

GRANT AGREEMENT

(American Rescue Plan Act Grant Funding)

This Grant Agreement ("Agreement") is entered into by and between the Oklahoma Department of Career and Technology Education (ODCTE) and the non-federal entity listed in the application(s) attached hereto as **Exhibit A** (Subrecipient), a political subdivision of The State of Oklahoma, (the "State") or non-federal entity located within the territorial boundaries of the State (the "Grantee", hereinafter known as the "Subrecipient") effective on the effective date of execution by ODCTE.

The purpose of this award is to use federal funds distributed to the State of Oklahoma pursuant to the American Rescue Plan Act, Pub. L. No. 117-2 (Mar. 11, 2021) ("ARPA"), to help establish a broadband training program, providing technical assistance, and addressing negative economic impacts targeting unemployed or underemployed workers. The Oklahoma Legislature designated Oklahoma Department of Career and Technology Education (ODCTE) as a pass-through entity through which federal ARPA funding will be subawarded to technology centers for this purpose. *See* S.B. 16xx, 58th Leg., 2d Reg. Sess. (Okla. 2022) (enacted).

The Technology Center, as Subrecipient, has received an allocation from ODCTE for one or more grant applications to be funded from Coronavirus State and Local Fiscal Recovery Funds, each distributed by ODCTE and attached hereto from time to time in (**Exhibit A**), an "Application" and in reliance on the representations, certifications and warranties made by the Subrecipient or an Applicant acting on behalf of the Subrecipient herein and in the Applications, ODCTE will provide one or more restricted grants in the Grant Amount of **\$476,938** as identified in controlling legislation to the Subrecipient on the terms and conditions stated herein;

The Subrecipient will accept the Grant evidenced by each Application, and will thereby become a sub-recipient of the ARPA Grant, on the terms and conditions stated herein. The Subrecipient additionally certifies to the State Fiscal Recovery Fund Program Assurances Issued on June 2, 2021, as identified in (**Exhibit B**).

Therefore, in consideration of the premises and the mutual covenants herein contained, the parties agree and bind themselves as follows:

ARTICLE I-REPRESENTATIONS OF THE SUBRECIPIENT

Recognizing that ODCTE is relying hereon, the Subrecipient represents, as of the date of this Agreement, as follows:

- A. **Organization; Power, Etc.** The Subrecipient is a political subdivision of the State or a non-federal entity located entirely within the geographic boundaries of the State, and has full legal right and power to authorize, execute, and deliver this Agreement, to receive each Grant, to undertake and implement the use of Grant funds described in each Application and to carry out and consummate all transactions contemplated by the foregoing (including without limitation the recordkeeping and reporting described herein).
- B. **Authority.** The Subrecipient has duly and validly authorized the execution and delivery of this Agreement and has or will have so authorized the execution of each Application, and all approvals, consents, and other governmental or corporate proceedings necessary for the execution and delivery of the foregoing or required to make this Agreement the legally binding obligation of the Subrecipient that it purports to be,

in accordance with its terms, have been obtained or made. The representatives of the Subrecipient executing this Agreement have all necessary power and authority to execute this Agreement and to bind the Subrecipient to the terms and conditions herein.

