

## Texas Education Agency

### APPLICATION FOR DISASTER AID ASSISTANCE

Texas Education Code (TEC), §41.0931, Texas Administrative Code (TAC) §61.1014

Applies to a school district located in an area declared a disaster area by the governor under Chapter 418, Government Code, and that incurs disaster remediation costs as a result of the disaster. During the two-year period following the date of the governor's initial proclamation or executive order declaring a state of disaster, an eligible district may submit an application for disaster aid assistance in remediation of costs paid by the district. The disaster must have occurred within the current biennium. Any relief payment made by TEA will be offset by any payments received or expected to be received by the district from federal, other state, or other sources for those costs.

#### General Guidance

##### Eligibility:

1. Must be a school district all or of which is located in an area declared a disaster by the governor.
2. Must have incurred and paid disaster remediation costs during the two-year period following the date of the governor's initial proclamation or executive order declaring a state of disaster that the district does not anticipate recovering through insurance proceeds, federal disaster relief payments, or another similar source for reimbursement.
3. The disaster must have occurred with the current biennium.
4. The district purchases attendance credits under TEC, §41.091. Districts that offset recapture costs against its Chapter 42 funds are not eligible.

##### Definitions:

**Disaster Remediation Costs** are costs incurred by a school district for replacing facilities, equipment, and supplies needed to provide instruction as a location where students eligible for FSP funding regularly attend classes.

**Paid Disaster Remediation Costs** are costs that are paid or remitted resulting in an outflow of cash in exchange for goods or services evidenced by an invoice, receipt, voucher, or other such document, and in accordance with standards found in the Financial Accountability System Resource Guide adopted by reference in §109.41 of this title (relating to Financial Accountability System Resource Guide) and TEC, §42.2524(b), (e), and (h), that the school district does not anticipate recovering through insurance proceeds, federal disaster relief payment, or another similar source of reimbursement in accordance with TEC, §41.0931(b), and that were paid during the two-year period following the governor's initial proclamation or executive order declaring a state of disaster.

##### Reporting Requirement

Annually the school district board and superintendent shall provide a certified report on a form prescribed by the TEA until all insurance proceeds, federal disaster relief, or other similar sources of reimbursements related to the disaster are finalized. On the report, the school district shall identify any insurance proceeds, federal disaster relief payments, or other similar sources of reimbursement that the school district received for which the school district previously received a credit against student attendance credits under TEC, §41.093, and this program. The school district is required to refund the Foundation School Program the full amount for any payment received.

##### Finalization of Award

When the school district determines that all insurance proceeds, federal disaster relief payments, or other similar sources of reimbursement that the school district anticipates receiving are finalized and there are no pending claims, the school district board and superintendent shall certify to the TEA in writing that the annual report is no longer necessary and disaster reporting is finalized.

CDN

District

Address

City/  
County

Contact

Email

**Complete and Submit Spreadsheet Provided with Supporting Documentation****Cost Associated with Disaster Relief Application**

Costs that are paid or remitted resulting in an outflow of cash in exchange for goods or services evidenced by an **invoice, receipt, voucher, or other such document**, and in accordance with standards in the Financial Accountability System Resource Guide adopted by reference in §109.41 of this title (relating to Financial Accountability System Resource Guide) and TEC, §42.2524(b), (e), and (h), that the school district does not anticipate recovering through insurance proceeds, federal disaster relief payment, or another similar source of reimbursement in accordance with TEC, §41.0931(b), and that were paid during the two-year period following the governor's initial proclamation or executive order declaring a state of disaster.

**Disaster Remediation Costs Computation**

The total amount of the credit cannot exceed the total amount required to be paid by the school district for attendance credits under TEC, §41.093, during the two-year period following the date of the governor's initial proclamation or executive order declaring a disaster. This credit limit will be recalculated each May of the two school years for which the credit can apply. No changes to the size of the credit will be made for that school year after that time. The amount of credits to be paid by the school district under TEC, §41.093, will be reduced by the amount of any disaster remediation costs that the school district paid during the two-year period following the governor's initial declaration of a disaster or executive order. Prior to providing a credit, TEA may request additional documentation.

**Certification**

I acknowledge that all paid disaster remediation costs for which the school district is seeking reimbursement qualifies as paid disaster remediation costs and that the school district does not anticipate recovering these payments through insurance proceeds, federal disaster relief payments, or another similar source of reimbursement, and will continue to make efforts to seek reimbursement as allowable or appropriate. I also acknowledge that the school district shall maintain all documents supporting the information supplied in this application for the purpose of any future inquiries or audits, and that the school district is subject to an audit by the TEA until two years after the school district certifies to the TEA in writing that the disaster is finalized and closed.

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Signature of President, Board of Trustee

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Date

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Signature of Secretary, Board of Trustee

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Date

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Signature of Superintendent

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Date

Remit by email to [sfinance@tea.texas.gov](mailto:sfinance@tea.texas.gov)

Submit a separate application, spreadsheet, invoices, receipts, vouchers, or other such documents for each disaster