



STATE OF NEW JERSEY  
**DEPARTMENT OF EDUCATION**

A Memo from the New Jersey Department of Education

Date: March 8, 2023  
To: Local Educational Agency Leads  
Route To: ESEA Project Directors, School Business Administrators  
From: Kathy Ehling, Assistant Commissioner  
Division of Educational Services  
Deadline: March 31, 2023

### State Fiscal Year 2022 (SFY22) ESSER Performance Report

To satisfy federal reporting requirements, all local educational agencies (LEAs) that received Coronavirus Aid, Relief, and Economic Security (CARES), Coronavirus Response and Relief Supplemental Appropriations (CRRSA), or American Rescue Plan (ARP) Act Elementary and Secondary School Emergency Relief (ESSER) Fund allocations must submit an ESSER Performance Report for State Fiscal Year 2022 (SFY22) (i.e., July 1, 2021 through June 30, 2022). LEAs must complete and submit the report no later than March 31, 2023.

The SFY22 ESSER Performance Report is now available for completion via the New Jersey Department of Education's (NJDOE) Electronic Web-Enabled Grant (EWEG) system. The report has been modified and enhanced to accommodate changes to the requirements made by the United States Department of Education (USED) as well as to reflect user feedback. These changes include:

- A new definition of expenditure, as follows: “[a]n expenditure is incurred by the LEA when the State Education Agency (SEA) makes a reimbursement for that expenditure with specific funds; the **date of the reimbursement determines the appropriate reporting period.**” This means LEAs will be reporting on ESSER expenditures that were reimbursed by the NJDOE between July 1, 2021 and June 30, 2022.
- New report pages to collect detailed staffing information (these pages preview information that LEAs will be required to submit in next year's ESSER Performance Report).
- A single narrative response to replace a series of report pages about which we received critical feedback.
- A revision to report pages related to programming in order to collect more meaningful expenditure data.
- A review process to support LEAs with submitting accurate data.

To assist LEAs in accurately completing the SFY22 ESSER Performance Report, the NJDOE is offering technical assistance sessions on March 10 at 11 a.m., March 14 at 12 p.m., March 17 at 2:00 pm, March 21 at 10:30 a.m., and March 27 at 12 p.m. Please visit the [NJDOE's Events Registration webpage](#) to register for a session. These sessions will include an overview of the report and will highlight which data are required for the report.

If you have any questions about the collection or submission of data for the ESSER Performance Report, please write to [ESSER.Report@doe.nj.gov](mailto:ESSER.Report@doe.nj.gov). Thank you in advance for your prompt attention to this federal requirement.

c: Members, State Board of Education  
NJDOE Staff  
Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
NJ LEE Group