- C. **No Litigation.** No action, suit, proceeding, inquiry or investigation, at law or in equity, before or by any court, public board or body, other than as disclosed to OMES in writing, is pending or, to the knowledge of the authorized representatives of the Subrecipient executing this Agreement, threatened (1) seeking to restrain or enjoin the execution and delivery of this Agreement, or the undertaking of any Project (defined below) or (2) contesting or affecting the validity of this Agreement; and neither the corporate existence of the Subrecipient nor the title to office of any authorized representatives of the Subrecipient executing this Agreement, is being contested.
- D. **No Conflicts.** The authorization, execution and delivery of this Agreement, and performance by the Subrecipient of each Project and of its obligations under this Agreement, will not constitute a breach of, or a default under, any law, ordinance, resolution, agreement, indenture, or other instrument to which the Subrecipient is a party or by which it or any of its properties is bound.
- E. **SAM Registration.** Subrecipient is registered with the U.S System for Award Management (SAM) and confirms that the Data Universal Numbering System (DUNS) number or Unique Entity Identifier (UEI) listed in Exhibit A is the correct such number for the Subrecipient as of the date hereof.
- F. **Binding Agreement.** This Agreement is, or when executed and delivered will be, the legal, valid, and binding obligation of the Subrecipient, enforceable in accordance with its terms, subject only to limitations on enforceability imposed in equity or by applicable bankruptcy, insolvency, reorganization, moratorium, or similar laws affecting creditors' rights generally.
- G. **Information Submitted.** All information, reports, and other documents and data submitted to the State and its Representatives in connection with this Agreement (including without limitation, the Application(s) and Funding Review Packet attached hereto as of the date of execution and each other Application as well as the Funding Review Packet, if any, to be later attached and made a part hereof pursuant to the terms hereof) were, at the time the same were (or will be) furnished, and are, as of the date hereof (or will be as of the date the same are furnished), true, correct and complete in all material respects.
- H. **Ratification.** By executing this Agreement, the Subrecipient (i) affirms and ratifies all statements, representations and warranties contained in all written documents that it has submitted to ODCTE in connection with this Agreement (including, without limitation, this Agreement and the Application(s) attached hereto as Exhibit A as of the date hereof) and (ii) agrees that on each date, if any, that an additional Application is attached hereto and made a part hereof, it will be deemed to have affirmed and ratified all such statements, representations and warranties (including, without limitation, those contained or provided in connection with such additional Application).
- I. **Competitive Bidding.** All funds received by the Subrecipient herein subject to the property standards found in 2 CFR § 200.310 through 2 CFR § 200.316 if applicable, and the procurement standards found in 2 CFR § 200.317 through 2 CFR § 200.327. The Subrecipient acknowledges and agrees that these funds must be competitively bid or covered by an exemption as described therein. More information on those requirements can be found on the Office of Management and Enterprise Services (“OMES”) website found here: <https://oklahoma.gov/omes/services/purchasing.html>.

- i. Subrecipient shall maintain, and supply to ODCTE upon request, procurement-related documentation, including, but not limited to:
 - a. open solicitations;
 - b. non-competitive procurement justification memos;
 - c. cost or price analysis;
 - d. signed and executed contracts, change orders, and purchase orders;
 - e. invoices with supporting materials such as timesheets, usage logs for rented or leased equipment, and proof of receipt of materials (e.g., a bill of lading);
 - f. where applicable, documentation that substantiates a high degree of contractor or supplier oversight such as daily or weekly logs and records of performance meetings; and
 - g. equipment and supply asset inventory, including disposition.

J. Performance and Financial Monitoring and Reporting. All funds received by the Subrecipient herein are subject to the financial monitoring and reporting requirements found in 2 CFR§ 200.328 to 2 CFR§ 200.330 regarding oversight of information and information collection. An amendment to this Agreement will be provided by ODCTE at least 30 days prior to any required reporting that identifies required cadence and format for reporting. Subrecipient acknowledges that the receipt of these funds obligates the Subrecipient to provide oversight and information collection on an internal basis as well as to be the subject of external oversight and information collection as described in those regulations.

K. Subrecipient Monitoring and Management. The Subrecipient acknowledges that ODCTE is acting as a pass-through entity for the ARPA Grant and the Subrecipient agrees to meet the requirements found in Sections 2 CFR §200.331 and §200.332 as a subrecipient as well as aid ODCTE upon request in its monitoring capacity by providing access to as well as any information requested by ODCTE for that purpose.

L. Record Retention Requirements. The Subrecipient acknowledges that the funds for the ARPA Grant are subject to the requirements found in Section 2 CFR §200.334 through 2 CFR §200.338 and agrees to meet the same. Subrecipient is required to maintain and retain records and provide access to such records.

M. Audit Requirements. The Subrecipient acknowledges that the funds for the ARPA Grant are subject to the requirements found in Sections 2 CFR §200.500 through 2 CFR §200.520 and agrees to meet the same. Subrecipient is subject to audit by Federal and State entities and agrees to be prepared to perform those responsibilities required for Auditees.

Subrecipient shall maintain and retain its financial records, supporting documents, statistical records, and all other records pertinent to this Subaward for seven (7) years from the date of submission of the Final Expenditures Report, and longer if any litigation, claims, or audit is started before the end of that seven (7) year period; in which case, records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action has been taken.

