

Continuity of Education Equity Grant (CEEG)

Request for Application (RFA) Guidelines

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INTRODUCTION

Extended statewide school closures have required education leaders to adapt to unprecedented disruptions in teaching and learning to ensure every student has access to quality opportunities for continuity of education. The Pennsylvania Department of Education (PDE) is working to remove barriers and to provide guidance so that local education agencies (LEAs) can provide continuity of education to all students. PDE has partnered with the commonwealth's 29 Intermediate Units (IU) for the provision of technical assistance as schools develop continuity of education plans pursuant to Act 13 of 2020.

Continuity of education refers to educational practices occurring during a prolonged school closure to ensure that students have the opportunity to maintain and develop skills while away from the customary school environment. Continuity of education may be provided through one or a combination of the following:

- Planned instruction – Formal teaching and learning similar to that which occurs in a classroom setting using planned courses of instruction to introduce new concepts/skills aligned to grade level standards. Teachers assess the learning of their students to adjust instruction accordingly based upon student progress, and students must meet attendance and course completion requirements to receive a grade and credit.
- Enrichment and review – Informal activities to reinforce or extend students' prior learning. New standards and concepts/skills are not addressed through enrichment and review.

PDE recognizes not all LEAs and schools are sufficiently resourced to provide or participate in continuity of education. This emergency Continuity of Education Equity Grant (CEEG) is intended to provide additional financial support to LEAs and schools with the highest percentages of students unable to participate in continuity of education.

Applicants may apply for one of two types of grants:

- Systemic Continuity of Education Equity Grant – LEAs eligible for systemic grants are those where more than 10% of students across the LEA are unable to participate in continuity of education. LEAs that do not currently have a continuity of education plan are highly encouraged to apply for a systemic grant.
- Student Group Continuity of Education Equity Grant – LEAs eligible for student group¹ grants are those where more than 5% of students in a student group are unable to participate in continuity of education.

¹ Student group grants might focus on disproportionate participation among any of the following student groups: Economically Disadvantaged, English Learners, Students with Disabilities, Homeless Students, Foster Students, Migrant Students, American Indian/Alaskan Native, Asian, Hawaiian/Pacific Islander, Black, Hispanic, White, 2 or More Races

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ELIGIBILITY

Pennsylvania school districts, Career & Technical Centers (CTCs), charter schools (including regional and cyber charter schools), and student programs run by Intermediate Units are eligible to apply as individual applicants or as a consortium. Occupational CTCs are eligible to apply as part of a consortium with their local districts.

If applying as a consortium, all consortium members must be eligible entities as defined above and meet the established threshold for the type of grant for which the consortium is applying. The consortium lead may be an Intermediate Unit.

The following criteria must be met to qualify for consideration for a CEEG:

| Systemic Grant | Student Group Grant |
|---|--|
| <ul style="list-style-type: none">❑ More than 10% of students across the LEA are unable to participate in continuity of education. | <ul style="list-style-type: none">❑ More than 5% of students in a student group are unable to participate in continuity of education.❑ The target student group must include a minimum of 20 students. LEAs in which target populations contain fewer than 20 students should consider participation in a consortium application. |
| <ul style="list-style-type: none">❑ Continuity of education plan course/instructional materials are aligned to the PA standards. | |
| <ul style="list-style-type: none">❑ The LEA has explored and can ensure no other available local, state, or federal funds can be repurposed to support the needs outlined in the grant application. | |

FUNDING

Applications will be assessed based on magnitude of need, with priority going to applicants with the highest percentage of students unable to participate in continuity of education. To promote collaboration and efficiency of scale, consortia applications are encouraged.

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The maximum grant request for systemic grants can be calculated as base of \$10,000² for applications seeking to support 20 or fewer students. For LEAs seeking to support more than 20 students, the maximum grant request is base of \$10,000 plus \$50 per student for each student beyond twenty. Examples include:

| LEA | Students to be Served | Base | Students to be Served minus 20 | Per Student Addition = (Number of students to be served minus 20)*50 | Maximum Systemic Grant Request |
|--------------|-----------------------|----------|--------------------------------|--|--------------------------------|
| LEA 1 | 9,361 | \$10,000 | 9,341 | \$467,050 | \$477,050 |
| LEA 2 | 3,846 | \$10,000 | 3,826 | \$191,300 | \$201,300 |
| LEA 3 | 213 | \$10,000 | 193 | \$9,650 | \$19,650 |
| Consortium 1 | 9,361 | \$10,000 | 9,341 | \$467,050 | \$477,050 |
| Consortium 2 | 3,846 | \$10,000 | 3,826 | \$191,300 | \$201,300 |

