



**#302-21**

**Commonwealth of Virginia  
Virginia Department of Education  
Superintendent's Memo #302-21**

DATE: October 29, 2021  
TO: Division Superintendents  
FROM: James F. Lane, Ed.D., Superintendent of Public Instruction  
SUBJECT: **ARP Act ESSER Local Plans for the Safe Return to In-Person Instruction and Continuity of Services - Six Month Review Requirement**

Per [Section 2001\(i\) of the American Rescue Plan \(ARP\) Act](#) and the [Interim Final Rule on ARP Act Elementary and Secondary School Emergency Relief \(ESSER\) funds](#), school divisions must periodically review and update as necessary local plans for the Safe Return to In-Person Instruction and Continuity of Services as a requirement of receiving ARP Act ESSER formula funds. During the plan review process, school divisions must seek public comment on their local plans and must take such comment into account when considering plan revisions. The review process must occur at least every six months through **September 30, 2023**.

School division federal pandemic relief programs coordinators previously received technical assistance on the requirement above including a compliant plan template to assist them in plan development. The date by which school divisions were required to post local plans on their websites was June 1, 2021; the first six month review should be completed by December 1, 2021. The Office of Federal Pandemic Relief Programs will continue to monitor compliance with this requirement.

## For more information

Questions about ARP Act ESSER local plans for the Safe Return to In-Person Instruction and Continuity of Services should be directed to [ydoefederalrelief@doe.virginia.gov](mailto:ydoefederalrelief@doe.virginia.gov).

JFL/LS