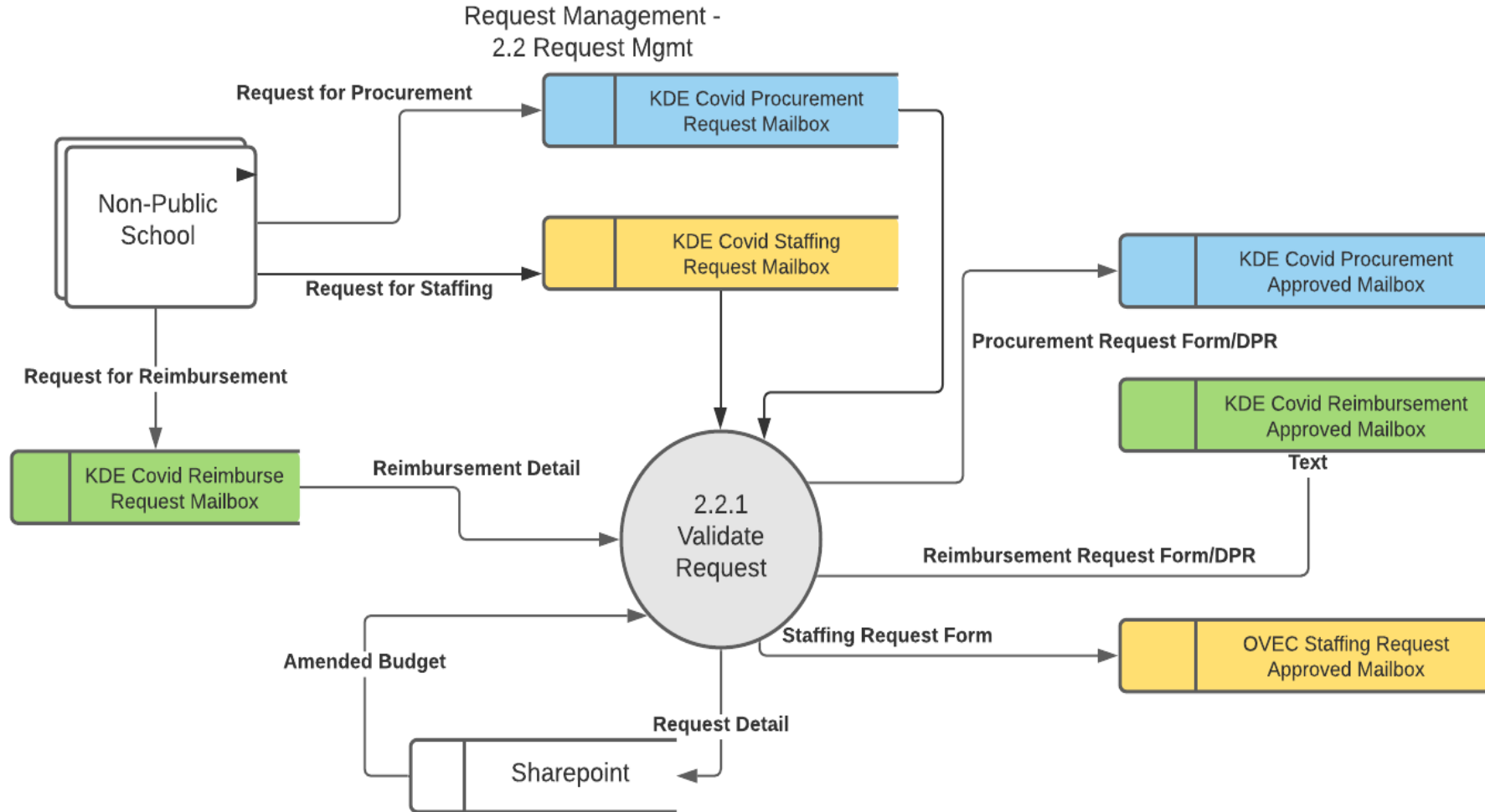
# Update on EANS1

Total Award: \$ 37,431,036.61



	<b>Dollar total</b>	<b># of eMARS documents processed</b>	<b>Percentage of Total \$ spent</b>
<b>Staffing Total</b>	<b>\$1,012,945.62</b>		<b>24.17%</b>
<b>Procurement Total</b>	<b>\$615,253.75</b>	<b>24</b>	<b>14.68%</b>
<b>Reimbursement Total</b>	<b>\$2,562,147.92</b>	<b>152</b>	<b>61.14%</b>
<b>Total</b>	<b>\$4,190,347.29</b>		<b>11.16%</b>

