

Instructions for Tele-Education Virtual/Distance Learning Needs Intake Form

General

Though the CARES Act, the Tribe can support Educational needs not provided by your child's school district for Tribal Members and Lineal Descendants. Resources covered are for Educational needs directly due to the COVID-19 Pandemic, and tele-education, virtual learning. These funds cannot be used for replacement of existing hardware or services but for the first time need because of the distance learning requirement caused by the COVID-19 Pandemic.

Qualifying Technology

The following Virtual Learning Tele-Educational assistance can be provided ONLY if your child's school does NOT provide these resources to your household. These include computers, modem/routers, insurance, printers (1 per household), connectivity (Wi-Fi) through an internet provider or hotspot, and software required for school classes.

Documentation

Documentation from each student's school MUST be provided and is required by the CARES Act for the student to receive any of these resources. Documentation can be from the school's website or from an email from the school and MUST be submitted with the Intake Form. Documentation MUST state that the school is NOT providing computers, printers, Wi-Fi connection, and software required for virtual classes. You will need to include this documentation with your completed Intake form.

Ordering and Tracking

Once we have received your completed Intake form with selected needed equipment with all school documentation, an order will be made by Tribal Government Finance Department for the equipment. The order will be shipped to the physical address you provided on the Intake form. We will email you all the tracking information so that you can be apprised of the delivery date. The email will be sent to the one you provide on the Intake form. Please ensure all contact information you provide is correct.

Connectivity Requirements

For approved connectivity services (Wi-Fi) through an internet provider or a hotspot, Tribal Members and Lineal Descendants will contract for the services and provide the monthly billing and payment confirmation to the Education Department for reimbursement. You will need to provide all documentation and proof that the school did NOT make available these connectivity services for schooling.

Reimbursements for Previous Purchases

In some cases, Tribal Members and Lineal Descendants may have purchased equipment or connectivity services that qualify for CARES Act funding; therefore, reimbursement will be

provided for qualifying and approved purchases which would have been made from March 1, 2020 and later. You will need to provide proof that your school was NOT providing this equipment or internet connectivity (Wi-Fi) for distance learning to the household. These purchases will need to be justified on the Education Intake Form. All receipts\proof of payment should be included with your Intake form and documentation and this information must be provided to the Education Department to qualify for a reimbursement under the Cares Act.

Additional Education Department Services

You should take advantage of all the services that the Education Department can provide to students regardless of location. If you mark the box on the Intake form that indicates you would like to receive services and information from the Education Department, a registration packet SPED Virtual Services will be emailed to your provided email address.

Point of Contact

All Intake Forms, documentation, and receipts should be forwarded to Janel Bolanos at JBolanos@sanpasqualtribe.org.

Please call Janel Bolanos if you need additional instruction or information, 760-751-1474.