The maximum grant request for student group grants can be calculated as base of \$5,000³ for applications seeking to support 10 or fewer students. For LEAs seeking to support more than 10 students, the maximum grant request is base of \$5,000 plus \$50 per student for each student beyond ten. Examples include:

| LEA | Students to be Served | Base | Students to be Served minus 10 | Per Student Addition = (Number of students to be served minus 10)*50 | Maximum Student Group Grant Request |
|--------------|-----------------------|---------|--------------------------------|--|-------------------------------------|
| LEA 1 | 100 | \$5,000 | 90 | \$4,500 | \$9,500 |
| LEA 2 | 50 | \$5,000 | 40 | \$2,000 | \$7,000 |
| LEA 3 | 10 | \$5,000 | 0 | \$0 | \$5,000 |
| Consortium 1 | 100 | \$5,000 | 90 | \$4,500 | \$9,500 |
| Consortium 2 | 50 | \$5,000 | 40 | \$2,000 | \$7,000 |

ELIGIBLE EXPENDITURES

Education leaders are uniquely positioned to determine the most appropriate continuity of education for their local communities. CEEG funds may be used to fund any activity, service, or

² The base for a consortium systemic grant is \$10,000 (not \$10,000 for each LEA in the consortium).

³ The base for a consortium student group grant is \$5,000 (not \$5,000 for each LEA in the consortium).

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product that directly enables effective and efficient participation in continuity of education for learners who are currently unable to participate. Expenditures may include, but are not limited to:

- Technology hardware (including the purchase or lease of devices, peripherals, Internet cards, assistive technology for students with disabilities, etc.)
- Technology software (including the purchase, license, or subscription to content, communication, tools, learning management, security management, accessibility features for students with disabilities, etc.)
- Technology infrastructure (including mobile hotspots, connectivity fees, etc.)
- Technology services
- Assistive technology for students with disabilities as determined by the IEP team
- Supports for English Learners (e.g., translation of materials, interpretation services, etc.)
- Learning supplies for students (e.g., notebooks/paper, pencils/pens/highlighters, manipulatives, books, science kits, calculators, erasable white boards/markers, etc.)
- Professional development for school personnel related to Continuity of Education
- Training for students and/or caregivers
- Instructional materials aligned to the PA standards
- Administrative supplies (including print and mail services, etc.)
- Personal Protective Equipment (per CDC guidelines for COVID-19) required to implement the local continuity of education plan
- Transportation, where appropriate and in adherence to the guidelines set forth in the [COVID-19 page on PDE's website](#) (e.g., transporting grab and go kits to student pick-up locations, buses equipped with hot spots that create scheduled access for families that lack connectivity, etc.)

Personnel costs (i.e., salaries and benefits) are ineligible expenditures *except* for costs associated with newly contracted or increased services (e.g., technology services to support a hardware rollout). Additionally, grant funds may not be used to supplant other monies designated for existing or planned purchases; rather, CEEG funds should augment or expand local efforts to ensure more students are able to participate in continuity of education.

CEEG funding may be expended on grant-related activities between the date of award notification and June 30, 2020. PDE reserves the right to seek repayment of funds if it is determined that funds were not utilized for the original stated and approved purpose. Applicant costs incurred outside the grant period outlined in the grant agreement are not the responsibility of the Commonwealth.

FISCAL AGENCY

If awarded, the lead applicant shall serve as the fiscal and legal agent for the CEEG. For a consortium award, the lead applicant shall serve as the single fiscal and legal agent for the CEEG.

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Eligible entities may only apply once, either as a single applicant or as part of a consortium.

APPLICATION PROCESS

The grant application will open in the state [eGrants](#) system on April 6, 2020. Applications must be submitted in full no later than 11:59 PM on Friday, April 10, 2020.

For technical assistance, visit [eGrants on the PDE website](#).

AWARD PROCESS

Applications will be ranked based on the percentage of students unable to participate in continuity of education, compared to other applicants. Priority will be given to the applications with the largest percentage of students unable to participate in continuity of education.

All assurances must be confirmed by chief school administrators and governing board (e.g., school board or board of trustee) presidents. Although a grant may be awarded, funds will not be disbursed until these assurances are provided.

Selected grantees will be notified no later than April 17, 2020.

REPORTING REQUIREMENTS

Grantees will be required to submit a final program and fiscal report via the state eGrants system upon conclusion of the funded project and no later than September 30, 2020.

TIMELINE

| | |
|--|---|
| Application due date | April 10, 2020 (no later than 11:59 pm) |
| Award announcement | April 17, 2020 |
| Encumbrance | May 29, 2020 |
| Final Expenditures completed | June 30, 2020 |
| Final Program and fiscal report in eGrants | September 30, 2020 |

RESOURCES

[Pennsylvania Association of Intermediate Units](#)

[PDE COVID-19 guidance and resources](#)

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[OCR Short Webinar on Online Education and Website Accessibility](#)

[Protecting Student Privacy While Using Online Educational Services](#)

[CoSTARS](#)

[PEPPM](#)

CONTACTS

Questions regarding the grant may be directed to ra-ceeg@pa.gov.