


## MEMORANDUM

TO: Superintendents, Career Technical Education Center Directors  
FROM: Daniel M. French, Ed.D., Secretary of Education   
SUBJECT: Governor's Emergency Education Relief Fund (GEER I) FY 2021 Annual Performance Report  
DATE: May 5, 2022

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By this memo you are notified that the Governor's Emergency Education Relief (GEER) Fund Fiscal Year 2021 Annual Performance Report (APR) for Vermont recipients of GEER I funds is now available in the [Grant Management System](#) (GMS). In Vermont, GEER I funds were made available to Career Technical Education (CTE) Centers (LEA or the Regional Technical Center School District).

These reporting requirements are part of the Coronavirus Aid, Relief and Economic Security (CARES) Act of 2020. The reporting window in GMS is May 5, 2022, to May 31, 2022. It is essential that all CTE Centers submit their APR by the deadline to ensure that the Agency of Education (AOE) can meet the federal deadline for reporting. The Annual Performance Report to the U.S. Department of Education supports transparency around the use of federal funds that have been critical to the COVID-19 response.

### Reporting Requirements

In March 2022, the U.S. Department of Education released its [final data collection form](#) for all recipients of GEER funds (GEER I and II). The AOE has developed a simplified data collection tool in the GMS for state fiscal year 2021 (FY 21). Most of the required data elements (fiscal, program and personnel) are new and not currently captured through existing AOE collections.

To lessen the burden on CTE Centers, the AOE has pulled the required expenditure data on behalf of GEER I recipients for FY 21. Data response types that CTE Centers will be asked to submit include a combination of Yes/No and open-ended responses (as applicable).

### Next Steps

To support this data collection, the AOE has created a [summary of the GMS report](#) and an [accounting guide](#) that can be used to cross reference the survey questions regarding the use of GEER funds with accounting codes. In addition, the AOE reporting team will host weekly office hours throughout the reporting period. Invitations to these office hours will be sent via email and the first is scheduled for May 6, 2022, from 11:30 a.m. - 12:30 p.m.

To ensure a timely response, all questions regarding the Annual Performance Report should be directed to [Zhana Garcia](#).