



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

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**To:** Religious and Independent School Administrators

**From:** David Frank, Assistant Commissioner, Office of Education Policy

**Date:** April 25, 2024

**Office of Religious and Independent School Services (ORISS)**  
**Nonpublic School Safety Equipment (NPSE) Grant, Y10**

**Purpose:** The NPSE grant provides religious and independent schools with reimbursement for expenditures related to certain school safety and health expenses.

**Eligibility:** Eligibility has been pre-determined based on NYSED data. By chapter 54, section 1, of the laws of 2022, the criteria used for pre-determination include:

1. Currently open schools.
2. Religious and independent schools (non-profit or not-for-profit schools only).
3. 853 and 4201 schools (meeting all other criteria).
4. Possession of (or will obtain) a valid Office of the State Comptroller (OSC) Vendor ID.
5. The New York State Education Department (NYSED) issued Basic Education Data System (BEDS) code.
6. BEDS enrollment data for the 2022-2023 school year for grades pre-kindergarten and higher (standalone pre-kindergarten enrollments are ineligible).

**Expenses:** Starting in year 10, ORISS developed qualifying/nonqualifying expense lists. To access these lists, please visit the NPSE website. If a school needs assistance in determining eligibility of an expense, please contact [NPSE-ORISS@nysed.gov](mailto:NPSE-ORISS@nysed.gov).

**Pooling:** Pooling of funds is when related agencies have collaborative items/services and wish to combine their allocations into one claim application. Pooling is optional and not commonly utilized. The NPSE Y10 Guidance and the Application Instruction documents include pooling eligibility and directions.

**Application:** Guidance, application and other related information are available at:

<https://www.nysed.gov/nonpublic-schools/nonpublic-school-safety-equipment-npse-grant-0>

**Deadline:** The submission deadline for the Year 10 NPSE Grant is June 27, 2024.

**Contact:** For all questions regarding the NPSE Grant, please contact:  
[NPSE-ORISS@nysed.gov](mailto:NPSE-ORISS@nysed.gov)

Phone:(518) 474-3936

### **Allocation Calculations**

The annual allocation amounts are determined on a per pupil basis using the BEDS data collection for pre-kindergarten through grade 12 enrollments.

### **Per-Pupil Rate**

The per-pupil rate is calculated by dividing the total eligible New York state enrollments for religious and independent schools (pre-kindergarten through Grade 12) into the appropriation amount.

### **Y10 Allocation (Current Year)**

The per-pupil rate is then multiplied by the school's BEDS reported enrollment for the corresponding school year to arrive at a school's current year allocation.

### **Rollover Allocation**

Allocation amounts from Years 1-9 not claimed by a school are Rollover Allocations. Unused allocations are tracked and available for use in future grant years.

### **Allocation Balance**

Combining Year 10 Allocation (Current Year) with Rollover Allocations results in a school's Allocation Balance. This is the maximum amount of reimbursement amount the school can receive for the Y10 cycle.

### **Approved, Unreimbursed Expenses (AUE)**

Schools may encounter annual eligible expenses that exceed their Current Year Allocation. For these scenarios, however, a school may acquire an AUE for reimbursement of expenses up to their Current Year Allocation.

AUE's are particularly useful in a claim year where a school's expenses do not meet their Current Year Allocation. Rather than submit a new claim, a school can opt to claim their AUE funds (**without** having to submit any new expense documentation.)

*Note: a school's AUE does not represent the state's liability to the school should the school cease to exist.*

### **Claim Options**

#### **Claim Option 1: Previously Approved, Unreimbursed Expenditures (AUE)**

- For Year 10, the school wishes to only claim the (previously) approved, unreimbursed expenditures.
- Approved, unreimbursed expenditures do not require additional information.
- Schools whose approved, unreimbursed expenditures are greater than or equal to the total available funds may complete an abbreviated application. AUE only applicants must complete: Groundwork & Sections 1 & 2 of the application.

### **Claim Option 2: NEW Claim for Expenditures**

- A school wishes to submit a NEW claim (expenditures must meet the eligibility requirements).
- Supporting documents, including proof of purchase and proof of payment, are required.
- Schools who wish to file a NEW claim must complete: Groundwork & Sections 1-5 of the application.
- Please note that schools who proceed with Claim Option 2 AND carry an AUE, will be reimbursed in the following order: 1) the current AUE balance and 2) the Y10 allocation.