GMS 101 for New and Experienced Users

Beth Wooster, Dottie Heusman, Anne Hubbell
July 27, 2022
Session Objectives:

• Brief explanation and description of the Grant Management System (GMS)
• The Unified Grant Profile (UGP)
• User Maintenance and Accessing the Grants
• Tips within the Grant
• Creating Amendments
• Requesting Reimbursements
• GMS Course in Canvas
What is the Grant Management System?

The GMS is a web-based system used by NDE for processing various grants and plans.

Its purposes are to provide:
1. districts an easy to use mechanism with a common look and feel
2. quick response time between NDE and districts
3. real time financial representation
Grants Management System Website

Additional Links:

- NDE State and Federal Grant Management Requirements and Guidance
- Grant Management User Guide
- NDE GMS Contact Information
- Bookmark the GMS Site on your computer for quick access
Canvas Course (Hub)

Grant Management System (GMS)
- Navigating GMS
- UGP
- ESSA Consolidated
- Title I, Part A
- Title I, Part D
- Title II, Part A
- Title III, EL and IE
- Title IV, Part A
- Nonpublics

Coming Soon
Staffing, NSSRS, Time and Effort, Reimbursements

Canvas Catalog -
https://canvas.education.ne.gov/

Module 1 - Navigating GMS
In this module, learners will gain an understanding of how to work with the GMS, grant management system. Topics include:
- GMS Login and Getting Started
- User Maintenance and Grant Access
- Grant Reviewers for Each School District
What is the UGP?

- The Unified Grant Profile (UGP) contains the district’s contact information and assurances for all of the federal grants of the current year.
- The UGP addresses the risk management, SAM UEI#, indirect cost rate (IDC), and provides an allocation summary as well as a grant summary for the current school year.
- IDC is NEW this year.
- Updates to any contact information is made in the UGP.
- Districts can update their UGP at anytime throughout the year by clicking the “Amend” button.
Unified Grant Profile

You are required to provide contact information and agree to assurances for the applicable programs contained in the GMS. The Standard Agreement Clauses and Common Assurances agreed to in the Unified Grant Profile will apply to all federal program applications in the GHS.

Please note, the contact information and assurances for the following programs are collected through the application process: Planning Region Team (PRT) and IDEA Flex Funding Preschool and School Age.

The Federal Funding Accountability and Transparency Act (FFATA) requires that all grant recipients create and/or validate existing Data Universal Number System (DUNS) or SAM Managed Identifier (SAMMII) and System for Award Management (SAM) registration data to be eligible for federal funds. Every LEA must provide their DUNS Number and SAM Expiration Date on the next tab Central Contracts/DUNS/SAM. Your SAM Registration can be confirmed, or you can register if needed using the SAM website. If your LEA does not have a DUNS number, you can request one through the federal Grants.Gov website.

Legislation and Guidance:
System for Award Management
Grants.Gov

- Contact Information and SAM UEI#
- Risk Assessment
- Indirect Cost Ratio
- Assurances
- Allocations Summary
- Grant Summary
- Submit
- Application History
- Application Print
Unified Grant Profile IDC

If using IDC, this rate will need to be applied on all grants - federal and state.
A district can amend the UGP at any time throughout the year.
Canvas Course (Hub)

Grant Management System (GMS)

- Navigating GMS
- UGP
- ESSA Consolidated
- Title I, Part A
- Title I, Part D
- Title II, Part A
- Title III, EL and IE
- Title IV, Part A
- Nonpublics

Coming Soon
Staffing, NSSRS, Time and Effort, Reimbursements

Canvas Catalog - https://canvas.education.ne.gov/
How do I access the grants and make any updates?

To access the grants....

