



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: May 31, 2023
To: Local Educational Agency Leads
Route To: School Business Administrators
From: Amanda Schultz, Executive Director/Chief Financial Officer
Division of Finance & Business Services
Deadline: September 30, 2023

Fiscal Year (FY)2023 Reimbursement Payments and Project End Date – CRRSA ESSERF

Please be advised that the project period for Coronavirus Response and Relief Supplemental Appropriations Act, 2021, Elementary and Secondary School Emergency Relief Fund (CRRSA-ESSERF) ends on **September 30, 2023**.

Local educational agencies (LEAs) are urged to expend these funds expeditiously in advance of this rapidly approaching deadline.

The New Jersey Department of Education (NJDOE) does not have the legal authority to extend the project period, as this was established by the CRRSA-ESSERF statute. All funds must be obligated no later than September 30, 2023.

As of May 22, 2023, payments to LEAs totaling approximately \$801 million in CRRSA-ESSERF have been made. While these figures confirm that many LEAs have submitted regular reimbursement requests and received their funds, NJDOE records show that a significant number of LEAs have not submitted regular reimbursement requests and, as a result, a substantial amount of funds remain in each grant program.

In addition to federal grant requirements, the New Jersey Quality Single Accountability Continuum ([NJQSAC](#)) fiscal management indicator 14 requires that school districts' "reimbursement requests for Federal grant awards are submitted in a timely manner for the actual amount of incurred expenditures." LEAs that have not already done so should submit any outstanding reimbursement requests as soon as possible to ensure reimbursement for FY2023 grant expenditures in a timely manner. Please note that, as required by the federal Uniform Grant Guidance (2 CFR 200), the NJDOE has established a risk assessment process that includes timely submission of reimbursement requests as a key-criteria in determining a grantee's risk status.

Reimbursement requests for CRRSA-ESSERF grant are submitted through the Electronic Web-Enabled Grant ([EWEG](#)) system. For additional information on the reimbursement process, refer to the NJDOE's [Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures](#).

For questions or additional information, please contact the Office of Grants Management at (609) 376-9089.

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