

**SUMMIT EDUCATIONAL SERVICE CENTER  
EMERGENCY ASSISTANCE TO NONPUBLIC SCHOOLS (EANS)**

**AUTHORIZATION OF PAYMENT**

School Name: \_\_\_\_\_ School IRN: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

I hereby certify that the expenditures for which I am authorizing payment, meet the allowable uses as specified in the EANS grant guidance.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Allowable EANS Services and Assistance (EANS Categories):**

1. Supplies to sanitize, disinfect, and clean school facilities
2. Personal Protective Equipment (PPE)
3. Improving ventilation systems, including windows or portable air purification systems
4. Training and professional development for staff on sanitization, the use of PPE, and minimizing the spread of infectious diseases
5. Physical barriers to facilitate social distancing
6. Other materials, supplies or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety
7. Expanding capacity to administer coronavirus testing to effectively monitor and suppress the virus
8. Educational technology
9. Developing instructional plans, including curriculum development, for remote or hybrid learning or to address learning loss
10. Leasing sites or spaces to ensure social distancing
11. Reasonable transportation costs
12. Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss

EANS Category #	Brief Description of EANS Eligibility	Amount

*See additional instructions on next page*

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**AUTHORIZATION OF PAYMENT**

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**ADDITIONAL INSTRUCTIONS:**

The school must submit An Authorization of Payment Form, Receipt of Goods/Services Form, and Invoice with each request.

Request for reimbursement and supporting documentation must be submitted to Tara Glenny, Administrative Services Director's Secretary at [TaraG@SummitESC.org](mailto:TaraG@SummitESC.org)

Upon receipt, the Summit ESC will remit the expenditure to the Ohio Department of Education (ODE) for reimbursement. As indicated by ODE, the approval process for EANS reimbursements will take between 10 to 30 days. Upon reimbursement of funds from ODE, the Summit ESC will prepare reimbursement to your school.

If you have questions or need assistance with this process, please contact Tara Glenny at [TaraG@SummitESC.org](mailto:TaraG@SummitESC.org).

RESOURCES: <https://www.summitesc.org/EANS.aspx>