



To the Administrator Addressed

Commissioner Mike Morath

1701 North Congress Avenue • Austin, Texas 78701-1494 • 512 463-9734 • 512 463-9838 FAX • tea.texas.gov

DATE:	November 10, 2022
SUBJECT:	ESSER I Liquidation Extension and LEA Data Collection Tool Launch and Deadline
CATEGORY:	ESSER Grant Compliance
NEXT STEPS:	LEAs to submit ESSER I liquidation extension request (if applicable) by 11/30/22.

Background

On September 29, 2022, the U.S. Department of Education (USDE) released introductory information regarding the CARES Act funding Liquidation Period Extension being offered for ESSER I funding. The Texas Education Agency (TEA) is required to gather data from local educational agencies (LEAs) needing the extension and will submit one statewide aggregated request on behalf of those LEAs. *This extension offered is only for ESSER I at this time.*

All costs under ESSER I, including equitable services to private nonprofit schools, must have been fully obligated for allowable grant uses by Friday, September 30, 2022. Certain obligated costs may continue to be received and paid during the liquidation period extension. However, the extension does not cover all types of costs, e.g., indirect costs, staff salary, or travel, due to the federal rules defining when an obligation was made.

TEA may request the extension for up to 13 additional months after the standard liquidation period (until February 29, 2024) for LEAs. TEA has until December 31, 2022, to request the liquidation period extension for Texas LEAs.

Who Should Request the Liquidation Extension

Any LEA who legally obligated ESSER I funds by September 30, 2022, and has a portion of those funds for various types of contracted services that will not be fully liquidated (services received and costs paid) by January 2, 2023, (the grant's standard liquidation period) may request the extension. The LEA must be able to describe the contracted service and provide an acceptable justification for needing the extension. Note that needing additional time to expend the funds is not an allowable justification. Allowable justifications include, but are not limited to, supply chain delays, delays in receiving services, or procurement delays.

How to Access the ESSER I Liquidation Extension LEA Data Collection Tool

An LEA that wishes to request ESSER I Late Liquidation approval from USDE must complete and submit a late liquidation request form to TEA for aggregation. The data collection tool, released by TEA on October 31, 2022, can be found in the [ESSER Compliance WorkApp](#).

LEAs will see pre-populated data (e.g., LEA Name, Grant Award, etc.) and fields that require data to be entered by the LEA. LEAs are required to submit all required information in the data collection tool for the request to be approved by TEA to be sent to USDE for final review and acceptance.

TEA has also created the [attached step-by-step guide](#) for LEAs wishing to complete and submit the ESSER I Liquidation Extension LEA Data Collection Tool.

Timeline

- **10/31/2022** - ESSER I Late Liquidation data collection tool opens for LEAs.
- **11/30/2022 by 11:59pm CST** - **Data collection tool due from LEAs to TEA. Data submission closes.**
- **12/31/2022** - TEA submits request on behalf of LEAs to USDE.
- **January/February 2023** - USDE responds to request from TEA.

For Further Information

For information and guidance on ESSER I Liquidation Extension and the data collection tool, please contact Nick Davis in the Department of Grant Compliance and Administration via email at nick.davis@tea.texas.gov.