Users who have NEVER had access to GMS will need to request access from the agency’s district administrator using the following:

1. Click “New User”.
2. Type in the name of the agency you wish to be associated with and click the SEARCH button.
3. From the drop down list, select the appropriate agency and click the SELECT ORG button (the New User window should display the administrator for the agency selected).
4. Click the REQUEST button.
5. Complete the New User Request and click the SUBMIT button.
6. The administrator will need to accept the New User Request and assign the appropriate user role before the new user will be able to access the agency’s grant information.
User Maintenance and Grant Access

- District Users are Found in User Maintenance
- Updates are done in the Unified Grant Profile (UGP)
Canvas Course (Hub)

Grant Management System (GMS)

- Navigating GMS
- UGP
- ESSA Consolidated
- Title I, Part A
- Title I, Part D
- Title II, Part A
- Title III, EL and IE
- Title IV, Part A
- Nonpublics

Coming Soon
Staffing, NSSRS, Time and Effort, Reimbursements

Canvas Catalog - https://canvas.education.ne.gov/
GMS Tips

❖ Application history is a great tool for you to understand the status of the grant
❖ Better to navigate through the tabs rather than using the back button
❖ Round down to the nearest whole dollar when doing reimbursement requests not to exceed the total budget
❖ Each user should have their own log in and password
❖ Request reimbursements in a timely manner
❖ Only code up to your reimbursement total amount. Know what you are purchasing!

➢ Example: ESSER II Account 6997 allocation amount is $50,100. You should ONLY code $50,100 to that account. The additional amount must go to fund most closely related to the expense.
❖ Contact the NDE Help Desk for assistance: AdvisorHelp@nebraskacloud.org
# Tips within the Grant

## Nebraska Department of Education

### Consolidated Application

<table>
<thead>
<tr>
<th>Grant Title</th>
<th>Application Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title I - 6200</td>
<td>6201</td>
</tr>
<tr>
<td>Title II - 6230</td>
<td>6310</td>
</tr>
<tr>
<td>Title III - 6925</td>
<td>6925</td>
</tr>
<tr>
<td>Title IV - 6926</td>
<td>6926</td>
</tr>
</tbody>
</table>

The annual applications for:
- Disadvantaged (CFDA #84.010A)
- Children and Youth who are Neglected, Delinquent, or At-Risk (CFDA #84.0100)
- 367A (CFDA #84.010A)
- Educator Effectiveness, Student Achievement and Growth, and Postsecondary Career and Civic Readiness (CFDA #84.0100)
Creating Amendments

<table>
<thead>
<tr>
<th>Application Name</th>
<th>Revision</th>
<th>Status</th>
<th>Date</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESSA</td>
<td>Original Application</td>
<td>Not Submitted</td>
<td></td>
<td>Open Amend</td>
</tr>
<tr>
<td>Consolidated</td>
<td></td>
<td></td>
<td></td>
<td>Payments</td>
</tr>
<tr>
<td>- 6201</td>
<td></td>
<td></td>
<td></td>
<td>Review Summary</td>
</tr>
<tr>
<td>Consolidated Plan</td>
<td></td>
<td></td>
<td></td>
<td>Delete Application</td>
</tr>
</tbody>
</table>
Amendments

The application has been locked. Go to the Submit page to unlock the application.

ESSA Consolidated - Overview

Program: The ESSA Consolidated Application includes the annual applications for:

- Title I, Part A Improving the Academic Achievement of the Disadvantaged (CFDA #84.010A)
- Title I, Part D Prevention and Intervention Programs for Children and Youth who are Neglected, Delinquent, or At-Risk (CFDA #84.010D)
- Title II, Part A Supporting Effective Instruction (CFDA #84.367A)
- Title III English Language Acquisition (CFDA #84.365A)
- Title III Immigrant Education (CFDA #84.365)
- Title IV, Part A Student Support and Academic Enrichment (CFDA #84.424A)

Purpose:

In 2014, Nebraska implemented the A Quality Education System, Today and Tomorrow (QUEST) Accountability System for public schools and districts. This was revised in 2019. The six QUEST tenets are Educational Opportunities and Access; Transitions; Positive Partnerships, Relationships, and Success; Educator Effectiveness; Student Achievement and Growth; and Postsecondary, Career, and Civic Readiness.