Subrecipient shall retain all records related to real property until seven (7) years after final disposition of the property.

If the U.S. Department of Treasury requests transfer of any of Subrecipient's records to it, Subrecipient must collect and transmit all required records to Treasury within the time allowed by Treasury in the request and in the format required in section 2 CFR § 200.336 of the Uniform Guidance.

ARTICLE II-STATE FISCAL RECOVERY PROGRAM ASSURANCES

The Grantee, as a subrecipient (hereinafter “Subrecipient”) further acknowledges and agrees to the additional assurances described below.

A. Subaward Information to collect from Subrecipient for the State Fiscal Recovery Fund “SFRF” reporting

- i. Project Expenditure Category
- ii. Subrecipient Name (must match SAM.gov)
- iii. Subrecipient DUNS or Unique Entity Identifier (UEI)
- iv. Subaward period of performance start and end date
- v. Total amount of federal funds obligated to this Subrecipient in this Agreement
- vi. Description of the purpose of the subaward
- vii. Other data as required by ODCTE to fulfill its obligations under the most recent version of the Department of Treasury’s State and Local Fiscal Recovery Funds Reporting and Compliance Guidance

B. SFRF Program Assurances A Subrecipient must attest to the following:

i. Compliance with Federal Requirements

- a. Subrecipient confirms understanding it is a Subrecipient of State Fiscal Recovery Funds, and agree to comply with applicable federal compliance, reporting, and contract requirements, including but not limited to:
 - The American Rescue Plan Act of 2021, P.L. 117-2, March 11, 2021, as amended.
 - US Department of Treasury Final Rule, Coronavirus State and Local Fiscal Recovery Funds, 87 Fed. Reg. 4338, January 27, 2022 and all other applicable federal rules, policies, guidance, procedures, and directives including Reporting and Compliance Guidance, as may be amended.
 - Uniform Guidance (2 CFR Part 200), including Uniform Administrative Requirements, Cost Principles, and Audit Requirements.
 - Notice of Davis Bacon Act Requirements: The federal requirements to report and certify prevailing wage rates under the Davis Bacon Act, 40 USC §3141, et. seq., do not apply to capital projects funded solely with State and Local Fiscal Recovery Funds (SLFRF) provided under the American Rescue Plan Act, except for certain construction projects in the District of Columbia. Thus, recipients of SLFRF funds provided by the State of Oklahoma Grantee for the purposes provided in this Agreement and expended for capital project(s) are not subject to Davis-Bacon requirements, provided that the SLFRF funds are the only funds expended for the capital project(s). Should the capital project(s) funded under this Agreement also receive funding from other state and/or federal sources, then the Davis-Bacon requirements may

apply. Grantee is solely responsible for determining the applicability of and compliance with Davis-Bacon requirements for all capital projects funded under this Agreement.

- b. Subrecipient acknowledges that federal requirements include, but are not limited to:
 - All funds expended under this award must be in compliance with the American Rescue Plan Act and applicable US Department of Treasury guidance (as may be amended from time to time).
 - The Subrecipient will be subject to a single audit or program specific audit when the subrecipient expends \$750,000 or more in a fiscal year
 - Subrecipient must establish and maintain effective internal control over the Federal award that provides reasonable assurance that the Subrecipient is managing the award in compliance with Federal statutes, regulations, and the terms and conditions of the award.

ii. Subawards

- a. Subrecipient acknowledges that any subaward issued by it to any additional subrecipients (“secondary subrecipients”) must require the secondary subrecipient or subawardee to comply with all existing federal requirements described in this Agreement and the Subrecipient will be held liable for any mishandling or misuse of these funds by the secondary subrecipient.
- b. The Subrecipient acknowledges this award is subject to 2 CFR§ 200.330 regarding subrecipient monitoring and management, and the subrecipient will be required to conduct a risk assessment and monitor the secondary subrecipient’s compliance with federal requirements. Per 2 CFR § 200, monitoring of any secondary subrecipients will include:
 - Reviewing financial and performance reports
 - Following-up and ensuring that the secondary subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to secondary subrecipient from Subrecipient detected through audits, on-site reviews, and other means.
 - Issuing a management decision for audit findings pertaining to the Federal award provided to Subrecipient from secondary Subrecipient as required by 2 CFR.§ 200.521 Management decision.
 - Verifying that secondary Subrecipient is audited as required by 2 CFR Part 200 Subpart F— Audit Requirements when it is expected that Subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in 2 CFR§ 200.501 Audit requirements.

