

##### Funding Opportunity

Applications Due: **Monday, April 12, 2021, by 5:00 p.m.**

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| --- |
| **Emergency Assistance to Non-public Schools Grant Program** |

**Program Questions:**

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**Application Process Questions:**

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**Emergency Assistance to Non-public Schools Grant**

**Applications Due: April 12, 2021**

# Introduction

The EANS grant program was included in the Governor’s Emergency Education Relief (GEER) II Fund under the recently passed Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act. Per statute, state education agencies will administer the EANS program and are required to prioritize services or assistance to nonpublic schools that enroll low-income students and are most impacted by the COVID-19 pandemic. Under this program, nonpublic schools can apply for these funds for “secular, neutral, and non-ideological” services and assistance that are in response to, in preparation for and or to prevent the spread of COVID-19, including sanitization, personal protective equipment, COVID testing, educational technology, and connectivity.

**Available Funds**

Section 312(b) of the CRRSA Act requires the U.S. Department of Education (USDE) to allocate 60 percent of funds reserved for the GEER II Fund to each State based on the State’s relative population of individuals aged 5 through 24 and 40 percent based on each State’s relative number of children counted under section 1124(c) of the Elementary and Secondary Education Act of 1965 (i.e., children counted for the purposes of making Title I, Part A formula grants to local educational agencies, or the Title I, Part A formula count).

Section 312(d) of the CRRSA Act requires the USDE to allocate funds reserved for EANS grants based on each State’s relative number of children aged 5 through 17 at or below 185 percent of poverty who are enrolled in non-public schools in the State. The USDE used school enrollment and poverty data from the American Community Survey (ACS) 5-Year (2014-2018) Public Use Microdata Sample (PUMS) to determine the relative shares of such children in each State. The State’s allocation is awarded to the State Education Agency (SEA) to make grants available to the non-public schools within that state.

In accordance with CRRSA, the Colorado Department of Education (CDE) received an allocation to be awarded to eligible and participating non-public schools. This application is how eligible non-public schools apply to participate in this grant.

**Amount available for distribution:** $28,433,931

**Period of Availability: 03/13/20 - 09/30/22, plus 12 months tydings period**

**Eligibility**

Funds are available to non-public schools that meet the following definitions below:

* K-12 Non-profit non-public school. Stand alone Pre-K schools are not eligible to apply for funding.
* School that is accredited, licensed, or otherwise approved to operate in accordance with State law.
* School that existed and operated prior to March 13, 2020.
* Consortium of eligible non-public schools - An organization that represents a group of non-public schools and has governing authority over the schools listed in the application.
* Non-governing Consortium of eligible non-public schools - an organization that is aggregating support for a group of non-public schools.
* The school requesting services or assistance did not and will not apply for and receive a loan under the Small Business Administration’s Paycheck Protection Program (PPP) (15 U.S.C. 636(a)(37)) that is made on or after December 27, 2020.

NOTE: If a non-public school applies for a PPP loan on or after December 27, 2020, but does not receive funds under the PPP, the school may apply for services or assistance under the EANS program, as long as the non-public school meets the requirements and deadlines of this application. If a non-public school applied for or received a PPP loan prior to December 27, 2020, it remains eligible for the EANS program. Similarly, if a non-public school applies for but does not receive services or assistance through EANS, nothing in the Education Stabilization Fund would preclude that non-public school from applying for and receiving a PPP loan on or after December 27, 2020.

# Non-Governing Consortia Applicants

Applications will be accepted from non-profit organizations that aggregate support for a group of non-public schools but do not have governing authority over the schools it represents. A non-public school within that consortium must be named as the applicant/fiscal agent, and the consortium lead must collect the Consortia Sign-Over agreement from each participating school to work on behalf of the schools included in the application.

The Consortia Sign-Over agreement must be submitted to [eansapplications@cde.state.co.us](mailto:eansapplications@cde.state.co.us) by April 12, 2021.

**Priority Considerations**

Priority for this funding opportunity will be given to applicants that:

* Serve a high percentage of students who are eligible for free and reduced lunch.