1. All students will perform at a high level of achievement.
2. All students will be taught by quality staff.
3. All students will learn in a safe, supportive learning environment.
4. All schools and NDE will be learning organizations that are involved in a continuous improvement process. Throughout the goals are themes that support student learning and high achievement with an emphasis on coordination and integration, accountability, and equity which include:
   - Professional development
   - Using technology to improve achievement
   - Parent/family literacy and involvement

Federal Formula Grants Program Type:


NDE Federal Programs website: [https://www.education.ne.gov/federalfunding/](https://www.education.ne.gov/federalfunding/)
Amendments

ESSA Consolidated - Amendment Description

Select the program(s) that are affected by this amendment and provide details where requested.

- ESSA Consolidated
- 1. Title I-A - Disadvantaged
- 2. Title I-D - Neglected or Delinquent
- 3. Title II-A - Teacher Quality

Please describe what has changed.

Budgeting for Carryingover Funds.

- 4. Title III - EL
- 5. Title III - Immigrant
- 6. Title IV-A - SSAE
Reimbursements

Must have an approved application

- Staff names must be listed on the Staff Pages if applicable
- Equipment must be listed on the Operational Equipment page

Must spend the money, have the proper receipts, and complete a reimbursement request

Coding to the “right” grant number & object code is critical

Complete the request
Reimbursements

Must meet the deadlines for submission

Use all of the funds allocated to the district

Allowable Variance by Budget Code

- The greater of:
- 25% or $2,500 whatever is most beneficial to the District
<table>
<thead>
<tr>
<th>Application Name</th>
<th>Revision</th>
<th>Status</th>
<th>Date</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unified Grant Profile</td>
<td>Original Application</td>
<td>Final Approved</td>
<td>5/24/2021</td>
<td>Open, Award, Delete Application</td>
</tr>
<tr>
<td>SPED Planning Region Team Grant 84160</td>
<td>Original Application</td>
<td>Final Approved</td>
<td>5/13/2021</td>
<td>Open, Award, Review Summary, Delete Application</td>
</tr>
<tr>
<td>REVW Consolidated - 9700</td>
<td>Original Application</td>
<td>Final Approved</td>
<td>5/14/2021</td>
<td>Open, Award, Review Summary, Delete Application</td>
</tr>
<tr>
<td>SPED IDEA Consolidated - 4900</td>
<td>Original Application</td>
<td>Final Approved</td>
<td>5/1/2021</td>
<td>Open, Award, Payments, Review Summary, Delete Application</td>
</tr>
<tr>
<td>ESFA Consolidated - 9201</td>
<td>Original Application</td>
<td>Submitted to NDE</td>
<td>11/2/2021</td>
<td>Open, Award, Payments, Review Summary, Delete Application</td>
</tr>
</tbody>
</table>

**Consolidated Plan**

There currently aren’t any Consolidated Plus applications created.

**Competitive Grant**

<table>
<thead>
<tr>
<th>Application Name</th>
<th>Revision</th>
<th>Status</th>
<th>Date</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Massachusetts Homeless Competitive Grant 6991</td>
<td>Original Application</td>
<td>Final Approved</td>
<td>9/1/2021</td>
<td>Open, Award, Payments, Review Summary, Delete Application</td>
</tr>
</tbody>
</table>

**Non Funded**

There currently aren’t any Non Funded applications created.

**Available**

Collections

There currently aren’t any Central Data applications available.

Formula Grant
### Payment Summary as of 7/22/2022

<table>
<thead>
<tr>
<th>Current Year Allocation</th>
<th>FY03-4/30/03</th>
<th>FY04-4/30/04</th>
<th>FY05-4/30/05</th>
<th>FY06-4/30/06</th>
<th>FY07-4/30/07</th>
<th>FY08-4/30/08</th>
<th>FY09-4/30/09</th>
<th>FY10-4/30/10</th>
<th>FY11-4/30/11</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Match</td>
<td>$52,259</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$4,957</td>
</tr>
<tr>
<td>Local Match</td>
<td>$2,164</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$2,164</td>
</tr>
<tr>
<td>Local Assistance</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total Available</td>
<td>$54,423</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$54,423</td>
</tr>
<tr>
<td>Available for Payments</td>
<td>$54,423</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$54,423</td>
</tr>
<tr>
<td>Amendments</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td>$54,423</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$54,423</td>
</tr>
<tr>
<td>Completed Payments</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Amendments</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Funding Payments</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Amendments</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Remaining Available</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Amendments</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>NBC Documentation Review</td>
<td>$43,500</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$43,500</td>
</tr>
<tr>
<td>Amount</td>
<td>$43,500</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$43,500</td>
</tr>
<tr>
<td>Total</td>
<td>$43,500</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$43,500</td>
</tr>
</tbody>
</table>
Select a Cash Request/Financial Report from the list(s) below and press one of the following buttons:

- Open Request
- Create New Request
- Delete Request

<table>
<thead>
<tr>
<th>Select</th>
<th>Reimbursement Request</th>
<th>Type</th>
<th>Date Created</th>
<th>Date Submitted</th>
<th>Final Approval Date</th>
<th>Status</th>
<th>Status Date</th>
<th>History</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Reimbursement Request 1</td>
<td>I-NS (F)</td>
<td>11/2/2021 10:00:28 AM</td>
<td>11/2/2021 10:03:42 AM</td>
<td>Submitted to NOE</td>
<td>11/2/2021 10:03:42 AM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
FINAL Reimbursements

Reimbursement of Funds – Final

![Image of a financial report with tables and graphs]
Reimbursements

Add the “right” attachments

- Period to date transaction level Expenditure Audit Report/Account Inquiry on RR
- Transaction Level YTD Expenditure Audit Report/Account Inquiry required on Final RR
- Object Code 100/200 - Payroll Records
- Object Code 300, 400/500/800, 600 and 700 - Invoices
- IDEA – 300 and 500 – Contracted Services Invoices
- All other Programs – invoices dependent on the NDE Review
### Sample Documentation

![Account Inquiry - Date Range - Exclude Encumbrances](image)

**07/11/2022 3:32 PM**

Regular; Beginning Month 05/2022; Processing Month 07/2022; Accounts to Include Accounts with Activity; Chart of Account Number 01 6969 810 0 000, 01 6969 591 0 000; Fund Number 01

<table>
<thead>
<tr>
<th>Entry Date</th>
<th>Description</th>
<th>Reference Number</th>
<th>Invoice / Cost Center</th>
<th>Purchase Order</th>
<th>Vendor ID/Name</th>
<th>Budgeted Amount</th>
<th>Debit Amount</th>
<th>Credit Amount</th>
<th>Account Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/17/2022</td>
<td>Correction: On/Off College Test Prep</td>
<td>01 6969 591 0 000</td>
<td>20220916</td>
<td></td>
<td></td>
<td>2,560.00</td>
<td></td>
<td></td>
<td>2,560.00</td>
</tr>
<tr>
<td>06/17/2022</td>
<td>Services Purchased from ESU or district</td>
<td>01 6969 591 0 000</td>
<td>20220916</td>
<td></td>
<td></td>
<td>2,560.00</td>
<td></td>
<td></td>
<td>2,560.00</td>
</tr>
<tr>
<td>06/13/2022</td>
<td>Radio-Winning Mindest Speaker</td>
<td>01 6969 910 0 000</td>
<td>20220912</td>
<td></td>
<td></td>
<td>240.00</td>
<td></td>
<td></td>
<td>240.00</td>
</tr>
<tr>
<td>06/13/2022</td>
<td>Title IV - DUES AND FEES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>48.07</td>
<td></td>
<td></td>
<td>48.07</td>
</tr>
<tr>
<td></td>
<td>Title IV - DUES AND FEES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>48.07</td>
<td></td>
<td></td>
<td>48.07</td>
</tr>
</tbody>
</table>

**Previous Balance**

- ESU13 EDUCATIONAL SERVICE UNIT #13: 2,560.00
- MC MASTER CARD: 48.07

**Current Activity**

- Budget Balance: 288.07
- Expenditure Total: 2,848.07
- Budget Balance: (2,848.07)

Designation: GENERAL FUND
Object Codes

*100 - Salaries
*200 - Employee Benefits (Insurance, SS, Retirement, etc.)
*300 - Purchased Professional & Technical Services (Workshop & registration fees, mileage, tuition for a staff member, etc.)
*400 - Purchased Property Services (Leases of computers, Project Manager, Contractors, etc.)
*500 - Other Purchased Services (Services purchased from another District or ESU, etc.)
*600 - Supplies (equipment less than $5k per item, web/cloud based software, computers, etc.)
*700 - Property/Capital (Equipment or Existing Infrastructure Assets greater than $5,000, etc.)
Links

Annual Financial Report

https://www.education.ne.gov/fos/annual-financial-report-school-district/

Program Contacts School Finance:
• Michelle Cartwright: (402) 450-0867 or michelle.cartwright@nebraska.gov
• Stephanie DeGroot: (402) 540-0649 or stephanie.degroot@nebraska.gov
How do I Continue to Learn More about GMS?

