# Program Guidelines

# 2021-2022 COVID-19 School Health Support Grant

Authorized by CK19-1904 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC) Funding Grant codified in 42 USC 241(A) and 247 B(K)2

Application Closing Date—11:59 p.m., Central Time
Application due date: Thursday, December 9, 2021

TEXAS EDUCATION AGENCY

**Strategic Initiatives Division
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Austin, Texas 78701**

# Contents

# Introduction to the Program Guidelines

TEA, as the pass-through entity[1], received these funds from the Texas Department of State Health Services (DSHS) who is the grantee[2] from the U.S. Department of Health and Human Services. TEA awards subgrants to non-federal entities[3] such as local educational agencies (LEAs), including school districts, charter schools, and education service centers (ESCs), and to a lesser degree institutions of higher education (IHEs), nonprofit organizations (NPOs) and, under this award, private schools who are the agency's subgrantees[4]. These guidelines apply to all subgrantees of TEA, regardless of whether referenced herein as subgrantee or grantee. For purposes of this document, TEA may use the terms grantee and subgrantee synonymously for its subrecipients.

This part of the request for application (RFA), Program Guidelines, is to be used in conjunction with the General and Fiscal Guidelines and any application instructions.

For applicants selected for funding, all guidelines and instructions will be incorporated by reference into the Notice of Grant Award (NOGA).

## Reference to the General and Fiscal Guidelines

The Program Guidelines provide information specifically relevant to this grant program. The General and Fiscal Guidelines provide information relevant to all TEA grant programs. Throughout the Program Guidelines, cross-references are given to applicable sections of the General and Fiscal Guidelines. It is critical that you review all referenced sections of the General and Fiscal Guidelines when preparing your application.

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[1] Pass-through entity is defined as a non-Federal entity that provides a subaward to a subrecipient to carry out part of a federal program. (2 CFR 200.74)

[2] Grantee is defined as the legal entity to which a grant is awarded and that is accountable to the federal government for the use of the funds provided. The term "grantee" does not include any secondary recipients, such as subgrantees and contractors that may receive funds from a grantee. (34 CFR 77)

[3] Non-federal entity is defined as a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient. (2 CFR 200.69)

[4] Subgrantee is defined by TEA to be the same as a subrecipient which is defined as a non-federal entity that receives a subaward from a pass-through entity to carry out part of a federal program; but does not include an individual that is a beneficiary of such program (2 CFR 200.93). Subgrantee is defined in 34 CFR 77 as the legal entity to which a subgrant is awarded and that is accountable to the grantee for the use of the funds provided.

# Contact for Clarifying Information

## Program Contact

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## Funding Contact

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# Federal and/or State Appropriations

The following is provided in compliance with the US Department of Education Appropriations Act:

| Category | Amount |
|----------|--------|
| Total funds available for this project | $221,800,000 |
| Percentage to be financed with federal funds | 100% |
| Amount of federal funds | $221,800,000 |
| Percentage to be financed from nonfederal sources | 0% |
| Amount of nonfederal funds | 0.00 |

# Grant Timeline

For all dates related to the grant, including reporting dates, see the TEA Grant Opportunities page. If a report due date falls on a weekend or holiday, the report will be due the following business day. All dates except the grant ending date may vary slightly as conditions require.

# Grant at a Glance

This section provides detailed information about the grant program.

## Program Purpose, Goals, and Objectives

The primary purpose of the 2021-2022 COVID 19 School Health Support Grant is to support local educational agencies (LEAs) and private schools in safe, in-person instruction in schools, from kindergarten through grade 12 (K-12), by establishing a screening testing program and by offering a grant opportunity to school systems for allowable support activities. The program provides services to students, teachers, and other school staff that include COVID-19 testing primarily for screening and testing to slow the spread of COVID-19.

## Eligible Applicants

See the General and Fiscal Guidelines, Eligibility Requirements.

Local Educational Agencies (LEAs), including Public School Districts and Open-Enrollment Charter Schools.

Private schools serving pre-kindergarten students are only eligible to apply if the school also serves Kindergarten or a grade level above on the campus. Stand-alone pre-kindergarten and childcare centers are not eligible to apply.