**Allowable Use of Funds**

A non-public school may apply to receive services or assistance from the SEA or its contractors to address educational impact from COVID-19 for:

* Supplies to sanitize, disinfect, and clean school facilities
* Personal Protective Equipment (PPE)
* Improving ventilation systems, including windows or portable air purification systems
* Training and professional development for staff on sanitization, the use of PPE, and minimizing the spread of infectious diseases
* Physical barriers to facilitate social distancing
* Other materials, supplies or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety
* Expanding capacity to administer coronavirus testing to effectively monitor and suppress the virus
* Educational technology
* Redeveloping instructional plans for remote or hybrid learning or to address learning loss
* Leasing sites or spaces to ensure social distancing
* Transportation costs
* Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss
* Reimbursement for the expenses of any services or assistance described above that a non-public school incurred on or after March 13, 2020, except for:
  + Improvements to ventilation systems (including windows), except for portable air purification systems, which may be reimbursed.
  + Staff training and professional development on sanitization, the use of PPE, and minimizing the spread of COVID-19.
  + Developing instructional plans, including curriculum development, for remote or hybrid learning or to address learning loss.
  + Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss.
  + Any expenses reimbursed through a loan guaranteed under the PPP (15 U.S.C. 636(a)) prior to December 27, 2020.

All costs included in the application must be allowable, reasonable, and allocable to the grant purpose (i.e., necessary in order for the non-public school to respond to, prepare for, or prevent the spread of COVID-19).

# EANS Fund Distribution

Based on the applications received, CDE will calculate a per pupil allocation to determine final award amounts for each school/applicant. For preliminary application and budget purposes, the range suggested for applicants to use is $500-700 per pupil as a base amount, plus an additional $500-700 per student who is from a low-income family as a supplemental amount (so the range per pupil not from a low-income family is $500-700, and the range per pupil from a low-income family is $1,000-1,400). CDE reserves the right to award above or below this range. The per pupil allocation will be capped at an amount not to exceed the other supplemental per pupil allocation ranges for the state from similar funding sources.

# Data Privacy

CDE takes seriously its obligation to protect the privacy of student and educator Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through the Emergency Assistance to Non-public Schools grant program. All program evaluation data will be collected in the aggregate and will be used, shared, and stored in compliance with CDE’s privacy and security policies and procedures.

**Note**: Documents submitted to CDE must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under n=16 for students or n=5 for educators.

# Review Process and Timeline

Applications will be reviewed by CDE staff to ensure they contain all required components. Applicants will be notified of awards no later than April 30, 2021.

# Submission Process and Deadline

Applications must be completed (including all elements outlined below) and submitted through the [**online application**](http://www.cde.state.co.us/eans-application) on the CDE Website by 5:00 p.m. on Monday, April 12, 2021**.** A preliminary electronic budget form must also be submitted and emailed to [eansapplications@cde.state.co.us](mailto:eansapplications@cde.state.co.us) by April 12, 2021.

Application resources and required documents to include in the submission are available on the [CDE website](http://www.cde.state.co.us/caresact/geer2-eans). Incomplete or late applications will not be considered. Applicants should receive an automated confirmation email from the online system upon submission. If you do not, please email [eansapplications@cde.state.co.us](mailto:eansapplications@cde.state.co.us).

# Required Elements

The EANS[**online application form**](http://www.cde.state.co.us/eans-application)includes the following elements, all of which must be completed:

Part I: Cover Page - Application Information and Signatures

Approval and Transmittal Form  
 Non-Governing Consortia Sign Over Agreement (if applicable)

Part II: Application Narrative

**Emergency Assistance to Non-public Schools Grant**

**Applications Due: April 12, 2021** Part I: Applicant Information

**\*\*Please provide the following within the Emergency Assistance to Non-public Schools Grant** [**online application**](http://www.cde.state.co.us/eans-application)**\*\***