1. New - Canvas Hub!

2. Federal Programs Website

3. Contact your Grant Reviewer
Canvas Course (Hub)

Grant Management System (GMS)
- Navigating GMS
- UGP
- ESSA Consolidated
- Title I, Part A
- Title I, Part D
- Title II, Part A
- Title III, EL and IE
- Title IV, Part A
- Nonpublics

Coming Soon
Staffing, NSSRS, Time and Effort, Reimbursements

Canvas Catalog - https://canvas.education.ne.gov/
WELCOME TO THE NEW NDE LEARNING NETWORK!
This site has many professional development courses for the Nebraska Education Community.
Information to help get you started can be found below.

NEW USERS - Click on the link to view the How to create a NEW account document

NE. CANVAS DISTRICT/ESU USERS - Log-in by choosing your district/ESU from the dropdown menu then log-in using your district Canvas credentials.

NON-CANVAS RETURNING USERS - Choose "Nebraska Department of Education" from the log-in dropdown then, Log-in to return to your courses.

3 WAYS TO SEARCH:
1. Use the search box below to enter the course name you are looking for.
2. Use the categories dropdown to search by NDE office for a course.
3. Browse through the page to see all of course offerings.

Need Help? Log In to access the Help menu
# NDE Federal Programs - Grant Reviewers

## ESSA Consolidated Applications

<table>
<thead>
<tr>
<th>ESU</th>
<th>ESSA REVIEWER</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dottie Heusman</td>
<td><a href="mailto:Dottie.Heusman@nebraska.gov">Dottie.Heusman@nebraska.gov</a></td>
<td>402-219-4802</td>
</tr>
<tr>
<td>2</td>
<td>Ken Howard</td>
<td><a href="mailto:Ken.Howard@nebraska.gov">Ken.Howard@nebraska.gov</a></td>
<td>402-219-3303</td>
</tr>
<tr>
<td>3</td>
<td>Dottie Heusman</td>
<td><a href="mailto:Dottie.Heusman@nebraska.gov">Dottie.Heusman@nebraska.gov</a></td>
<td>402-219-4802</td>
</tr>
<tr>
<td>4</td>
<td>Allyson DenBeste</td>
<td><a href="mailto:Allyson.DenBeste@nebraska.gov">Allyson.DenBeste@nebraska.gov</a></td>
<td>402-405-5212</td>
</tr>
<tr>
<td>5</td>
<td>Jim Kent</td>
<td><a href="mailto:Jim.Kent@nebraska.gov">Jim.Kent@nebraska.gov</a></td>
<td>402-405-6456</td>
</tr>
<tr>
<td>6</td>
<td>Ann Carmoney</td>
<td><a href="mailto:Ann.Carmoney@nebraska.gov">Ann.Carmoney@nebraska.gov</a></td>
<td>402-525-7109</td>
</tr>
<tr>
<td>7</td>
<td>TBD / Ann temporarily</td>
<td><a href="mailto:Ann.Carmoney@nebraska.gov">Ann.Carmoney@nebraska.gov</a></td>
<td>402-525-7109</td>
</tr>
<tr>
<td>8</td>
<td>Jim Kent</td>
<td><a href="mailto:Jim.Kent@nebraska.gov">Jim.Kent@nebraska.gov</a></td>
<td>402-405-6456</td>
</tr>
<tr>
<td>9</td>
<td>Jim Kent</td>
<td><a href="mailto:Jim.Kent@nebraska.gov">Jim.Kent@nebraska.gov</a></td>
<td>402-405-6456</td>
</tr>
<tr>
<td>10</td>
<td>TBD / Dottie temporarily</td>
<td><a href="mailto:Dottie.Heusman@nebraska.gov">Dottie.Heusman@nebraska.gov</a></td>
<td>402-219-4802</td>
</tr>
<tr>
<td>11</td>
<td>Ann Carmoney</td>
<td><a href="mailto:Ann.Carmoney@nebraska.gov">Ann.Carmoney@nebraska.gov</a></td>
<td>402-525-7109</td>
</tr>
<tr>
<td>12</td>
<td>Ann Carmoney</td>
<td><a href="mailto:Ann.Carmoney@nebraska.gov">Ann.Carmoney@nebraska.gov</a></td>
<td>402-525-7109</td>
</tr>
<tr>
<td>13</td>
<td>Anne Hubbell</td>
<td><a href="mailto:Anne.Hubbell@nebraska.gov">Anne.Hubbell@nebraska.gov</a></td>
<td>402-405-7017</td>
</tr>
<tr>
<td>14</td>
<td>Ken Howard</td>
<td><a href="mailto:Ken.Howard@nebraska.gov">Ken.Howard@nebraska.gov</a></td>
<td>402-219-3303</td>
</tr>
<tr>
<td>15</td>
<td>Anne Hubbell</td>
<td><a href="mailto:Anne.Hubbell@nebraska.gov">Anne.Hubbell@nebraska.gov</a></td>
<td>402-405-7017</td>
</tr>
<tr>
<td>16</td>
<td>Kirk Russell</td>
<td><a href="mailto:Kirk.Russell@nebraska.gov">Kirk.Russell@nebraska.gov</a></td>
<td>402-405-4616</td>
</tr>
<tr>
<td>17</td>
<td>Kirk Russell</td>
<td><a href="mailto:Kirk.Russell@nebraska.gov">Kirk.Russell@nebraska.gov</a></td>
<td>402-405-4616</td>
</tr>
<tr>
<td></td>
<td>Final Reviewer</td>
<td><a href="mailto:Beth.Wooster@nebraska.gov">Beth.Wooster@nebraska.gov</a></td>
<td>402-310-1390</td>
</tr>
</tbody>
</table>

