



STATE OF NEW JERSEY  
**DEPARTMENT OF EDUCATION**

A Memo from the New Jersey Department of Education

Date: September 16, 2020  
To: Chief School Administrators, Nonpublic School Administrators  
Route To: School Business Administrators  
From: Jessani Gordon, Director of Interdistrict School Choice & Nonpublic School Programs  
Division of Finance  
Deadline: Notify nonpublic schools as soon as possible, and no later than September 22, 2020

### **COVID-19 Technology Funds for Nonpublic Schools**

The New Jersey Department of Education (NJDOE) recognizes that during the COVID-19 public health emergency, it is critical for all New Jersey students, including those attending nonpublic schools, to have access to the digital devices necessary for remote instruction. To support this effort, the NJDOE is pleased to announce the release of COVID-19 Technology Funding for Nonpublic Schools by way of their responsible local education agencies (LEAs).

The COVID-19 Technology Funds for Nonpublic Schools are funded by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Coronavirus Relief Fund (CRF), and are provided solely for the purchase of 1:1 instructional devices (e.g., Chromebooks, iPads, hotspots) for nonpublic school students.

#### **LEA responsibilities**

LEAs will be required to notify their nonpublic school administrators of the grant allocations, posted on the Department's Nonpublic School website under [Announcements & Updates](#), no later than five days after receipt of this memo, to consult with their nonpublic schools on the use of funds, and to place orders in a very compressed time period. *The funds must be encumbered or expended no later than October 31, 2020.* Any funds not encumbered or expended by that time must be returned.

#### **Accounting and Uses of Funds**

CRF funds provided for Technology Funds for Nonpublic Schools will be accounted for in the NJDOE's Electronic Web Enabled Grant System ([EWEG](#)). This is a payment-only program. All requests for reimbursement will be processed through the EWEG reimbursement process. Districts must consult with their nonpublic schools located within their district boundaries to determine use of funds. Funds may only be used for the purchase of 1:1 instructional devices for nonpublic school students and must be recorded as follows:

#### **Revenues:**

- Federal funding under the CRF for Nonpublic Technology should be recorded in fund 20 in the 4500 series, account 20-45xx, Restricted Grants from the Federal Government through the State – CRF Technology. This will be collected on line 825 Other Revenue from Federal Sources.

#### **Expenses:**

- Expenses for the nonpublic technology funds under the CRF will be recorded in fund 20 in new program code 512 in functions and objects as applicable (20-512-xxx-xxx). New line 88095 has been created to collect the total of this program. Please be advised that this nonpublic allocation is being made using federal funds and must be encumbered or expended no later than October 31, 2020. Any funds not encumbered or expended by that time must be returned.

**Allocations by Nonpublic School**

Nonpublic schools grant allocations have been posted on the Nonpublic School website under [Announcements & Updates](#). The allocations are based on the nonpublic school enrollments submitted in the Nonpublic Enrollment Report.

**Contact information**

For questions or additional information regarding the COVID-19 Technology Funds for Nonpublic Schools, contact Constance Webster at [Constance.Webster@doe.nj.gov](mailto:Constance.Webster@doe.nj.gov).

- c: Members, State Board of Education
- Kevin Dehmer, Interim Commissioner of Education
- NJDOE Staff
- Statewide Parent Advocacy Network
- Garden State Coalition of Schools
- NJ LEE Group
- Nonpublic School Advisory Committee