# Tips for Faster Processing – Validate Request



# OCIS EANS Consultants/Admins

Schools will be assigned to:

- Elise Crisp [elise.crisp@education.ky.gov](mailto:elise.crisp@education.ky.gov)
- Bethany Ford [bethany.ford@education.ky.gov](mailto:bethany.ford@education.ky.gov)
- Dassari Wallace [dassari.Wallace@education.ky.gov](mailto:dassari.Wallace@education.ky.gov)



# Submitting Request Forms

- Use invoices/receipts/proof of payment documentation to build reimbursement request forms. Use quotes to build procurement request forms.
- Once form is built, return to the budget and ensure that the two align by description and dollar amount. It is preferred that you break-out a general category by inserting subordinate rows that are identified by a request form #.
- If you alter amounts on the budget to align with the request forms, please submit the updated budget template along with requests. ***Do not remove consultant highlighting, if applicable; however, you should rename the updated budget with a current date and summarize the changes in the email.***
- Rename templates and request forms with your school's name, in full, when submitting. For instance, "EANS Budget Template" is generic; "St. Agnes – Louisville EANS Budget" is specific. This applies to forms and pdf documentation.
- Be mindful that there is no guaranteed turn-around time for the processing of requests. Biggest cause of delay is that the budget does not align with the request.
- Be mindful that categories 3 (except for portable air purifiers), 4, 9, and 12 qualify only for procurement through KDE. No reimbursement in these categories is allowable.