## ESSER Fund Grants

<table>
<thead>
<tr>
<th>ESU</th>
<th>ESSER Fund REVIEWER</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dottie Heusman</td>
<td><a href="mailto:Dottie.Heusman@nebraska.gov">Dottie.Heusman@nebraska.gov</a></td>
<td>402-219-4802</td>
</tr>
<tr>
<td>2</td>
<td>Ken Howard</td>
<td><a href="mailto:Ken.Howard@nebraska.gov">Ken.Howard@nebraska.gov</a></td>
<td>402-219-3303</td>
</tr>
<tr>
<td>3</td>
<td>Dottie Heusman</td>
<td><a href="mailto:Dottie.Heusman@nebraska.gov">Dottie.Heusman@nebraska.gov</a></td>
<td>402-219-4802</td>
</tr>
<tr>
<td>4</td>
<td>Allyson DenBeste</td>
<td><a href="mailto:Allyson.DenBeste@nebraska.gov">Allyson.DenBeste@nebraska.gov</a></td>
<td>402-405-5212</td>
</tr>
<tr>
<td>5</td>
<td>Benjamin Zink</td>
<td><a href="mailto:Benjamin.Zink@nebraska.gov">Benjamin.Zink@nebraska.gov</a></td>
<td>402-416-9876</td>
</tr>
<tr>
<td>6</td>
<td>Ann Carmoney</td>
<td><a href="mailto:Ann.Carmoney@nebraska.gov">Ann.Carmoney@nebraska.gov</a></td>
<td>402-525-7109</td>
</tr>
<tr>
<td>7</td>
<td>TBD / Ann temporarily</td>
<td><a href="mailto:Ann.Carmoney@nebraska.gov">Ann.Carmoney@nebraska.gov</a></td>
<td>402-525-7109</td>
</tr>
<tr>
<td>8</td>
<td>Jim Kent</td>
<td><a href="mailto:Jim.Kent@nebraska.gov">Jim.Kent@nebraska.gov</a></td>
<td>402-405-6456</td>
</tr>
<tr>
<td>9</td>
<td>Jim Kent</td>
<td><a href="mailto:Jim.Kent@nebraska.gov">Jim.Kent@nebraska.gov</a></td>
<td>402-405-6456</td>
</tr>
<tr>
<td>10</td>
<td>TBD / Dottie temporarily</td>
<td><a href="mailto:Dottie.Heusman@nebraska.gov">Dottie.Heusman@nebraska.gov</a></td>
<td>402-219-4802</td>
</tr>
<tr>
<td>11</td>
<td>Ann Carmoney</td>
<td><a href="mailto:Ann.Carmoney@nebraska.gov">Ann.Carmoney@nebraska.gov</a></td>
<td>402-525-7109</td>
</tr>
<tr>
<td>12</td>
<td>Ann Carmoney</td>
<td><a href="mailto:Ann.Carmoney@nebraska.gov">Ann.Carmoney@nebraska.gov</a></td>
<td>402-525-7109</td>
</tr>
<tr>
<td>13</td>
<td>Anne Hubbell</td>
<td><a href="mailto:Anne.Hubbell@nebraska.gov">Anne.Hubbell@nebraska.gov</a></td>
<td>402-405-7017</td>
</tr>
<tr>
<td>14</td>
<td>Sue Henry</td>
<td><a href="mailto:Sue.Henry@nebraska.gov">Sue.Henry@nebraska.gov</a></td>
<td>402-219-1788</td>
</tr>
<tr>
<td>15</td>
<td>Anne Hubbell</td>
