



MAY 2024

Federal Emergency Relief Programs (FERP)

Notes to the Field



Upcoming Events and Deadlines

- May 15th Last date to submit FY23 ESSER Performance Report without reimbursement impact
- May 21st - 11 a.m. - FERP Late Liquidation Extension Webinar - Register [here](#)
- June 6th - 9 a.m. -FERP Office Hours - Register [here](#)
- June 27th -10 a.m. - Fiscal Office Hours for Business Managers and accounting staff - Register [here](#)

PROGRAM NOTES

FY 2023 ESSER Performance Report

The Federal Emergency Relief Programs (FERP) team uses data from the ESSER Performance report in the submission of our required U.S. Department of Education report. The data provides insight into how the Elementary and Secondary School Emergency Relief (ESSER) funds are used and helps to ensure accountability.

Several SAUs have yet to submit the Fiscal Year (FY) 2023 ESSER Performance Report originally due April 12, 2024. Submission of these report **must** be completed by Wednesday, May 15, 2024. **Submissions not received by the extended due date will result in a hold on invoice submissions, which will delay reimbursement.**

The FERP team created the following resources to support the completion of this report:

- ·2/13/24 Office Hour Introducing the FY '23 Performance Report [Slides](#) (PDF), [Video Recording](#) (YouTube)
- ·Fiscal Year 2023 Performance Report [[PDF](#)] [[Microsoft Word Document](#)]
- ·ESSER Recipient Data Collection Form Year 4 from US Dept. of Education [[Microsoft Word Document](#)] available at [Year 4 Grantee Help Page](#)

Please reach out to Maisha Asha, maisha.asha@maine.gov, if you have any questions.

LATE LIQUIDATION EXTENSION

The U.S. Department of Education has the authority to approve liquidation extension requests for properly and timely obligated funds upon review of written requests made by the grantee on behalf of itself and its subrecipients based upon the specific facts and circumstances of a given obligation and upon written request of a grantee, in accordance with 2 CFR § 200.344(b). To learn more about Late Liquidation Extension, join the Federal Emergency Relief Programs on May 21, 2024 11:00 AM. Click [here](#) to register



Teach Maine: Educator Workforce (THME) INVOICE REMINDERS

The portal is now open for the submission of THME invoices in GEMS. Please keep these things in mind when you are requesting reimbursement:

- Because Maine operates on a reimbursement system, prepayments and deposits for courses and trainings are not allowed. These expenses should not be included in your reimbursement request until after the employee has completed the course or training.
- While we only require you to submit a detailed trial balance to substantiate your request, please remember that per the assurances in the application, we can request additional documentation at any time.

ESSER – ARP Funding



ARP ESSER III funding must be:

- obligated by **September 30, 2024** and
- invoiced by December 30, 2024 - preferably MUCH sooner! **Remember, your invoice has to be APPROVED by December 30, 2024. Please allow time for corrections and processing.**

An obligation is the legal liability to pay immediately or at a later date. A table illustrating when a sub-recipient has made an obligation is available in 2 CFR § 76.707.

FERP TEAM

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