



MAINE DEPARTMENT  
OF EDUCATION

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October 3, 2024

# Federal Emergency Relief Programs Office Hour

**Presented by:** The FERP Team



# Our Team

Please take a moment to share your name, title, email address, and school community in the chat.

CARES, CRRSA and ARP ESSER	GEER and EANS
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What's this all about?

# Today's Agenda

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Topics that will be discussed include:

- ✓ Invoicing
- ✓ Invoicing Timeline
- ✓ Additional Documentation
- ✓ Friendly Reminder

# Invoice, Invoice, Invoice!



- September 30,2024** was the end of the Performance Period for:
  - Evidence-Based Literacy Grant
  - ARP ESSER funding
  - ARP HCY I and HCY II
- Invoicing must be closed out by Maine DOE and SAUs by **December 30,2024**
- Submit invoices as early as possible preferably by **early December** for proper processing of the invoices
- After December 30,2024, these funds will no longer be accessible

# Invoicing Timeline

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The reimbursement timeline is:

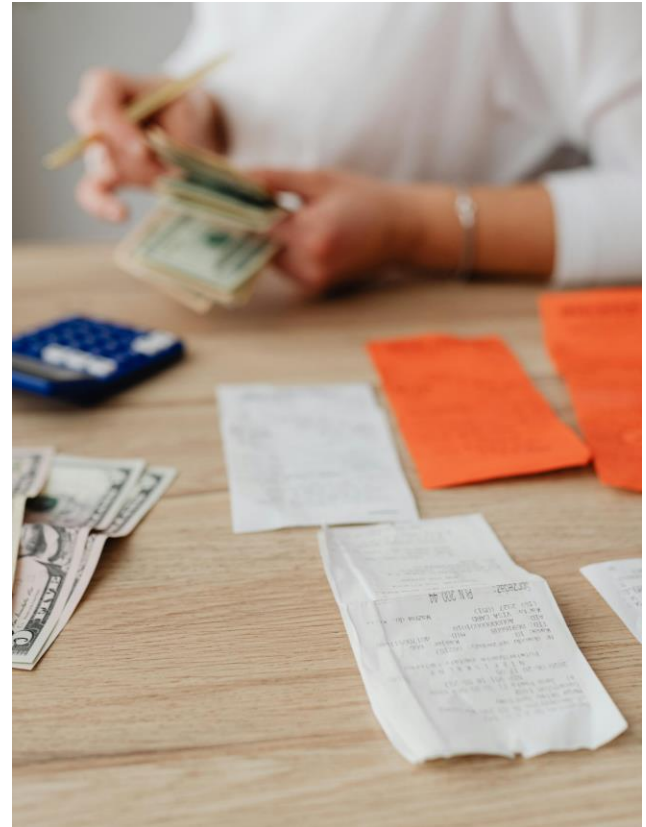
- 7-10 business days for OFERP initial invoice review
- 7-25 business days for DAFS to process invoice payment
- 3-10 business days for reimbursement checks to be mailed

Total: **17-45 business days** from invoice submission to reimbursement check receipt.

# Additional Documentation Requirements

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- ❑ To request reimbursement for expenses that were obligated/encumbered by the 09/30/24 deadline but were not paid by the SAU by that deadline, include additional supporting documents to demonstrate obligation by 9/30/24.
- ❑ **Copy of Contract/s, Purchase Orders** etc. are required to provide as additional supporting documentation if the SAU ordered goods or services prior to Sept. 30th and is paying the vendor(s) after Sept. 30.



# Friendly Reminder

# Federal Fiscal Office Hours

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Please share this opportunity with your Business Managers!

The Federal program offices:

- Office of Federal Emergency Relief (ESSER)
- Elementary and Secondary Education Act (ESEA)
- Office of Special Services and Inclusive Education (IDEA)
- Career and Technical Education (Perkins)
- Office of Child Nutrition

host an Office Hour on the **4th Thursday of every month** to focus on fiscal matters like invoicing, time and effort, policies and procedures, and/or maintenance of effort.

Registration link available

at <https://networkmaine.zoom.us/meeting/register/tZAlc-usrz4rH92YKUFTyP5obu8SdjBc0TDs#/registration>



# Resources

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ESSER Page: <https://oese.ed.gov/offices/education-stabilization-fund/elementary-secondary-school-emergency-relief-fund/>

EANS Page: <https://oese.ed.gov/offices/education-stabilization-fund/emergency-assistance-non-public-schools/>

[Use of Funds FAQ](#)

[Maine's Federal Emergency Relief Programs](#)



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