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | **Type of Education Provider**  **Select the option that best describes your organization.** | | * K-12 Non-profit non-public school that is accredited, licensed, or otherwise approved to operate in accordance with State law and existed and operated prior to March 13, 2020. * Consortium of non-profit schools that are accredited, licensed, or otherwise approved to operate in accordance with State law and existed and operated prior to March 13, 2020. | |  | | | | | | | | | |
| **Education Provider Information** | | | | | | | | |
| **School Name:** *Enter the name of the non-public school that is applying.* | |  | | | | | **School Code:** |  |
| **Consortium Name:** *Enter the name of the consortium that is applying on behalf of the eligible non-public schools listed below.* | |  | | | | | **Consortium Code:** | To be completed by CDE |
| **Does the consortium have governing authority over the non-public schools listed below?** | |  | | | | |  | Yes/No |
| **Recipient Schools**  If representing a consortia of schools, indicate the intended recipient schools | | | | | | | | |
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| **Mailing Address** | |  | | | | | | |
| **Authorized Representative Information** (The individual authorized to submit the application to CDE on behalf of the organization. This individual will receive the award notifications and all communications regarding the application.) | | | | | | | | |
| **Name:** |  | | | | **Title:** |  | | |
| **Telephone:** |  | | | | **E-mail:** |  | | |
| **Program Contact Information**  (The individual that will receive communications regarding the application) | | | | | | | | |
| **Name:** |  | | | | **Title:** |  | | |
| **Telephone:** |  | | | | **E-mail:** |  | | |
| **Finance Department Contact** | | | | | | | | |
| **Name:** |  | | | | **Title:** |  | | |
| **Telephone:** |  | | | | **E-mail:** |  | | |
| **Funding Request** | | | | | | | | |
| **Type of Funding Requested (check all that apply):**  **Note: All costs must be allowable, reasonable, and necessary in response to, preparation for, or prevention of the spread of COVID-19.** | | | * Supplies to sanitize, disinfect, and clean school facilities * Personal Protective Equipment (PPE) * Improving ventilation systems, including windows or portable air purification systems * Training and professional development for staff on sanitization, the use of PPE, and minimizing the spread of infectious diseases * Physical barriers to facilitate social distancing * Other materials, supplies or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety * Expanding capacity to administer coronavirus testing to effectively monitor and suppress the virus * Educational technology * Redeveloping instructional plans for remote or hybrid learning or to address learning loss * Leasing sites or spaces to ensure social distancing * Transportation costs * Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss * Reimbursement for the expenses of any services or assistance described above that a non-public school incurred on or after March 13, 2020, except for:   + Improvements to ventilation systems (including windows), except for portable air purification systems, which may be reimbursed.   + Staff training and professional development on sanitization, the use of PPE, and minimizing the spread of COVID-19.   + Developing instructional plans, including curriculum development, for remote or hybrid learning or to address learning loss.   + Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss.   + Any expenses reimbursed through a loan guaranteed under the PPP (15 U.S.C. 636(a)) prior to December 27, 2020. | | | | | |
| **Amount of Funding Requested: (based on the funding ranges provided in the EANS Fund Distribution section)** | | | $ | | | | | |
| **Identify the funding option you intend to use (check all that apply)** | | | * REIMBURSEMENT - the grantee will submit proof of payment for materials or activities in the grantee's approved grant application. CDE will then reimburse the grantee for these expenses. Reimbursements may be claimed for any allowable, approved expenditures between March 13, 2020 and September 30, 2023. * CDE PROCUREMENT - CDE will procure the items or contracts in the grantee's approved grant application. Any activities and materials will be subject to state procurement rules as well as the timelines for obligation that are part of the federal statute. Please note that, in these instances, the department will make every effort to procure goods and services within the timelines specified in the grant, but must also follow state procurement protocols--which can be time-consuming.   NOTE: There are certain allowable activities under EANS that are not permitted to use the REIMBURSEMENT option. These are:   * Improvements to ventilation systems (including windows), except for portable air purification systems, which may be reimbursed. * Any expenses reimbursed through a loan guaranteed under the PPP (15 U.S.C. 636(a)) prior to December 27, 2020. * Staff training and professional development on sanitization, the use of PPE, and minimizing the spread of COVID-19. * Developing instructional plans, including curriculum development, for remote or hybrid learning or to address learning loss. * Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss. | | | | | |

# Part IB: Applicant Assurances Form

*Please provide the applicant information requested in the boxes below. After careful review of each of the requisite assurances listed below, the applicant’s authorized representative should place a check next to each assurance and sign and date the bottom of the document.*

The applicant, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby accepts the conditions of the Emergency Assistance to Non-public Schools Grant and agrees to the following assurances:

* The applicant will ensure that each program covered by this application will be administered in accordance with all applicable statutes, regulations, program plans, and requirements delineated in this application.
* The applicant will ensure that the grant funds will not be used for services or assistance already funded by the PPP loan or any other funding streams (federal funds cannot be used to pay for the same expense more than once; no double-dipping).
* The applicant acknowledges that control of funds for services and assistance provided to a non-public school under the EANS program and title to materials, equipment and property purchased with such funds, must remain under public control. Therefore, CDE will assume ownership and title to all materials, equipment and property purchased using EANS funds, materials, equipment and property reimbursed using EANS funds, in accordance with the Uniform Grants Guidance applicable for the use of federal funds.
* The State Educational Agency (i.e., Colorado Department of Education) must comply applicant will comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) requirements in Subpart D—Post Federal Award Requirements (2 CFR §§200.300-345) and Subpart E—Cost Principles (2 CFR§§200.400-475). As such, the SEA has the right to ask for any information / documentation to ensure compliance with UGG from awardees/applicants. The awardees/applicants assure to comply with requests.
* The applicant will comply with the provisions of all applicable acts, regulations and assurances; the following provisions of Education Department General Administrative Regulations (EDGAR) 34 CFR parts 76, 77, 81, 82, 84, 97, 98, and 99; the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485; and the Uniform Guidance in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474.
* IF ANY FINDINGS OF MISUSE OF FUNDS ARE DISCOVERED, PROJECT FUNDS MUST BE RETURNED TO THE COLORADO DEPARTMENT OF EDUCATION. The Colorado Department of Education may terminate a grant award upon thirty (30) days’ notice if it is deemed by CDE that the recipient is not fulfilling the requirements of the funded program as specified in the approved grant award letter.
* These funds are subject to monitoring for allowable uses of funds, internal controls, etc. The awardee and fiscal agent will ensure to document and maintain expenditure support related to each expenditure reimbursement requested. This includes receipts, documented authorizations of purchases, documented decision items for vendors or funding recipients.
* The applicant acknowledges that all services or assistance provided with these funds must be secular, neutral and non-ideological.
* The applicant will cooperate with any examination of records with respect to such funds by making records available for inspection, production, and examination, and authorized individuals available for interview and examination, upon the request of (i) the Colorado Department of Education, the State, or any auditors on its behalf; or (ii) any other state agency, commission, or department in the lawful exercise of its jurisdiction and authority.
* The applicant will ensure that GEER funds will be used for purposes that are reasonable, necessary, and allocable under the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act.
* The applicant acknowledges that the data sources used to determine the number of poverty students listed in this application will be kept on file and provided to CDE during the time period when the program is monitored.

Project modifications and changes in the approved budget must be requested in writing and be approved in writing by the CDE before modifications are made to the expenditures. Please contact Robert Hawkins ([hawkins\_r@cde.state.co.us](mailto:hawkins_r@cde.state.co.us)) and DeLilah Collins ([Collins\_D@cde.state.co.us](mailto:Collins_D@cde.state.co.us)) for any modifications.

**Note:** If a grant application is approved, funding will not be awarded until all signatures are in place. Please attempt to obtain all signatures before submitting the application.

**Part IC: Certification, Approval and Transmittal Form**

On \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2021, the Board/Chief Executive Officer/Head of School or designee, of \_\_\_\_\_\_\_\_\_\_\_\_\_, reviewed the contents of the FY 2021-2022 Emergency Assistance to Non-public Schools Grant Program and has indicated their approval for submission to the Colorado Department of Education (CDE) through their signatures below.

In consideration of the receipt of these grant funds, the applicant agrees to comply with all assurances and provisions included in the Emergency Assistance to Non-public Schools Grant of the application.

The Board/Chief Executive Officer/Head of School or designee also certifies that the applicant will meet all program and pertinent administrative requirements, including the Education Department General Administrative Regulations (EDGAR), 2 CFR Part 200 (Uniform Grants Guidance) Accounting Circulars, and the U.S. Department of Education’s General Education Provisions Act (GEPA) requirements. In addition, the Board/Chief Executive Officer/Head of School or designee certifies that:

1. The non-public school(s) or consortia is in compliance with the requirements of the federal Children's Internet Protection Act.
2. No policy of the non-public school(s) or consortia prevents, or otherwise denies, participation in constitutionally protected prayer in public elementary and secondary schools.
3. I have the authority on behalf of this agency to request an electronic fund transfer (EFT) from the State of Colorado – Colorado Department of Education (State of Colorado) from the allocation created in Governor’s Emergency Education Relief (GEER) II Fund, Public Law 116-260, the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act.
4. I understand that the State of Colorado will rely on this certification as a material representation in making a transfer to this agency.
5. The proposed uses of the funds provided as a transfer will be used only to cover those costs that:
6. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
7. Were not accounted for in a PPP Loan (if applicable) awarded prior to December 27, 2020; and
8. Were incurred during the period that begins on March 13, 2020 and ends on September 30, 2023.
9. Any entity receiving funds pursuant to this certification shall retain documentation on all uses of the funds, including invoices, sales receipts, time and effort reporting, and any other documentation identified in the Addenda. Such documentation shall be produced to the State of Colorado upon request.

Further, the Board/Chief Executive Officer/Head of School or designee certifies to the best of its knowledge and belief that the request is based on true, complete, and accurate information. The Board/Chief Executive Officer/Head of School or designee further certifies that the expenditures and disbursements made with these funds are for the purposes and objectives set forth in the applicable Federal award or program participation agreement, and that the organization on behalf of which this submission is being made is and will remain in compliance with the terms and conditions of that award or program participation agreement. Any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me, and the organization on behalf of which this submission is being made, to criminal, civil, or administrative penalties for fraud, false statements, false claims, or other violations. (U.S. Code Title 18, Section 1001; Title 20, Section 1097; and Title 31, Sections 3729-3730 and 3801-3812).