iii. Subrecipient Compliance Monitoring

- a. The Subrecipient agrees to undergo the monthly or quarterly monitoring schedule attached as **Exhibit C**, the Subrecipient Monitoring Schedule. Monitoring in accordance with **Exhibit C** will provide timely and ongoing assistance and information to ODCTE to monitor and evaluate compliance with the terms of the award. ODCTE, at its discretion, may perform periodic fiscal and program monitoring reviews.
- b. The Subrecipient agrees to maintain and make available to the State of Oklahoma and/or US Department of Treasury, upon request, all documents and financial records sufficient to establish

compliance with ARPA. Records to support compliance with ARPA may include, but are not limited to, copies of the following:

- General ledger and subsidiary ledgers used to account for (a) the receipt of SFRF payments and (b) the disbursements from such payments to meet eligible expenses related to the public health emergency due to COVID-19;
- Budget records;
- Payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the public health emergency due to COVID-19;
- Receipts of purchases made related to addressing the public health emergency due to COVID-19;
- Contracts and subcontracts entered into using SFRF payments and all documents related to such contracts;
- Grant agreements and grant subaward agreements entered into using SFRF payments and all documents related to such awards;
- All documentation of reports, audits, and other monitoring of contractors, including subcontractors, grant subrecipients and secondary subrecipients;
- All documentation supporting the performance outcomes of contracts, subcontracts, grant awards, and grant recipient subawards;
- All internal and external email/electronic communications related to use of SFRF payments; and
- All investigative files and inquiry reports involving SFRF payments.

iv. Capital Expenditures

- a. In accordance with Section 35.6 (b)(4) of the Treasury Final Rule, Subrecipients expending one million dollars (\$1,000,000) or more for capital expenditures, under this award in expenditure categories related to response to the COVID-19 public health emergency or its negative economic impacts, must provide the following written justification for the capital expenditure:
- Description of the harm or need to be addressed. Provide a description of the specific harm or need to be addressed and why the harm was exacerbated or caused by the public health emergency. Subrecipient may provide quantitative information on the extent and the type of harm, such as the number of individuals or entities affected.
 - Explanation of why a capital expenditure is appropriate. For example, Subrecipients should include an explanation of why existing equipment and facilities, or policy changes or additional funding to pertinent programs or services, would be inadequate.
 - Comparison of proposed capital project against at least two alternative capital expenditures and demonstration of why the proposed capital expenditure is superior. Subrecipients should consider the effectiveness of the capital expenditure in addressing the harm identified and the expected total cost (including pre-development costs) against at least two alternative capital expenditures.

- Funding for Subrecipients expending one million dollars (\$1,000,000) or more for capital expenditures under this award will not be distributed until the complete written justification for capital expenditure as detailed above is received and approved by ODCTE and/or OMES.

v. Required Programmatic Data

The Subrecipient agrees to provide the applicable required programmatic data listed within the most recent US Department of Treasury’s State and Local Fiscal Recovery Funds Reporting and Compliance Guidance to the State of Oklahoma. An amendment to this Agreement will be provided by ODCTE at least 30 days prior to any required reporting that identifies required cadence and format for reporting. For projects over ten million dollars (\$10,000,000) in the Water, Sewer, and Broadband expenditure categories, this includes the data elements required for the Project Employment and Local impact Report and Workforce Continuity Plan.

