



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



To: Superintendents of Schools
School Business Officials

From: Kathy Demsey
Chief Financial Officer

Date: August 31, 2023

Subject: Request for Extension of Federal COVID Relief Funds Liquidation Period

In follow up to the August 16, 2023, webinar, districts are now being asked to inform the Department if you wish to request an extension of the liquidation period for a portion of your Coronavirus Response and Relief Supplemental Appropriation (CRRSA) Act, Elementary and Secondary School Emergency Relief (ESSER II) funds. This request for extension is only necessary if you will not be able to fully liquidate your ESSER II funds by January 29, 2024.

The U.S. Department of Education has the authority to approve liquidation extension requests for up to 18 months beyond the end of the obligation period to liquidate funds or 14 months beyond the automatic 120-day liquidation period. This means funds could continue to be liquidated until March 31, 2025.

States may request in writing an extension of the liquidation period on behalf of itself and its sub-recipients. I am requesting that all districts complete and return the attached form whether or not you are seeking an extension. For those that are requesting an extension, you will receive a copy of the template and an invitation to a training webinar.

Please complete and return the form below to kathy.demsey@ct.gov by close of business September 15, 2023. **For tracking purposes, please email the form with a subject line noting: (District Name) ESSER II Liquidation.**

Thank you.

ESSER II – Liquidation Extension Response Form

District: _____

Superintendent Signature: _____

Date: _____

Please indicate below whether or not you wish to seek an extension of the liquidation period for your district’s Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA), Elementary and Secondary School Emergency Relief Funds (ESSER II).

Please return a scanned version of the document to kathy.demsey@ct.gov no later than close of business September 15, 2023. **For tracking purposes, please email the form with a subject line noting: (District Name) ESSER II Liquidation.**

<p>____ Yes, I wish to request an extension of the liquidation period of the federal CRRSA-ESSER II relief funds for my district.</p> <p>____ No, I do not wish to request an extension of the liquidation period of the federal CRRSA-ESSER II relief funds for my district.</p>
