



Remote Learning Technology Grant: Expanded Use

As several districts are facing challenges with planned expenses due to the nationwide and worldwide impact the COVID-19 pandemic has had on fulfillment of device orders, the Department has secured approval to expand the allowable uses for which existing grantee districts may request reimbursements.

Expanded Use

While the original grant program focused solely on device purchases, the expanded uses may now include any of the below categories (mirrored from federal guidance):

- expanding broadband capacity;
- developing an online curriculum;
- acquiring computers and similar digital devices;

These expanded categories provide for flexibilities on potential allowable expenses. Please reach out to district.technology@tn.gov with any questions you have around allowability. The update to allowable uses does not change districts' original grant award values.

Amendment Application Process

If you are interested in submitting an updated application with these additional flexibilities, please complete the application form located in ePlan under **LEA Document Library -> FY21 -> Remote Learning Technology Grant Expanded Use Application** 11-16-2020 and upload it to ePlan under the same folder **by December 4th**. As a reminder, all expenses must be incurred and submitted for reimbursement by December 30th. We will review applications and provide updated approvals on a rolling basis.

Submitting for Reimbursement

To submit a reimbursement request, please upload the documentation in the LEA Document Library and email district.technology@tn.gov to process the request. Supporting documentation should include purchase orders and invoices.

Additional Guidance

As the grant should help reimburse device costs if incurred, the following guidance applies for the order in which expenses should be submitted for reimbursement:

- If you have already submitted PO's and invoices that match your application, there is no action needed.
- If you have purchased and received computers/devices within the period of eligibility but have not yet uploaded your documentation/receipts, please do so as soon as possible.
- If you have purchased devices within the period of eligibility and anticipate devices arriving before December 30, then proceed with your current application and process the reimbursement request when the invoice is paid.
- If you placed orders within the period of eligibility and your documented original estimated delivery date for devices was before 12/30, but your devices are now scheduled to arrive after 12/30 and before 3/31/21, please contact district.technology@tn.gov to discuss next steps.
- **NEW:** If you are unable to secure devices within the grant window due to:
 - You placed orders within the period of eligibility, but your devices are now not scheduled to arrive until after 3/31/21, or
 - You were unable to secure an order within the grant window, either due to planning ahead or due to expected delivery delays

Then you may submit a grant amendment to redirect funds to other allowable uses.