



Richard Woods, Georgia's School Superintendent  
 "Educating Georgia's Future"

**Affirmation of Notification and Initial Consultation for Equitable Services under the CARES Act**  
**Due June 30, 2020**

Local Education Agency (LEA)	
Private School	

**Directions:**

- The LEA must check the box next to each topic to indicate it was addressed in consultation.
- Both School Officials (private and public) must sign and date this document. Electronic Signatures accepted
- Submit the form via JotForm by June 30, 2020 <<https://form.jotform.com/201254589006049>>

Check	Consultation Topics (USDE Equitable Services FAQs & ESSA 1117)
	<b>Eligibility:</b> Participating non-public schools must be nonprofit K-12 elementary and/or secondary schools in existence before the enactment of the CARES Act. This is verified through 2019-2020 DE1111 submission and Secretary of State Business look-up.
	<b>Beneficiaries:</b> The LEA may provide equitable services with CARES Act funds to any students and teachers in non-public schools.
	<b>Secular:</b> The LEA must provide equitable services and other benefits, including materials and equipment, that are secular, neutral, and nonideological.
	<b>Equitable:</b> The LEA must provide services and other benefits for non-public school students and teachers in a timely manner that are equitable in comparison to the services and benefits provided for public school students and teachers.
	<b>Proportional:</b> The LEA calculates the proportional share based on the number of children enrolled in each non-public school whose students or teachers participate in the CARES Act programs compared to the number of students enrolled in public schools in the LEA. In Georgia this is provided by the GaDOE using K-12 public and non-public enrollment as of March 5, 2020.
	<b>Administrative Costs:</b> The LEA must communicate with the private school the reservation funds that are reasonable and necessary for administering equitable services under the CARES Act programs.
	<b>Availability:</b> An LEA must obligate CARES Act funds for equitable services in the fiscal years for which those funds are intended for services to address the impact of COVID-19.
	<b>Design and Development:</b> An LEA must consult with appropriate non-public school officials during the design and development of the LEA's activities on relevant issues. The LEA and non-public school officials shall both have the goal of reaching agreement on how to provide equitable and effective services. The LEA must transmit the results of that agreement to the ombudsman (In Georgia completed through the Private School Intent to Participate Form, Affirmation of Notification and Initial Consultation Form and Budget submission.)
	<b>Timely:</b> Consultation occurs before an LEA makes any decision that affects the opportunities of nonpublic students and teachers to receive equitable services.
	<b>Delivery Mechanisms:</b> Consultation included discussion of service delivery mechanisms an LEA may use to provide equitable services.
	<b>Control of Funds:</b> Control of funds and title to materials, equipment, and property must be in public agency (LEA).

