

California Department of Education

Coronavirus Aid, Relief, and Economic Security (CARES) Act Equipment and Capital Expenditures Approval Application

The federal requirements found in the CARES Act require that the Elementary and Secondary School Emergency Relief (ESSER) Fund and the Governor’s Emergency Education Relief (GEER) Fund be subject to the Uniform Grants Guidance. Those regulations contain a requirement that capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$5,000 or more have the prior written approval as found in 2 CFR 200.439 (<https://www.law.cornell.edu/cfr/text/2/200.439>).

The submission of this request provides assurance that the authorized use of funds criteria, for ESSER Funds (<https://www.cde.ca.gov/fg/cr/caresact.asp>) and/or GEER Funds (<https://www.cde.ca.gov/fg/cr/learningloss.asp>) have been met.

By submitting this form, you are agreeing to review and will follow all local, state, and federal level policies when making a purchase using federal funds. You may be required to obtain additional information if the purchase exceeds certain dollar amount thresholds, in accordance with Title 2, Code of Federal Regulations (2 CFR), sections 200.317-326 and California Public Contracts Code sections 20110 – 20118.4.

Please include a quote of the item to be purchased and e-mail this document to the CARES Team at CARESAct@cde.ca.gov. Please include in the e-mail subject “Equipment and Capital Expenditures Approval – (name of your local educational agency)”.

Date of Request: _____

Name of Primary Contact: _____

Title: _____

Email Address: _____

Phone Number: _____

District Name: _____

School Name: _____

County/District Code: _____

Short Title of Project Name: _____

Funding Source(s) Used: _____

Estimated Total Cost of the Project: _____

Amount of Funds to be Used: _____

Please describe the items that will be purchased with the funds:

Please describe how these purchases fit-in with the allowable uses of funds for either ESSER, GEER, or both:

Please describe how this purchase is reasonable, necessary, and allowable in accordance with Cost Principles found in 2 CFR 200.420-475:

Signature of Superintendent or Charter School Representative

Date
