

NC Pre-K Program Guidance

Governor's Emergency Education Relief (GEER) Funds for NC Pre-K Classrooms

September 18, 2023

This guidance document is intended to provide information to NC Pre-K programs and Contracting Agencies regarding GEER funds for NC Pre-K classrooms.

It is the responsibility of the NC Pre-K Contracting Agencies to ensure that this guidance is shared with all NC Pre-K programs.

I. Purpose

On September 13, 2023, Governor Cooper [announced plans](#) to direct \$8 million in GEER funds to provide a one-time special allocation to all NC Pre-K classrooms. Funding for this new investment in NC Pre-K is from federal Emergency Assistance for Non-Public Schools (EANS) funds that have reverted to the Governor's Emergency Education Relief (GEER) fund. This one-time special allocation can be used for direct services funding for classroom needs that supports the provision of high-quality early learning for eligible children enrolled in the program, which includes; but is not limited to, upgrading classroom materials, toys, supplies, playground equipment, supplemental curriculum materials, ongoing facility maintenance needs, mental health support for children and staff, professional development for staff, and other needs.

The Division of Child Development and Early Education (DCDEE) will distribute the funding to NC Pre-K Contracting Agencies in accordance with the guidance below.

II. Classroom Eligibility Requirements for GEER Funds

In order to be eligible to receive GEER funds the NC Pre-K classroom must have **1 or more NC Pre-K children enrolled** and have a **qualified lead teacher or long-term substitute** in place in the NC Pre-K Plan database **during the month of September 2023**.

- NC Pre-K classrooms that have been allocated slots and have qualified staff in place will be **eligible** to receive GEER funds as long as **at least one child qualifies for reimbursement** during the month of September.
 - NC Pre-K classrooms that do not meet these criteria **will not** receive GEER funds.

III. Funding Amounts

- a) NC Pre-K classrooms that meet the eligibility criteria described in Section II will be **eligible** to receive a one-time allocation of **approximately \$3,860 per classroom**.

IMPORTANT: At the end of August, NC Pre-K contracting agencies were asked to verify the number of NC Pre-K classrooms in their county/region for the 2023-2024 program year. That information was used to calculate funding amounts for each county/region. Contracting agencies will only be able to request GEER funds for the number of classrooms specified in their contract amendment. **Any additional classrooms will not receive GEER funds.**

IV. Contract Amendment

- a) GEER funds will be added to each NC Pre-K contracting agency's Direct Services funding through NC Pre-K Contract Amendment 1 effective July 1, 2023.
- b) **Contractors will not need to send in a Line Item Budget** as this funding was added in the direct services budget category in the contract amendment.
- c) The funding breakdown will be included in the budget narrative as outlined below:

Example: Funds budgeted for one-time bonus payment for 10 classrooms for a total funding amount of \$38,600 (10 classrooms x ~\$3,860= \$38,600). Note: Funding for each classroom varies slightly by cents on the dollar due to rounding.

- d) Contract amendments will be sent to your agency in DocuSign for execution by **September 19, 2023**. Amendments must be signed on or before **September 30, 2023** to ensure funding is available before the deadline.

V. Payment Distribution

Contracting agencies will request GEER funds as part of the reimbursement process for **September services** and will be responsible for distributing funds to NC Pre-K providers.

The NC Pre-K Plan and NC Pre-K KIDS database systems will be modified to capture appropriate funding amounts for all eligible classrooms. NC Pre-K programs and contracting agencies will submit September attendance and reimbursement requests following **all usual processes**. NC Pre-K contracting agencies will be responsible for reviewing the monthly Summary of Attendance form and ensuring that all classroom payments are accurately reflected. Any questions about discrepancies in your payment amount should be directed to your NC Pre-K Program Policy Consultant.

IMPORTANT: If GEER funds for an eligible classroom are not requested on the September FSR, those funds may be retroactively requested by completing a revised September FSR. Contracting agencies **must** request all GEER funds **before November 15, 2023** or those funds will be forfeited. Contracting agencies who believe they will be unable to meet this deadline should reach out to their NC Pre-K Program Policy Consultant.

Who to Contact?

NC Pre-K Classroom Eligibility Criteria Payment Distribution Process (as it relates to NC Pre-K Plan or NC Pre-K KIDS)	NC Pre-K Program Policy Consultants	
	Frances Minton (<i>North East</i>) francis.minton@dhhs.nc.gov (919) 604-7626	Jennifer Griffith (<i>West</i>) jennifer.griffith@dhhs.nc.gov (919) 609-6921
	Jeanne Barnes (<i>South East</i>) jeanne.barnes@dhhs.nc.gov (919) 814-6357	Sharon Stukes (<i>Central</i>) sharon.stukes@dhhs.nc.gov (704) 594-0151
Payment Distribution Process (as it relates to FSR submission)	NC Pre-K Budget Staff dcdee_ncprekfsr@dhhs.nc.gov	
Contracts & Amendments	Candice Bailey, Contracts Manager candice.bailey@dhhs.nc.gov	