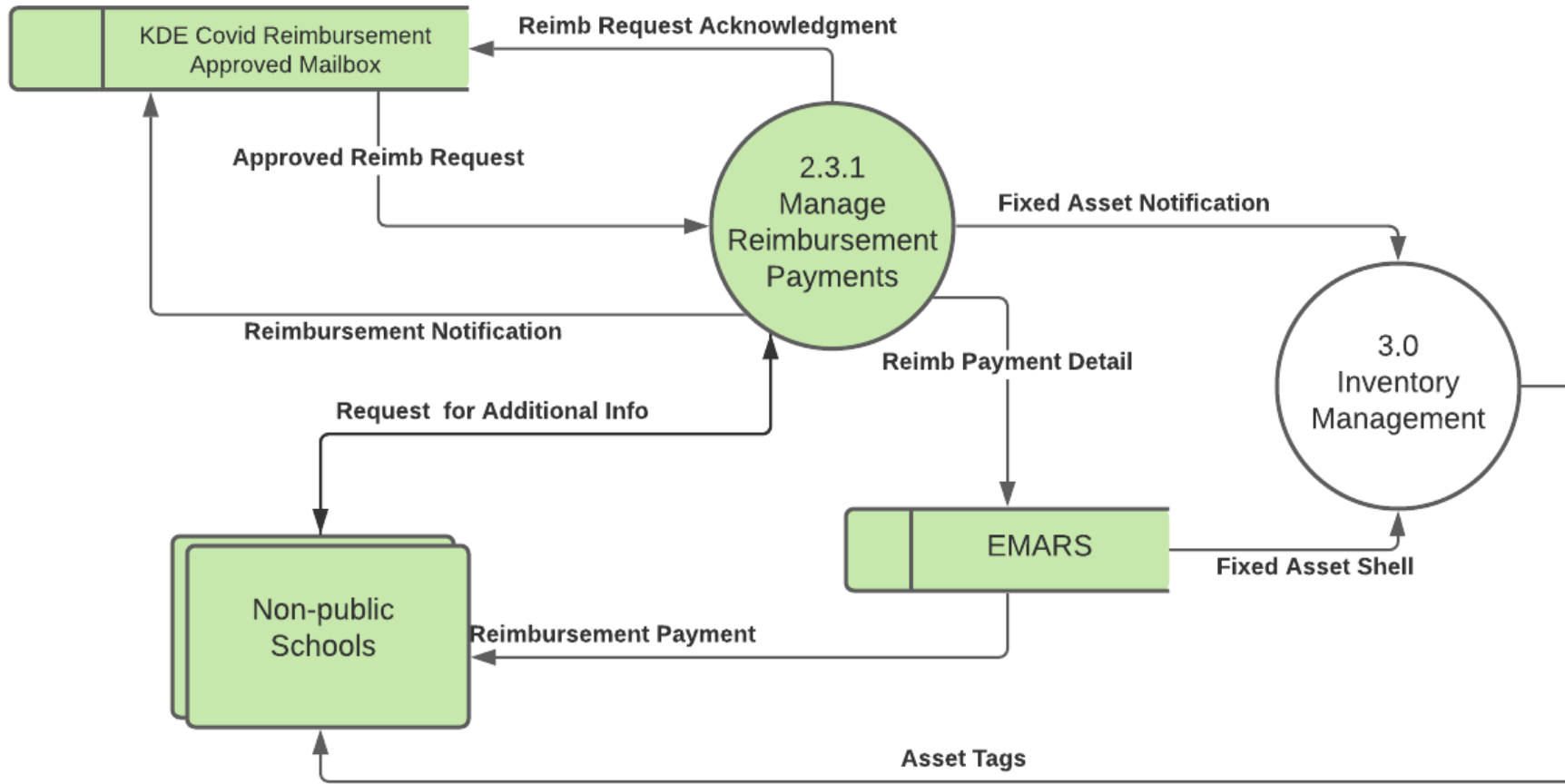




# Submitting Request Forms – Cont.

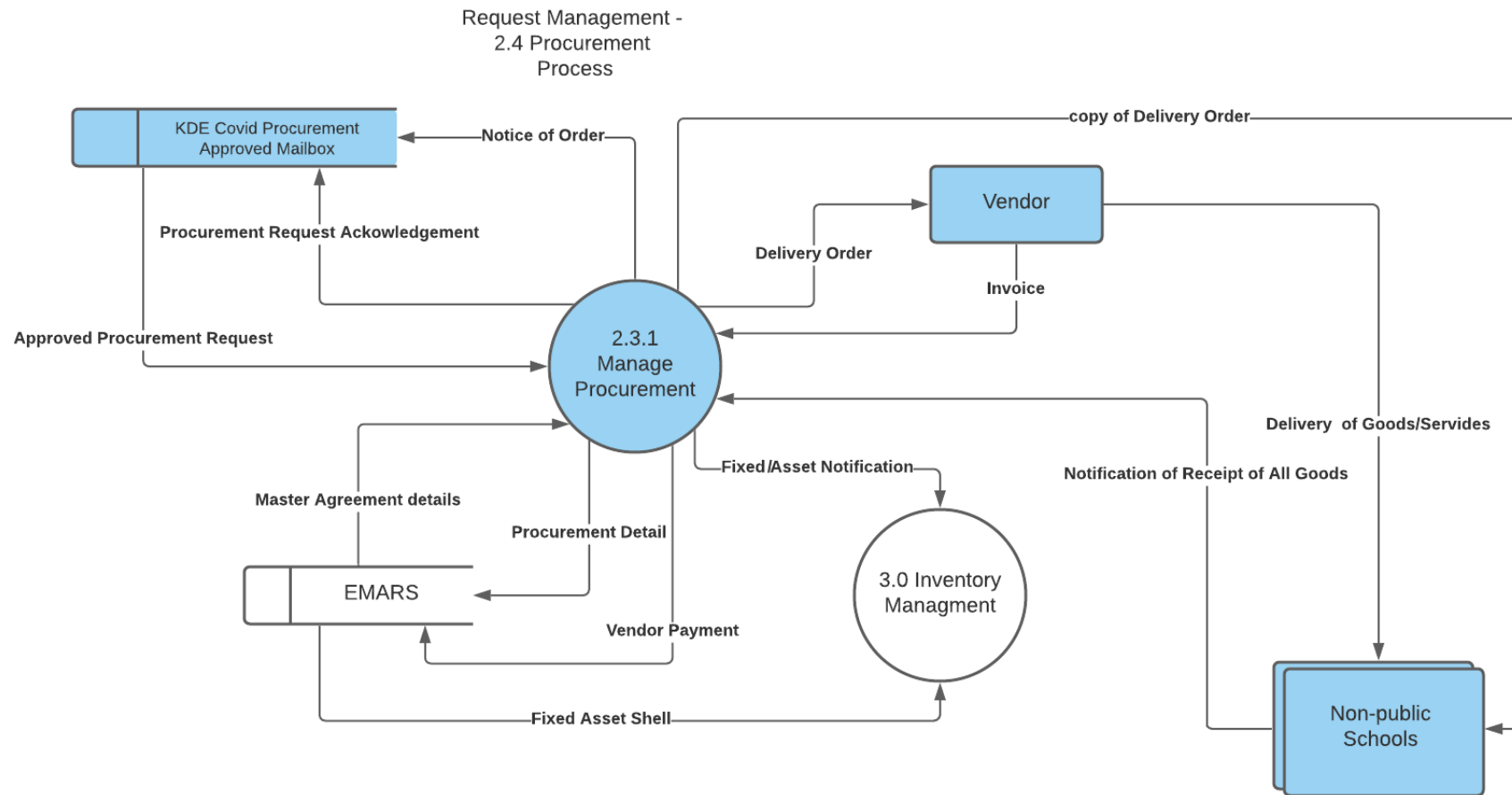
- Budgets and Forms *must be submitted in EXCEL Format* as an attachment.
- Documentation for reimbursements, or quotes for procurements, may be submitted in PDFs.
- One request form with specific, corresponding documentation per email.
- Use the email boxes indicated on the request forms when submitting new requests.*