<td><a href="mailto:Anne.Hubbell@nebraska.gov">Anne.Hubbell@nebraska.gov</a></td>
<td>402-405-7017</td>
</tr>
<tr>
<td>16</td>
<td>Kirk Russell</td>
<td><a href="mailto:Kirk.Russell@nebraska.gov">Kirk.Russell@nebraska.gov</a></td>
<td>402-405-4616</td>
</tr>
<tr>
<td>17</td>
<td>Anne Hubbell</td>
<td><a href="mailto:Anne.Hubbell@nebraska.gov">Anne.Hubbell@nebraska.gov</a></td>
<td>402-405-4616</td>
</tr>
<tr>
<td>18</td>
<td>Kirk Russell</td>
<td><a href="mailto:Kirk.Russell@nebraska.gov">Kirk.Russell@nebraska.gov</a></td>
<td>402-405-4616</td>
</tr>
<tr>
<td>19</td>
<td>Final Reviewer</td>
<td><a href="mailto:Beth.Wooster@nebraska.gov">Beth.Wooster@nebraska.gov</a></td>
<td>402-310-1390</td>
</tr>
</tbody>
</table>
Top 5 ESSA Points to Remember

1. Schoolwide Title I Building-All paras MUST meet the requirements to work with students **PRIOR to working with students**! In Targeted Title I Building-Any para funded with Title I funds MUST also meet these requirements.

2. Coding of Staff in Federal Funded Positions-All of these MUST match: NSSRS, GMS, Bookkeeping Records, and Time and Efforts. All should have the same percentage.

3. Waivers for carryover: NDE is pursuing this request with the USED. When we hear the answer, we will let you know.

4. We are updating the Monitoring Guide Checklist based on the requirements the USED gave us during our monitoring in March of 2022.

5. Unified Grant Profile must be updated before doing anything in the GMS each year. Current contact information is vital so we can reach out to the right district personnel.
Top 5 ESSER Points to Remember

1. ESSER I allocations must be obligated by 9-30-2022.

2. Plan for Safe Return MUST be reviewed at minimum once every 6 months until 9-30-2023. Document this information. Make sure the plans are on the website and date stamp them. If changes occur with the Use of Funds, be sure to get input from stakeholders.

3. Programmatic and Fiscal Monitoring have to be done and were started during the 2021-2022 school year. Will continue this year and into the future.

4. Grant coding is important: 6996-ESSER I, 6997-ESSER II, 6998-ESSER III

5. Davis Bacon Rules DO Matter. Take a handout for specific information.
Thank you!