**Local Education Agency (LEA) Plan Requirements**

Two plans are required at the local level: a plan for the safe return to in-person instruction and a plan for the use of ARP ESSER funds.

* #1 -- LEAs must have a “Plan for Safe Return to In-Person Instruction and Continuity of Services.”
* Plans must be publicly available – no later than 30 days after receiving ARP ESSER funds.
	+ Many of you likely had this type of plan in place going into the 2020-21 school year, and it may meet federal requirements.
	+ You may need to modify the plan to ensure that it addresses certain items to meet regulatory requirements related to the ARP. Four items are listed in the interim final requirements (see 21200):
		- 1-How LEA will maintain health/safety of students, educators, and other staff and descriptions of any policies adopted in line with CDC recommendations
		- 2-How LEA will ensure continuity of services related to students’ academic needs, students’ and staff social/emotional/mental health and other needs, which may include student health and food services
		- 3-LEA must periodically, but not less than every six months, review and revise its plan as appropriate; must seek public input in determining whether to revise plan (through Sept. 30, 2023)
		- 4-Plan must be in an understandable and uniform format and, to extent practicable, written in a language that parents can understand
* #2 -- LEAs must develop and submit to the state a “plan for the LEA’s use of ARP ESSER funds.”
* Plans must be submitted to state within a reasonable timeline established by state (but no later than 90 days after receiving ARP ESSER allocation)
* Plans must, at a minimum, describe:
	+ 1-How LEA will use funds to implement prevention and mitigation strategies that are consistent with most recent CDC guidance on reopening schools
	+ 2-How LEA will use the 20% set-aside for addressing academic impact of lost instructional time through implementation of evidence-based interventions
	+ 3-How LEA will use the remaining funds consistent with statutory requirements
	+ 4-How LEA will ensure interventions address academic impact of lost instructional time; respond to academic, social, emotion, and mental health needs of all students, and particularly those disproportionately impacted by COVID pandemic, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care, and migratory students
* LEAs must engage in meaningful consultation with stakeholders in developing the plan.
* Plans must be made publicly available on the LEA’s website.
* Plans must be available in understandable and uniform format and, to extent practicable, written in a language parents can understand.