# Tips for Faster Processing – Manage Reimbursement Requests





# Tips for Faster Processing – Manage Procurement



# Tips for Faster Processing – Guide on EANS Reimbursements



## A Brief Guide on EANS Reimbursements

***Allan Coldiron, CPPB, NIGP-CPP***

**Administrative Branch Manager**

**Procurement Branch**

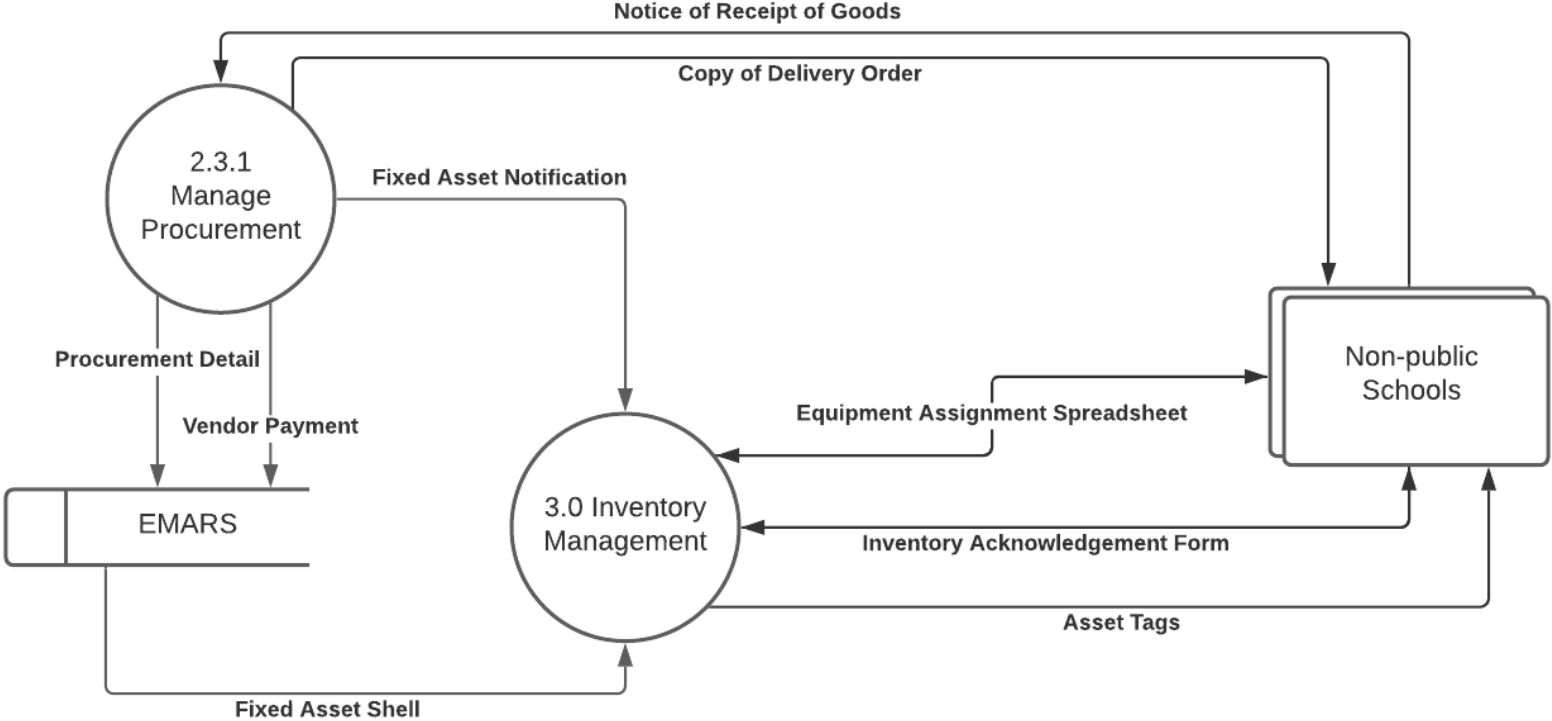
**Division of Budgets and Financial Management**

**Office of Financial Operations**

# Inventory Process



## 3.0 Inventory Management





# Inventory Tracking

- EANS Inventory Acknowledgement Form
  - Form EANS07 will be sent to the school with the first set of asset tags
  - Scan, sign and return to KDE in PDF format
- EANS Equipment Assignment Record and Receipt Form
  - Form EANS06 will be sent to the school for each request that has assets to be tagged
  - Complete and return in EXCEL format