vi. Use of Evidence

- For projects in expenditure categories 1 (Public Health), 2 (Negative Economic Impacts), and 3 (Services to Disproportionately Impacted Communities), Subrecipient agrees to report annually to the State of Oklahoma the total dollar amount of funds from the subaward expended on evidence-based interventions, as defined by the US Department of Treasury.
 - This requirement does not apply to projects in the following expenditure categories: 1.1 (COVID-19 vaccination), 1.2 (COVID-19 testing), 1.3 (COVID-19 contact tracing), 1.5 (Personal Protective Equipment), 1.6 (Medical Expenses), 1.7 (Other COVID-19 Public Health Expenses including Communications, Enforcement, Insolation/Quarantine), 1.8 (COVID-19 Assistance to Small Businesses), 1.9 (COVID-19 Assistance to Non Profits), 1.10 (COVID-19 Aid to Impacted Industries), 1.14 (Other Public health Services), 2.5 (Household Assistance: Paid Sick and Medical Leave), 2.8 (Household Assistance: Survivor’s Benefit), 2.21 (Medical Facilities for Disproportionately Impacted Communities), 2.22 (Strong Healthy Communities: Neighborhood Features that Promote Health and Safety), 2.23 (Strong Health Communities: Demolition and Rehabilitation of Properties), 2.24 (Addressing Educational Disparities: Aid to High Poverty Districts), 2.27 (Addressing Impacts of Lost Instructional Time), 2.28 (Contribution to UI Funds), 2.29 (Loans or Grants to Mitigate Financial Hardship), 2.31 (Rehabilitation of Commercial Properties or Other Improvements), 2.34 (Assistance to Impacted Nonprofit Organizations Impacted or Disproportionately Impacted), 2.35 (Aid to Tourism, Travel, or Hospitality), 2.36 (Aid to Other Impacted Industries)
 - The Subrecipient is exempt from reporting on evidence-based interventions if the State of Oklahoma conducts a program evaluation.

vii. Additional Assurances

- The Subrecipient shall complete the Subrecipient Annual Report annually within forty-five (45) days after its fiscal year end, informing the State of Oklahoma whether a Single Audit is required for the prior fiscal year. The Subrecipient acknowledges that if the Subrecipient expends more than seven hundred and fifty thousand dollars (\$750,000) in federal awards during its fiscal year, it will be subject to audit under the federal Single Audit Act Amendments of 1996, Pub. L. No. 104-156 (July 5, 1996). If a Single Audit is required, the Subrecipient shall submit a copy of the audit report to the State of Oklahoma within nine (9) months.

- ODCTE will review the Subrecipient’s audit and issue any management decisions thereon within six (6) months of acceptance of the audit report by the Federal Audit Clearinghouse. Prior to issuing the management decision, ODCTE may request additional information or documentation from the Subrecipient, including a request for auditor assurance related to the documentation, as a way of mitigating disallowed costs.
 - After review of the audit, if it is determined that funds are owed to the State of Oklahoma, ODCTE may issue a management decision letter to the Subrecipient. Pursuant to 2 CFR § 200.521, the management decision will include:
 - i. A clear statement of whether or not the audit finding is sustained, the reasons for the decision, and the actions the Subrecipient is expected to take (including, for example, repaying disallowed costs, making financial adjustments, or taking other actions);
 - ii. A description of the appeals process available to the Subrecipient; and
 - iii. The reference numbers the auditor assigned to each audit finding.
 - A Subrecipient aggrieved by an ODCTE management decision may initiate an appeal of that decision. In order to initiate an appeal, the Subrecipient must complete and submit the appropriate form provided by ODCTE and made available on its website, within twenty (20) calendar days of the date of the management decision letter. If the form is not timely received, ODCTE or the hearing officer designated by ODCTE will issue a letter stating that the appeal will not be heard.
 - Appeals of management decisions shall be conducted in accordance with OAC 540:1-5-1.
- b. Even if a Subrecipient is exempt from federal audit requirements for a particular fiscal year, it shall still make its records available for review or audit by appropriate officials of the U.S. Treasury, ODCTE, OMES, and Government Accountability Office, as requested. Moreover, all “government entities,” as such term is defined by law, shall comply with the applicable provisions of 74 O.S., § 212A relating to the Oklahoma State Auditor & Inspector’s Office.
- viii. The Subrecipient acknowledges that if the US Department of Treasury recoups funds from the State of Oklahoma based on a determination that these award funds were used in a manner not in compliance with ARPA, the Subrecipient agrees that the State of Oklahoma may recover funds from the subrecipient within twelve (12) months, including by means of the appropriations process controlled by the Oklahoma Legislature.

