

REQUEST FOR APPLICATION

Program Guidelines

2022-2023 COVID-19 School Health Support Grant, Cycle 2

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—5:00 p.m., Central Time
November 18, 2022

TEXAS EDUCATION AGENCY

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Introduction to the Program Guidelines

TEA, as the pass-through entity¹, is the grantee² from the U.S. Department of Education (USDE) and TEA awards subgrants to non-federal entities³ such as local educational agencies (LEAs), including school districts, charter schools, and education service centers, and to a lesser degree institutions of higher education (IHEs), and nonprofit organizations (NPOs) who are the agency's subgrantees⁴. 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. The Standard Application System (SAS) consists of Application Part 1 (PDF – narrative schedules) and Application Part 2 (Excel - budget schedules) to be completed in order for the applicant to be eligible for funding.

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.

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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US Department of Education 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	\$34,498,355
Percentage to be financed with federal funds	100%
Amount of federal funds	\$34,498,355
Percentage to be financed from nonfederal sources	0%
Amount of nonfederal funds	\$0

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 2022-2023 COVID-19 School Health Support Grant, Cycle 2, 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 for Funding.

Local Education 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 eligibility list is posted with the RFA by Local Education Agency (LEA).

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 eligibility 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.

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 supplement, not supplant guidance, see the Supplement, Not Supplant Handbook on the Department of Grant Compliance and Administration's [Training and Other Resources](#) 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).

To calculate the maximum indirect costs that can be claimed for a grant, complete the [Maximum Indirect Costs Worksheet](#), located on the Grant Administration Division's [Grant Resources](#) page.

Pre-Award Costs

See the [General and Fiscal Guidelines](#), Pre-Award Costs.

Pre-award costs are permitted, if requested, from May 1, 2021, to stamp-in 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 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 and fiscal reports to TEA in the time and format required by TEA.
2. At the request of TEA, grantees may be required to submit additional reports necessary to accomplish the objectives of and monitor compliance with this award or

that are needed to satisfy any other 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 22-23 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 also participating in the SY22-23 COVID-19 Testing Program agree to comply with the 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 a weekly review of testing and case data, where applicable, and ensure adequate action plans for identifying a positive test result.
6. Grantees agree to participate in calls and/or other communication structures (i.e., emails, surveys, webinars, etc.) and monitor 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 school operations 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

Refer to the [Budgeting Costs Guidance Handbook](#) on the Grant Administration Division's [Grant Resources](#) 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

- PPE (including but not limited to masks, gloves, gowns, & face shields)
- Hygiene and cleaning supplies
- Portable high-efficiency particulate air (HEPA) fan/filtration systems or other small items that may allow for improved air circulation
- Public health events that include students and other community members and are aimed at providing opportunities for increased detection and prevention of COVID-19
- Testing events that may also involve other mitigation activities (e.g., promotion of vaccination) to limit the spread of COVID-19
- Costs to obtain a CLIA waiver
- Partial funding for staff conducting additional grant-related duties that are outside of the staff's normal activities, including screening testing, COVID prevention programs, or grant reporting
- Wrap-around (e.g., food, laundry, mental health services, etc.) services for those who test positive

Unallowable Activities and Use of Funds

Refer to the [Budgeting Costs Guidance Handbook](#) on the Grant Administration Division's [Grant Resources](#) page for general guidance on 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)
- Advisory Council
- Major renovations or construction
- Tuition reimbursement
- Out-of-State Travel
- COVID-19 testing-test kits, turn-key testing services, and related support services
- HVAC Systems
- Cleaning Equipment or Contracted Cleaning Services from non-employees or providers
- Purchasing technology to support campus testing (i.e., iPads, iPhones, and/or other devices)
- Water filtration systems-supplies and equipment
- Health supplies used in events (i.e., band-aids and/or general medical-related supplies)

- Cost of Membership in Any Civic or Community Organization
- Hosting or Sponsoring of Conferences
- Travel Costs for Officials such as Executive Director, Superintendent, or Board Members
- Lobbying or any activity that appears to be lobbying
- Stipends for non-employees
- Field Trips
- Travel for students to conferences
- Non-employee costs for conferences

Performance Measures

The applicant agrees to collect data and report on the following mandatory performance measures:

1. Monthly reports addressing grant activities, progress on milestones, and fiscal or financial/expenditure data.
2. Annual progress reports (APRs) or final reports that may later be required by TEA.

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 requirement does apply to this federally funded grant program.

Maintenance of Effort

See the [General and Fiscal Guidelines](#), Maintenance of Effort.

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

Attachments

There are two types of attachments that may be required to be submitted with your application:

Required Fiscal-Related Attachments

See the [General and Fiscal Guidelines](#), Fiscal-Related Documentation Required to Be on File, 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.