



ARP Act-ESSER Funds District Review/Assessment

District: Click or tap here to enter text.

District Superintendent: Click or tap here to enter text.

District ARP ESSER Liquidation Extension Contact: Click or tap here to enter text.

This self-assessment consists of three sections:

- ARP ESSER Act Programmatic Implementation and Outcomes - 4 indicators
- Fiscal Management - 6 indicators
- Construction and Renovation Project Processes – 3 indicators

The district will review and self-assess by providing narrative responses to each of the questions on this form in the spaces labeled “District Response.” The completed self-assessment form will be returned to KDE (karen.wirth@education.ky.gov) along with all supporting documentation. The review team will review the District Review/Assessment, ARP ESSER Liquidation Extension Application, ARP ESSER Liquidation Extension Assurances, and related documentation and may have follow-up questions to ask the district.

Instructions for Districts

Please read each indicator on the following pages and type your response in the text box. Documentation will be returned to KDE (karen.wirth@education.ky.gov) as evidence of the district’s implementation of each indicator. Suggested documentation is provided as recommendations for most indicators. Districts may have other documentation to provide that may also satisfy requirements. In a few cases, specific documentation is required (e.g., MUNIS reports). Monitoring staff may request additional pieces of evidence as needed.

I. ARP Act Programmatic Implementation and Outcomes

- 1. Describe the strategies the district used to implement ARP ESSER funds, including how the district decided which strategies to implement?**

District Response:

Click or tap here to enter text.

- 2. Describe the outcomes or results achieved thus far from the district’s implementation of strategies with ARP ESSER funds.**

District Response:

Click or tap here to enter text.

- 3. Describe the processes the district had in place to ensure that activities/strategies in the district’s ARP ESSER spending plan are implemented effectively.**

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District Response:

Click or tap here to enter text.

- 4. Has the district been placed on a corrective action plan or enhanced monitoring program for any federal program or project in the last five years? If so, for which program and what was the start date of the action?**

District Response:

Click or tap here to enter text.

II. Fiscal Management (ARP Act and Parts 76 and 200 of EDGAR)

- 1. Describe the fiscal management processes the district uses to ensure ARP ESSER funds are spent in a timely fashion and with proper oversight [2 CFR § 200.302, 200.303].**

District Response:

Click or tap here to enter text.

- 2. How does the district ensure all expenditures paid with ARP ESSER funds are allowed and that costs are reasonable and necessary?**

District Response:

Click or tap here to enter text.

- 3. Do expenditures on the MUNIS report align with the ARP ESSER spending plan in GMAP? Note: Expenditures do not have to exactly match. They need to show close alignment. [2 CFR § 200.302, 200.303, 200.308].**

District Response:

Click or tap here to enter text.

Required Documentation:

- a. Current *detailed* MUNIS spending report with purchase order-level details.

- 4. Describe the processes the district uses to appropriately inventory purchases made with ARP ESSER funds [2 CFR § 200.313 and 2 CFR § 200.314]. A) Describe the district's process for disposing of unneeded equipment.**

District Response:



Click or tap here to enter text.

Required Documentation:

a. Inventory of equipment and supplies purchased with ARP ESSER funds

5. Did the district maintain time and effort records for employees paid in full or in part with ARP ESSER funds? [[2 CFR § 200.430\(i\) a](#)]

District response:

Click or tap here to enter text.

6. Procurement of Goods and Services. A) How were external providers selected? B) To date, have the goods and services been provided in accordance with the contract? C) How does the district ensure goods and services are provided in accordance with the contract?

Note: "External providers" refers to any vendor or contractor who provides a good or service as part of the work for which the ARP ESSER liquidation extension is requested.

District Response:

Click or tap here to enter text.

III. Construction and Renovation Projects

1. Describe the contractual requirements included in all contracts associated with this project which ensure compliance with US Department of Education Regulations regarding construction at [34 CFR § 76.600](#); wage compliance per the [Davis-Bacon Act](#); Domestic Preferences for Procurements at [2 CFR § 200.322](#); Section 106 of the National Historic Preservation Act of 1966; etc.

District Response:

Click or tap here to enter text.

2. Describe how the district ensures compliance with ARP ESSER and ARP ESSER-related requirements including staff responsible for this oversight, frequency of project progress and reviews, escalation process for compliance issues and concerns, storage and retention procedures for required documentation, etc.

District Response:

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- 3. Has the district recorded the Federal interest in the title of real property and include a covenant in the title of real property acquired, in whole or in part, with Federal assistance funds to assure nondiscrimination during the useful life of the project as described in [US Department of Education Dear Colleague](#) letter of March 21, 2024 and on KDE's website, [Facility Federal Recording and Reporting](#).**

District Response:

Click or tap here to enter text.