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| Signature of Board/Chief Executive Officer/Head of School or designee |  | Name of Board/Chief Executive Officer/Head of School or designee |

**Part II: Application Narrative**

**\*\*Please provide the following within the Emergency Assistance to Non-public Schools Grant** [**online application**](http://www.cde.state.co.us/eans-application)**\*\***

Section 312(d)(3)(C) requires an SEA to prioritize services or assistance to non-public schools that enroll low-income students and are most impacted by COVID-19. Accordingly, the State requests that the school indicate the data source used to identify low-income students. Applicants will not be required to submit the data sources used to determine the number of poverty students listed in this application. This information must be kept on file and provided to CDE during the time period when the program is monitored.

**[For individual school applications only]**

**1.** **Enrollment and Low-Income Data**

**Complete the table below.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Student Enrollment (K-12)** | **Number or estimated number of K-12 students from low-income families enrolled in the school in the 2019-2020 school year** | **Percentage or estimated percentage of total students in the school who are students from low-income families** | **Data source\*\* used to identify the low-income families enrolled in the school in the 2019-2020 school year:** |
|  |  |  | * Free or reduced-price lunch data, * Scholarship or financial assistance data, * E-Rate data, or * American Community Survey (ACS) data * U.S. Census Bureau Small Area Income and Poverty Estimates (SAIPE) program data * Proportionality Data\* * Other relevant data, such as data that the non-public school has provided to the State for purposes of State or local programs. |

\* Proportionality data is based on the number of students that are eligible to be counted in the Title I equitable services calculation. More information regarding this calculation can be found in the [Title I ESEA Providing Equitable Services to Eligible Private School Children, Teachers and Families updated non-regulatory guidance](https://www2.ed.gov/about/inits/ed/non-public-education/files/equitable-services-guidance-100419.pdf) question (B-4).

\*\*All supporting documentation must be kept on file and provided when requested.

**2.** **Paycheck Protection Program (PPP)**

A. Did the school receive a loan guaranteed under the PPP *before* December 27, 2020?

☐ Yes

☐ No

B. If the answer to 2.A is yes, please respond to the following:

What was the total amount of the PPP loan? $\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check how the PPP loan was used. (check all PPP loan allowable uses that apply)

☐ Payroll - salary, wage, vacation, parental, family, medical, or sick leave, health benefits

☐ Mortgage interest—as long as the mortgage was signed before February 15, 2020

☐ Rent - as long as the lease agreement was in effect before February 15, 2020

☐ Utilities - as long as service began before February 15, 2020 (Electricity, Water bill, Gas, Sewage, Telephone (cell phone and landline), Internet bill, Transportation costs

☐ Operations expenditures—any software, cloud computing, or other human resources and accounting needs

☐ Supplier costs—any purchase order or order of goods made prior to receiving a PPP loan essential to operations

☐ Mortgage Interest - as long as the mortgage was signed before February 15, 2020

☐ Worker protection expenditures—any personal protection equipment or property improvements to remain COVID compliant from March 1, 2020 onwards

**3. Equitable Services Under the CARES Act**

Did the school receive equitable services from an LEA under the CARES Act (specifically ESSER)?

☐ Yes

☐ No

List the name of the school district that provided equitable services through ESSER funding to the non-public schools listed in this application.

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**4. Impact of COVID-19**

Check if the school(s) have been impacted by COVID-19 in any of the following ways (Check all that apply)

* Loss of tuition revenue;
* Decrease in enrollment;
* Increase in enrollment;
* Lack of capacity to provide remote learning due to insufficient technological support;
* Learning loss attributed to the education disruptions caused by COVID-19
* Other

Provide a narrative description of the impact:

|  |
| --- |
|  |

**[For consortia only]**

Consortia: There are additional narrative questions that must be completed for each school that you are representing. Please complete the [EANS Consortia Enrollment and Low-Income Data](http://www.cde.state.co.us/caresact/geer2-eans) sheet and submit to [eansapplications@cde.state.co.us](mailto:eansapplications@cde.state.co.us) by April 12, 2021.

**Part III: Expenditure Request**

**Note**: A [preliminary electronic budget](http://www.cde.state.co.us/caresact/geer2-eans) form must be submitted and emailed to [eansapplications@cde.state.co.us](mailto:eansapplications@cde.state.co.us) by April 12, 2021. Applicants approved for funding will be asked to work with CDE to finalize the budget/expenditure requests prior to reimbursements or procurement of goods and services.