Private schools that choose to apply will become recipients of federal assistance and will be required to follow all federal rules and regulations required when receiving federal disaster and grant funds.

ESCs may serve as a fiscal agent to a shared services arrangement (SSA).

### Eligibility List

The entitlement list is posted on the Entitlements page for LEAs.

Private school allocations cannot be determined at this time as TEA does not have comprehensive enrollment data for all private schools. Private school allocations will be added to the entitlements list after application submission and calculation of allocation by TEA. For planning purposes, a private school may estimate their allocation at $38.57 per student aged 3-21.

## Shared Services Arrangement

See the General and Fiscal Guidelines, Shared Services Arrangements.

SSAs are allowed.

## Cost Share or Matching Requirement

See the General and Fiscal Guidelines, Cost Share/Match Requirement.

There is no cost share or matching requirement for this grant program.

# Supplement, Not Supplant

For general supplement, not supplant guidance, see the Supplement, Not Supplant Handbook on the Grants Administration Division's Administering a Grant page.

The supplement, not supplant provision does apply to this grant program.

# Limitation of Administrative Funds

See the General and Fiscal Guidelines, Administrative Costs.

NOTE: Administrative funds include **both** direct administrative costs **and** allowable indirect costs.

## Direct Administrative Costs

TEA permits applicants to budget reasonable and necessary direct administrative costs for this grant program.

# Indirect Costs

LEAs may claim a maximum for indirect costs equal to their current approved restricted indirect cost rate for this federally funded grant.

Private schools may claim a maximum of 8% indirect costs as authorized by 34 CFR 76.564(c)(2) if they request a restricted indirect cost rate by checking the appropriate box in the grant application.

To calculate the maximum indirect costs that can be claimed for a grant, complete the Maximum Indirect Costs Worksheet, posted on the Grant Resources page, under the Budgeting Guidance and Related Forms section.

# Pre-Award Costs

See the General and Fiscal Guidelines, Pre-Award Costs.

Pre-award costs are permitted, if requested, from May 1, 2021, to application submission date

# Application Requirements and Assurances

This section identifies the two types of requirements in which applicants must comply to be eligible for funding:

- Statutory requirements (requirements defined in the authorizing statute)
- TEA program requirements (requirements defined by TEA program staff).

## Statutory and Federal Requirements

See the General and Fiscal Guidelines, Statutory Requirements.

Per Section 22.0834 of the Texas Education Code (TEC), any person offered employment by any entity that contracts with TEA or receives grant funds administered by TEA (i.e., a grantee or subgrantee) is subject to the fingerprinting requirement. TEA is prohibited from awarding grant funds to any entity,

including nonprofit organizations, that fails to comply with this requirement. For details, refer to the General and Fiscal Guidelines, Fingerprinting Requirement.

The following requirements are defined in the statute that authorizes this program. The applicant must comply with each of these requirements in the application to be considered for funding:

1. Grantees must submit monthly program implementation reports and fiscal reports to TEA in the time and format required by TEA.

2. Grantees, at the request of TEA, may be required to submit additional reports determined necessary to accomplish the objectives of and monitor compliance with this award or that are required to satisfy any additional reporting requirements that DSHS and/or CDC may require.

3. Failure to submit a required report or additional requested information, on this grant or the related 21-22 COVID-19 Testing Program, by the due date specified by TEA may cause specific grant conditions to be placed on this award, and potentially other grant awards from TEA.

4. Grantees agree that costs are allowable and in accordance with ELC Reopening Schools Guidance and 45 CFR Part 75 Subpart E – Cost Principles.

5. Grantees agree to follow any guidance or updated federal requirements released by DSHS and/or the CDC.

## TEA Program Requirements

See the General and Fiscal Guidelines, TEA Program Requirements.

