

# GSRP, Head Start, Adult Education and Young Adult Special Education Teacher COVID-19 Grant Program: Teacher Certification Form 5741

Issued under authority of Public Act 257 of 2020.

This form is to be used by classroom teachers to certify eligibility for the GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grant Program. Pursuant to Public Act 257 of 2020, legislation was passed that appropriated funding under the MI Classroom Heroes umbrella made available for eligible GSRP, Head Start, special education for individuals age 18-26, and adult education classroom teachers employed by or assigned to regularly and continuously work under contract in a public school operated by the district or in a nonprofit nonpublic school subject to the eligibility requirements. Read the attached instructions before completing the application. Certifications must be submitted to the School District or Nonprofit Nonpublic School no later than April 9, 2021. This form is not to be sent to the Department of Treasury. Pay particular attention to accurately include the residency address and social security number.

Teachers and school support staff that received full payments for the Teacher COVID-19 Grant Program and the School Support COVID-19 Grant Program are ineligible for the GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grant Program.

PART 1: BACKGROUND INFORMATION				
District or Nonprofit Nonpublic Name (Local School District, Intermediate School District, Nonprofit Nonpublic, Grantee, etc.)				
Requestor's First Name		Requestor's Last Name		Requestor's Social Security Number _____
Requestor's Mailing Address			City	State _____
ZIP Code _____				
Requestor's E-mail Address				
PART 2: CLASSROOM TEACHER TYPE (See instructions for Eligibility Status)				
Check which eligible classroom teacher position you qualify under for the GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grant Program.				
<input type="checkbox"/> GSRP (Lead Teachers, Associate Teachers)				
<input type="checkbox"/> Head Start (Early Head Start Center Based Teacher, Head Start Center Based Teacher, Head Start Assistant Teacher)				
<input type="checkbox"/> Young Adult (individuals ages 18-26) Special Education (Instructional Personnel Only)				
<input type="checkbox"/> Adult Education Teacher (Local Teachers)				
See <a href="http://www.michigan.gov/MIClassroomHeroes">www.michigan.gov/MIClassroomHeroes</a> for more information on eligibility requirements.				
PART 3a: AFFIRMATION OF GRANT ELIGIBILITY REQUIREMENTS - (Check all boxes to confirm eligibility.)				
<input type="checkbox"/> Prior to the issuance of Executive Order 2020-35 on April 2, 2020, I performed at least 75% of my standard instructional workload in a brick and mortar classroom at a district or nonprofit nonpublic school				
<input type="checkbox"/> After issuance of Executive Order 2020-35 on April 2, 2020, I developed tools and methods to deliver distance learning, take-home packets, or other methods described in the district or nonprofit nonpublic school's continuity of learning plan				
<input type="checkbox"/> I worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to ensuring students could effectively participate in the school's continuity of learning plan				
PART 3b: CLASSROOM TEACHER ELIGIBILITY (See instructions for Eligibility Status)				
Are you an eligible "Classroom Teacher" applying for GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grant Program?				
<input type="checkbox"/> Yes <input type="checkbox"/> No    If you checked "No," visit <a href="http://www.michigan.gov/MIClassroomHeroes">www.michigan.gov/MIClassroomHeroes</a> for eligibility requirements.				
PART 4: CERTIFICATION				
<i>I hereby certify to the best of my knowledge that the information provided in this Application is true and that I am eligible to receive the above-stated COVID-19 Grant pursuant to P.A. 257 of 2020, Section 553.</i>				
Eligible Teacher Signature				Date

This form is subject to audit by the Michigan Department of Treasury. The district or nonprofit nonpublic school is required to review that the requester meets all the eligibility requirements for the **GSRP, Head Start, Adult Education and Young Adult Special Education Teacher COVID-19 Grant Program**. This form must be retained by the district or nonprofit nonpublic schools for 7 years. Submit your completed application to the your entity by the deadline listed on the application in the form and manner established by the entity.

**DO NOT send this form directly to the Michigan Department of Treasury.**

**Instructions for Completing Form 5741,  
GSRP, Head Start, Adult Education and  
Young Adult Special Education Teacher COVID-19 Grant Program Certification**

The GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grants Program was created by Public Act 257 of 2020 to recognize the additional time classroom teachers in a district or nonprofit nonpublic school spent outside of normal working hours and additional costs classroom teachers have incurred or experienced to provide a continuity of learning during the period of school closure in 2019-2020 as a result of the COVID-19 pandemic. The program was funded under PA 257, Section 553 for grants to eligible GSRP, Head Start, Adult Education, and Young Adult Special Education classroom teachers.

**Definitions**

**Classroom teacher** means a full-time or part-time teachers in the following positions: Great Start Readiness Program Lead Teacher, Great Start Readiness Program Associate Teacher, Early Head Start Center Based Teacher, Head Start Center Based Teacher, Head Start Assistant Teacher, Adult Education Local Teacher, or Young Adult Special Education instructional personnel, that provided continuity of learning to students during the 2019-2020 period of school closure that resulted from COVID-19.

For the purposes of this section, classroom teacher **does not** include substitute teachers, paraprofessionals, support staff, administrators, K-12 classroom teachers, Early Head Start or Head Start Director, Fiscal Officer, Child and Family Service Management Staff, Education Management Consultant, Child and Family Service Staff, Family Childcare Provider, Child Development Specialist, Home Based Visitor, Home Based Visitor Supervisor, Health Professionals, Coaches, Drivers, Caregivers, State Level Administrative, Local Level Administrative, Local Counselors, Tutors, Teacher Consultant and Other Special Education Personnel.

**District** means a local school district as that term is defined in section 6 of the revised school code, 1976 PA 451, MCL 380.6, or a Public School Academy as that term is defined in section 5 of the revised school code, 1976 PA 451, MCL 380.5. For the purpose of these grants, a “school district” includes local and intermediate school districts and public school academies.

**Regularly and continuously work under contract** means that term as defined in section 1230e of the revised school code, 1976 PA 451, MCL 380.1230e.

**PART 1: BACKGROUND INFORMATION**

All fields must be complete for processing payments. Pay particular attention to accurately include the residency address and social security number.

**PART 2: CLASSIFICATION OF ELIGIBILITY - CLASSROOM TEACHER**

This section is to be completed by a classroom teacher applying for the GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grant Program provided in Public Act 257, Section 553. Check all boxes that apply.

**PART 3a: AFFIRMATION OF GRANT ELIGIBILITY REQUIREMENTS – CLASSROOM TEACHER**

This section is to be completed by a classroom teacher applying for the GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grant Program provided in Public Act 257, Section 553. Check all boxes to confirm eligibility.

**PART 3b: AFFIRMATION OF ELIGIBILITY - CLASSROOM TEACHER**

This section is to be completed by a classroom teacher applying for the GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grant Program provided in Public Act 257, Section 553.

**PART 4: CERTIFICATION**

Sign and date in the indicated fields. Electronic signature is acceptable.

**MAILING INFORMATION**

Submit your completed application to your district or nonprofit nonpublic school by the deadline listed on the application in the form and manner established by your district or nonprofit nonpublic school.

**DO NOT send this form directly to the Michigan Department of Treasury.**

More information on the GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher COVID-19 Grant Program, including a detailed Frequently Asked Questions (FAQ) guide, can be found on the MI Classroom Heroes Grants webpage at [www.michigan.gov/MIClassroomHeroes](http://www.michigan.gov/MIClassroomHeroes)