ARTICLE III—THE GRANT

- A. Grant Amount.** ODCTE agrees to make, and the Subrecipient agrees to accept, on the terms and conditions stated in this Agreement, one or more Grants, in the Grant Amount(s) specified on the Application(s) attached as **Exhibit A** hereto.
- B. Grant Purpose.** Each Grant is being made solely to finance the project described in the applicable Application (each, a "Project").

C. Grant Distribution. Distribution of funds will be on a reimbursement basis in accordance with ODCTE's Subrecipient Funding Disbursement Policies, attached hereto as **Exhibit D**.

i. Prior Authorization

- a. Subrecipients must receive prior written authorization from ODCTE before making purchases exceeding the approved budget amount for the item. If a revision to the line item budget is required, subrecipient must follow revision request process to be provided by ODCTE. Review and consideration will be given for reason of revision request, amount, and effect on overall scope of the project. Any purchase over the budgeted amount that has not received prior authorization by the ODCTE CFO or designee may not be reimbursed by the ODCTE.

ii. Invoices

- a. In order to obtain reimbursement, Subrecipients shall electronically send monthly invoice packets to the ODCTE CFO or designee. These packets must be received by the 5th day of each month.
- b. Invoice packets must include the following:
- Properly completed and signed Request for Reimbursement form
 - Signed OCAS Detailed Expenditure Report which reflects expenditures coded as approved in budget and coded to Project 414.
 - Copies of purchase orders, vendor agreements/contracts and bidding documentation with justification for why the vendor was chosen.
 - Signed vendor invoices for all purchases
 - Bill of lading or receiving report
 - A brief justification for each expense (1-2 sentences explaining how the purchase benefits the project)
- c. Invoices shall not be submitted to ODCTE for reimbursement before performance is completed by the vendor and accepted by the Subrecipient, including physical receipt of goods. A grantee must sign the invoice or receipt to verify that the item or service has been received.

D. Grant Expenditure Schedule. All grant encumbrances must be made no later than December 31, 2024 and expended no later than August 1, 2026. The Grant will not pay any costs other than those obligated by December 31, 2024 and expended by August 1, 2026. Any extensions in these dates are at the sole discretion of OMES. All Grant proceeds that remain unexpended the sooner of thirty (30) months after the appropriation date or as of October 2, 2026 (or such later date to which OMES shall extend such deadline, in its sole discretion) shall be returned to OMES promptly (and in any event within ten (10) business days thereafter).

E. Executed Agreement. ODCTE and OMES shall receive a duly executed original of this Agreement.

F. Expiration of Offer. The Agreement offer will terminate in the event that performance is not rendered in accordance with the grant terms and conditions.

G. Additional Funding. The Subrecipient shall ensure that adequate funding is in place to complete each Project. In the event that any Grant, alone, is for any reason insufficient to complete the applicable Project, the Subrecipient will obtain or make available and apply other funds (including

without limitation, by incurring loans or obtaining other grants) in an aggregate amount necessary to ensure completion of each such Project. Any additional funding may have separate terms and restrictions that do not override these obligations.

H. Recoupment of Costs. Subrecipient shall be responsible for, and hereby agrees to promptly pay or reimburse ODCTE for all costs incurred by ODCTE, its employees, officers, and agents (including, without limitation, attorneys' fees) related to or arising out of such recoupment, including, without limitation, costs of any related investigation, audit and/or collection efforts, provided that sufficient legislative appropriations exist to pay said costs and provided that the costs are substantiated by supporting documentation.

ARTICLE IV – REMEDIES FOR NON-COMPLIANCE

ODCTE in its sole and absolute discretion of Subrecipient non-compliance, may impose additional conditions for compliance as described in 2 CFR §200.208. If ODCTE determines that noncompliance cannot be remedied by imposing additional conditions, it may take one or more of the following appropriate actions, in accordance with 2 CFR§ 200.339:

- a. Temporarily withhold cash payments pending correction of the deficiency by the Subrecipient or more severe enforcement action.
- b. Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
- c. Wholly or partly suspend or terminate the grant.
- d. Recommend a proceeding be initiated with the US Department of Treasury for suspension or debarment in accordance with 2 CFR part 180.
- e. Take other remedies that may be legally available.