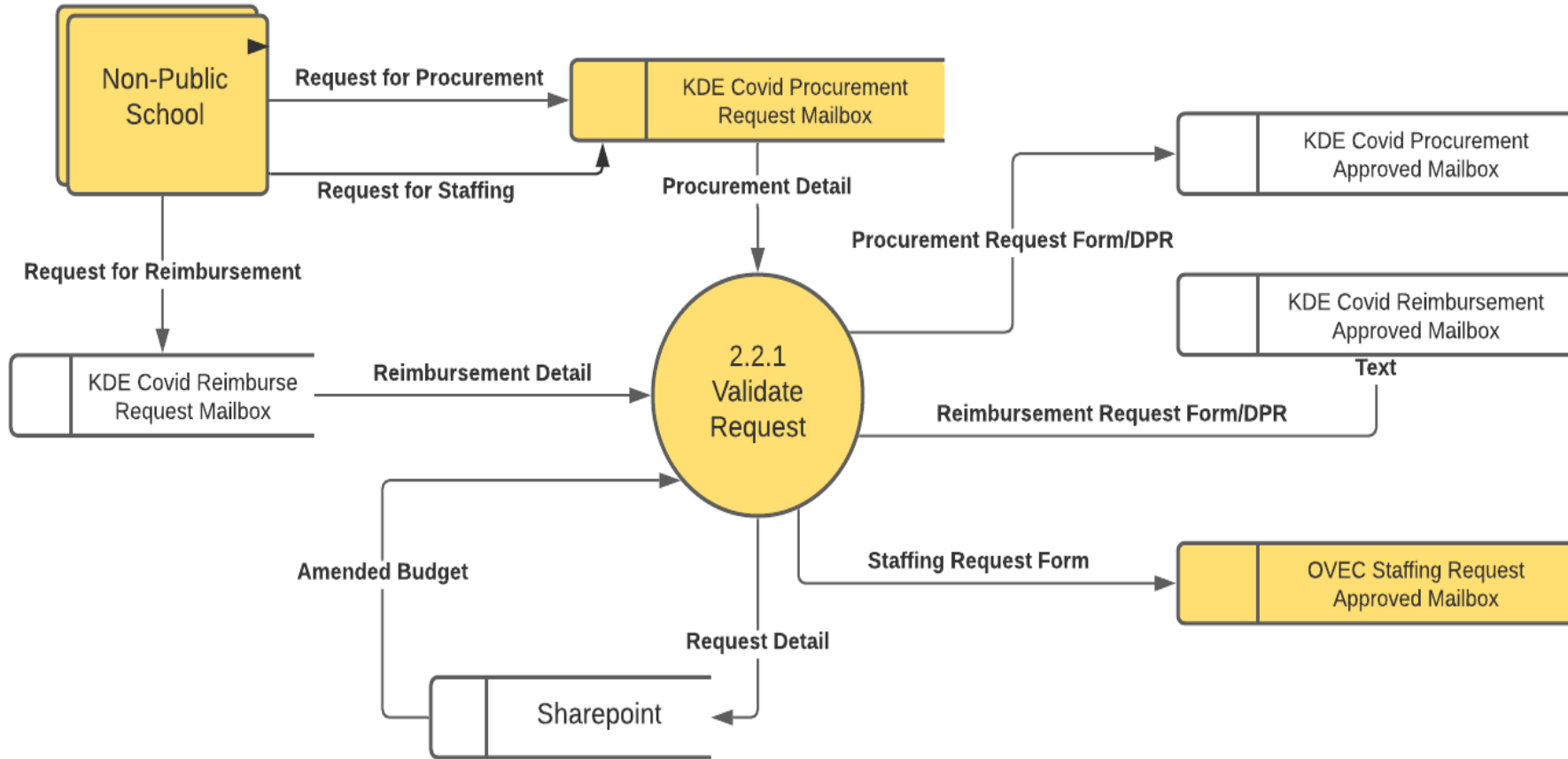
# Inventory Tracking Data



<b>10/19/2021</b>	
<b>Tags Sent Out</b>	<b>2,935</b>
<b>Schools Contacted</b>	<b>25</b>
<b>Inventory Acknowledgement (EANS07) Returned</b>	<b>6</b>
<b>Equipment Assignment Record (EANS06) Returned</b>	<b>3</b>



# Staffing Request Process



# Staffing Request Process - Data



To Date...	10/19/2021
Total Position Requests:	120
Total Hires:	44
% Total Hires:	37%
Total \$ Requested:	\$4,288,038.58
Total \$ Budgeted:	\$1,407,159.64
Total \$ Remaining:	\$2,880,878.94
29 Schools Active	1 candidate in process

# Update on EANS2 - American Rescue Plan

- EANS2 Application
  - Will be in the Grant Management, Application, and Planning (GMAP) platform
  - KDE working with the vendor to put requirements in the system and test
- Schools will complete two parts:
  - Intent to Participate
  - Sections like the first application, including assurances





# Update on EANS2 (cont.)

## GMAP Platform Advantages:

- Web-based, secure platform
- Streamlined communications and application approvals-one system houses all
- System validations in real time —reduces back and forth
- Reporting features



# Update on EANS2 continuation

Keep in mind

- Future training for applicants
- Who will be your point of contact?
- Timeline about a month to release

[American Rescue Plan Emergency Assistance to Non-Public Schools \(ARP EANS\) - Office of Elementary and Secondary Education](#)





??? Questions ???

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