NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION
Catherine Truitt, *Superintendent of Public Instruction*
www.dpi.nc.gov

Hurricane Helene Technology Recovery Funds in Accordance with the Disaster Recovery Act of 2024 (S.L. 2024-53)

DISASTER RECOVERY ACT OF 2024 – HURRICANE HELENE DISASTER RECOVERY FUND
Per North Carolina S.L. 2024-54, disaster recovery funding of $5,000,000 has been appropriated "replacement of school technology, particularly student and teacher devices, in counties with a federal disaster declaration due to Hurricane Helene."

Please follow these procedures to prepare and submit documentation required to process the request for State Disaster Funds.

1. Compile source documentation to reflect the actual losses and the value of the losses as a result of Hurricane Helene. Documentation should include, but is not limited to, the following.
    a. Complete the damaged technology inventory template to identify technology equipment losses and the value of the losses as a result from Hurricane Helene. - https://go.ncdpi.gov/HTRF_Damaged-Inv-Template
    b. Submit technology equipment repair and/or replacement invoices on form referenced in step three below. Include any other documents that substantiate the claim for State funds to support the repair and replacement of technology equipment.
2. Print, review, complete and sign the Attestation Form. Finance Officer and Technology Director signatures are required to process the claim for State Disaster Funds. - https://go.ncdpi.gov/HTRF-Procedure&Attestation
    a. One Attestation Form should be completed per PSU request.
3. Submit all documents, including the damaged technology inventory, replacement invoice(s), and completed Attestation Form using the Hurricane Helene Technology Recovery Funds Form -https://go.ncdpi.gov/HTRF-Form.
    a. You will receive confirmation when all documents have been received.
4. Complete submissions by the end of day January 31, 2025. Approved submissions are projected to be included in a February/March allotment.
5. Reimbursement will be made through DPI School Business Allotments.
6. For questions, contact the following personnel in the Technology Services Office:
   Tim Wease, PSU Cybersecurity Director, (948) 236-2269, timothy.wease@dpi.nc.gov

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Attestation Form

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Date of request:

Public School Unit:
Contact Person:
Title:
Phone:
Email:

Description of Damage:

Total Cost of Repairs/Replacements of PSU Technology Equipment: $

Insurance Coverage (for damaged technology)
Claim Filed? (Y/N) Date of Claim:
Payment Received? (Y/N) Amount Received: $

FEMA Disaster Assistance (for damaged technology)
Claim Filed? (Y/N) Date of Claim:
Payment Received? (Y/N) Amount Received: $

Other Disaster Assistance (for damaged technology)
Source(s): Date of Receipt:
Payment Received? (Y/N) Amount Received: $

Losses Not Covered (for damaged technology)
Describe: Estimated Cost: $
Describe: Estimated Cost: $
Describe: Estimated Cost: $

Hurricane Helene Capital Recover Funds Requested: $

In accordance with S.L. 2024-53, the undersigned acknowledges and agrees to the following requirements governing use of these Capital Recovery Funds:

> **SECTION 3.1.(b)** Receipt of Allocations. – A recipient of State funds under this act shall use best efforts and take all reasonable steps to obtain alternative funds that cover the losses or needs for which the State funds are provided, including funds from insurance policies in effect and available federal aid. State funds paid under this act are declared to be excess over funds received by a recipient from the settlement of a claim for loss or damage covered under the recipient's applicable insurance policy in effect or federal aid. Where a recipient is an institution of higher education or a non-State entity, the requirement regarding alternative funds, and the calculation of alternative funds received, under this subsection includes seeking private donations to help cover the losses or needs for which State funds are provided. An agency awarding State funds for disaster relief shall include a notice to the recipient of the requirements of this subsection.
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> **SECTION 3.1.(c)** Remittance of Funds. – If a recipient obtains alternative funds pursuant to subsection (b) of this section, the recipient shall remit the funds to the State agency from which the State funds were received. A recipient is not required to remit any amount in excess of the State funds provided to the recipient under this act. The State agency shall transfer these funds to the Savings Reserve.

Quarterly reporting is required beginning January 15, 2025, for the previous quarter, and on a quarterly basis thereafter, until the end of the quarter in which all funds are expended. Additional reports or information may be required when requested by DPI, OSBM, or the Fiscal Research Division. Non-State entities that administer or receive any funds shall assist and fully cooperate with OSBM in meeting reporting obligations for these funds.

Finance Officer:

Finance Officer Signature: _____

Printed Name: _____

Title: _____

Date: _____

Chief Technology Officer/Technology Director

Signature: _____

Printed Name: _____

Title: _____

Date: _____