In addition to the statutory requirements, TEA has established the following program requirements. The applicant must comply with each of these requirements in the application to be considered for funding:

1. Grantees are required to submit expenditure data in a time and format as required by TEA.

2. Grantees agree to follow any guidance or updated federal requirements released by TEA.

3. Grantees, at the request of TEA, agree to submit additional reports determined necessary to accomplish the objectives of and monitor compliance with this grant program

4. Grantees that are also participating in the SY 21-22 COVID-19 Testing Program agree to comply with requirements of that program. Failure to comply or submit a required report or additional requested information by the due date specified by TEA may cause specific grant conditions to be placed on this award, and potentially other grant awards from TEA.

5. Grantees agree to communicate and coordinate with TEA on testing strategy recommendations resulting from weekly review of testing and case data, where applicable, and ensure adequate plans of action for when a positive test result is identified.

6. Grantees agree to participate in calls and/or other communication structures (i.e., emails, survey, webinars, etc.) and monitoring of activities supported through this grant program.

7. Grantees agree to submit an updated K-12 plan that describes screening testing strategies and other activities used to reduce the spread of COVID-19 in time and manner as requested by TEA.

8. Grantees agree to maintain safe operations in schools as community transmission and/or vaccination rates change.

## Program-Specific Assurances

See the [General and Fiscal Guidelines](#), Provisions and Assurances.

The program-specific assurances for this grant program are listed in the Application Part 1.

# Allowable Activities and Use of Funds

See the [Administering a Grant](#) page for general guidance on allowable activities and use of funds.

Allowable activities and use of funds for this grant may include but are not limited to the following:

## General Allowable Activities and Use of Funds

1. PPE (including but not limited to masks, gloves, gowns, & face shields);
2. Hygiene and cleaning supplies;
3. Portable high-efficiency particulate air (HEPA) fan/filtration systems or other small items that may allow for improved air circulation;
4. Public health events that include students and other community members and are aimed at providing opportunities for increased detection and prevention of COVID-19;
5. Vaccine promotion events and communications;
6. COVID-19 testing-test kits, turn-key testing services, and related support services;
7. Costs to obtain a Clinical Laboratory Improvement Amendments (CLIA) Certificate of Waiver;
8. Partial funding for staff who will be conducting grant-related duties for screening testing or COVID prevention programs that are outside of the staff's regular duties; and
9. Other allowable uses pre-approved by TEA grant program office

# Unallowable Activities and Use of Funds

In general, refer to the Budgeting Cost Guidance Handbook on the [Administering a Grant](#) page for unallowable costs.

In addition, unallowable activities and use of funds for this grant may include but are not limited to the following:

- Debt service (lease-purchase)
- Major renovations or construction
- Tuition reimbursement
- Advisory Council
- Out-of-State Travel

# Performance Measures

The applicant agrees to collect data and report on mandatory performance measures as required by TEA in the timeline and format to be determined, including, but not limited to:

1. Monthly progress reports addressing grant activities, testing usage and results, performance measures, and/or progress on milestones

2. Monthly fiscal or financial reports

3. Annual progress reports (APRs) that may later be required by the CDC.

# Federal Grant Requirements

## Equitable Access and Participation

See the General and Fiscal Guidelines, Equitable Access and Participation.

This requirement does apply to this federally funded grant program.

## Private Nonprofit School Participation

See the General and Fiscal Guidelines, Private Nonprofit School Participation.

This private school equitable services requirement does not apply to this federally funded grant program as it is described in the General and Fiscal Guidelines. Private schools are eligible applicants for this grant program. See Eligible Applicants section above.

## Maintenance of Effort

See the General and Fiscal Guidelines, Maintenance of Effort.

This requirement does not apply to this federally funded grant program.

# Attachments

See the following sections of the General and Fiscal Guidelines:
- Required Fiscal-Related Attachments
- Required Program-Related Attachments

This section describes the two types of attachments that may be required to be submitted with the application: fiscal-related attachments and program-related attachments.

## Required Fiscal-Related Attachments

See the General and Fiscal Guidelines, Required Fiscal-Related Attachments, for a general description of fiscal-related documents that can be required as attachments to the application.

## Required Program-Related Attachments

See the General and Fiscal Guidelines, Required Program-Related Attachments, for a general description of program-related documents that can be required as attachments to the application.

No program-related attachments are required for this grant program.