



SURRY COUNTY SCHOOLS

Lighting Pathways to Global Success

To Whom It May Concern

From: LuAnne Llewellyn, Director of Federal Programs

Re: Repurposing Federal Equipment & Supplies to Combat COVID-19

Date: August, 2020

Guiding Document: [Fact Sheet for Repurposing Federal Equipment & Supplies to Combat COVID-19, April 29, 2020. USED](#)

Question: May U.S. Department of Education (Department) grantees and subgrantees repurpose, for temporary use to combat the impact of COVID-19 on the learning environment, equipment and supplies purchased with Federal funds that are not currently needed to carry out a Department grant program?

For temporary use, grantees and subgrantees may repurpose federally purchased equipment and supplies that are not currently in use to carry out a Department grant program to meet the general education needs of students, including students with disabilities and English learners, and the instructional needs of teachers, related services providers, and other educational personnel during the national emergency caused by COVID-19. This authority is temporary during the national emergency caused by the COVID-19 pandemic. When the national emergency ends, schools reopen, and students once again begin attending schools in person, the equipment and supplies that are not consumed must be returned for use in the Department grant programs for which they were purchased. [SCS considers this to be in Plan A.]

To take advantage of this flexibility, grantees and subgrantees must clearly mark the equipment and supplies being repurposed with pertinent identifying information. In addition, grantees and subgrantees must maintain an inventory of the equipment and supplies being repurposed to facilitate proper return, including the following:

- (1) a description and itemization of the type of equipment or supplies being temporarily repurposed.
- (2) the source (Federal program(s) funds involved) from which the temporarily repurposed equipment or supplies were purchased and the amount of Federal funds used for the purchase.
- (3) where the equipment or supplies are assigned for use during the duration of the COVID19 national emergency.
- (4) the date on which the equipment or non-consumed supplies are returned for Federal program purposes.

Grantees and subgrantees **must maintain these records for a minimum of three years and until the resolution of any audit, monitoring, or oversight that is being conducted relative to the repurposed equipment or supplies**, as required by 2 C.F.R. §§ 200.302 (financial management) and 200.333 (retention requirements for records).

Office of Federal Programs

209 North Crutchfield Street / Post Office Box 364 / Dobson, North Carolina 27017 / 336.386.8211 / 336.386.4279 fax