The Education Jobs Fund

Office of P-12 Education
School Operations and Management Services
Educational Management Services
New York State Education Department
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http://usny.nysed.gov/arra/ejf/
Overview

• Education Jobs Fund (EJF) is a new grant award under the American Recovery and Reinvestment Act of 2009 (ARRA)

• While it serves the same overall purpose to retain or create school-level jobs as the ARRA Education Stabilization Fund, there are important differences

• EJF allowable uses are more restrictive – aimed more directly at school-level jobs

• Quarterly reporting, however, will be the same process in the on-line ARRA system

http://usny.nysed.gov/arra/ejf/
Planning and Budgeting

- Districts can plan flexibly to allocate funds in either or both of the 2010-11 and 2011-12 school years
- Districts are asked to provide a budget summary only for the first year by 1/14/11
- Budget only for obligations incurred beginning August 10, 2010 and ending June 30, 2011
- Any portion of the total allocation can be budgeted for each year, including zero
- A 2011-12 budget summary and narrative will be filed for the balance of each district’s allocation and may include carryover

http://usny.nysed.gov/arra/ejf/
Allowable Uses

• Compensation and benefits and other expenses, such as support services, to:
  – Retain existing school-level employees
  – Rehire former employees
  – Hire new employees

• Includes salaries, bonuses, insurance and other direct employee benefits

• Additional detail available on our EJF website

http://usny.nysed.gov/arra/ejf/
Non-allowable Uses

- Purchased services including BOCES
  - Only salaries and benefits for direct employees of the school district receiving the grant
- Central administration services
- Infrastructure (construction)
- Equipment
- Additional detail available on our EJF website

http://usny.nysed.gov/arra/ejf/
Frequently Asked Questions

• How did New York State allocate Education Jobs Funds?
  – Through the State’s primary elementary and secondary education funding formula(e)

• Will charter schools get Education Jobs Funds?
  – No. Charter schools get funds from districts based on overall district spending. EJF go to school districts by way of the State’s primary funding formula

http://usny.nysed.gov/arra/ejf/
Accounting FAQ’s

• How should school districts account for Education Jobs Funds?
  – Separately, in the Special Aid Fund under account code F-4287

• What differences will result from treating EJF as Special Aid, instead of General Aid?
  – Like other federal grants, EJF funds will be less flexible compared to general State Aid, however-
  – As a grant-in-aid, EJF may be excluded when calculating allowable contingency budgets

http://usny.nysed.gov/arra/ejf/
Submitting EJF Budget and Narrative

• Submitted in the existing NYSED-ARRA on-line system at [http://portal.nysed.gov/portal/](http://portal.nysed.gov/portal/) (See following screenshot)


• Narratives should include:
  
  – Two-year plan for allocating EJF
  – Jobs saved, recovered or created
  – Any costs for “related services”
Education Jobs Fund

ALBANY CITY SCHOOL DISTRICT

Online Budget for School Year 2010-11

Budget Status: NOT SUBMITTED

Sub-recipients should budget only the portion of their total allocation they anticipate incurring obligations for beginning August 10, 2010 and ending June 30, 2011.

Budget Narrative

NOTE: Please see guidance on which employees and related expenses an LSA may support with Education Jobs Fund. Provide clear and concise information relative to the jobs retained and/or created and any "other costs" included in the budget summary below.

Budget Summary

NOTE: FTEs reported must be those that are directly funded by ARRA-EJF. Calculation of FTEs must be done in accordance with the revised federal methodology for estimating jobs created or retained which can be found at http://usny.nysed.gov/arragenral_arrainfo/home.htm.

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<thead>
<tr>
<th>2010-11 School Year Allocation**</th>
<th>Total Directly Funded FTE</th>
<th>Salaries** (may include Fringe Benefits)</th>
<th>Other Costs***</th>
<th>Total Costs</th>
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<td><strong>Jobs Retained</strong></td>
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<td><strong>Subtotal</strong></td>
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<td><strong>Jobs Created</strong></td>
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Quarterly Reporting


- Additional guidance on US Education Dept. website: [http://www2.ed.gov/programs/educationjobsfund](http://www2.ed.gov/programs/educationjobsfund)
Districts Report Limited Data

- Online ARRA System collects:
  - Brief Program Narrative
  - Jobs saved, including rehired, that existed before July 1, 2009 (start of ARRA)
  - Jobs created since July 1, 2009

- The Department uses expenditure information from existing financial systems

http://usny.nysed.gov/arra/ejf/
Receiving EJF Funds

• Submit a brief narrative and budget summary in the NYSED-ARRA on-line system on the Business Portal

• Submit an FS-25 claim for expenses to the Grants Finance Office to draw down funds

• No prospective first payment

• Districts must obligate all EJF funds by June 30, 2012

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Timeline

- 8/10/10: Signed into law to support school-level education jobs
- 12/7/10: Appropriated by New York State
- 12/17/10: On-line Budget open
- 1/14/11: Budget and narrative due
- March 31, 2011: First Quarterly Report Due in NYSED - ARRA system

http://usny.nysed.gov/arra/ejf/
For More Information

- Email: [emscmgt@mail.nysed.gov](mailto:emscmgt@mail.nysed.gov)
- 518.474.6541 (Quarterly Reporting)
- 518.474.3936 (Budget and Narrative)
- 518.474.4815 (requesting payment)
Questions?

http://usny.nysed.gov/arra/ejf/