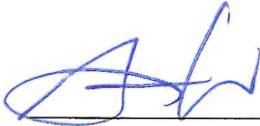
Notice of Remedy. ODCTE shall provide the Subrecipient and OMES with written notice of required remedy(ies), setting forth the reason(s) for remedy(ies).

ARTICLE V -AMENDMENT

This Agreement sets out the entire agreement between ODCTE and the Subrecipient. It replaces all previous agreements, understandings and representations between the parties, whether oral or in writing. After execution of the Agreement by both ODCTE and the Subrecipient, any additional appropriation of ARPA Federal Recovery Funds made by the Oklahoma legislature to ODCTE for new or expanded projects, programs or services at the technology centers shall be added to and governed under this Agreement in the same manner as the initial allocation referenced herein. If such additional allocation happens **Exhibit E** shall be appended to this Agreement and shall consist of an amendment signed and dated by both parties identifying the amount of the additional allocation, a description of the new or expanded projects, programs and services, and a copy of the legislation, as enacted, making the appropriation. The Subrecipient shall also append any application that gave rise to each additional appropriation to Exhibit A in the same manner as the initial Application(s).

Any other amendment to this Agreement shall only be valid if it is in writing and signed by an authorized representative of both parties.

OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION

By: 

Name: Brent Harkins

Title: Director

Organization: ~~OCDE~~ OCDE

Date: 6/5/23

SUBRECIPIENT AGENCY OR NON-FEDERAL ENTITY

By: 

Name: MIKE EVBANK

Title: SUPERINTENDENT

Organization: MID AMERICA TECHNOLOGY CENTER

Date: 5 24 2023

EXHIBIT A “APPLICATION AND COMPLETED FUNDING REVIEW PACKET”

(Separate attachment)

EXHIBIT B STATE FISCAL RECOVERY FUND PROGRAM ASSURANCES ISSUED ON 6/2/2021

Effective June 2, 2021, State Fiscal Recovery Fund (SFR) recipients are required to include the below list of assurances in their SFR program applications and/or awards. Agencies and departments can add to these assurances, but please do not alter or remove any of the listed assurances.

Unless noted otherwise, these assurances apply to all SFR grant/beneficiary programs.

An authorized signatory of Subrecipient must attest to the following by checking the box next to the statement and signing this document.

1. I have the authority to request payment from the State of Oklahoma. I am requesting payment for costs incurred in connection with section 602 of the Social Security Act, as amended by section 9901 of the American Rescue Plan Act, Public Law No. 117-2 (March 11, 2021) ("section 602").
2. As required by federal law, the SFR will only be used for approved economic support or costs incurred during the period that begins on March 3, 2021 and December 31, 2024, in response to the COVID-19 public health emergency and its negative economic impacts.
3. Subrecipient will report on incurred expenses and/or losses, in a form and at a frequency prescribed by the State of Oklahoma and will cooperate with the State of Oklahoma in creating and retaining appropriate documentation to demonstrate that the proposed uses meet the requirements of section 602.
4. To the extent that actual expenditures or demonstrated need is less than the total award amount, Subrecipient agrees to return the balance of unspent funds to the State of Oklahoma. If the United States Department of the Treasury recoups funds from the State of Oklahoma based on a determination that these award funds were used in a manner not in compliance with section 602, Subrecipient agrees that the State of Oklahoma may recover funds from Subrecipient by reducing future funding in State budgets.
5. Subrecipient must repay the award or portion of the award to ODCTE and/or OMES if: any funds received were issued in error; are based on incorrect representations made to OMES; or any costs forming the basis of an award under this program have been or will be covered by other federal grants or awards or federally forgiven loans received by Subrecipient. I agree that the final determination of whether there has been a duplication of benefits and the amount to be repaid, if any, will be made by ODCTE and/or OMES.
6. *[Applies only to grants to subrecipients¹]* Subrecipient has applied for FEMA-Public Assistance funding first for all FEMA-eligible expenses before applying to this grant. Subrecipient will only use this grant to cover expenses that are not eligible for FEMA-Public Assistance reimbursement.
7. Subrecipient shall maintain and make available to the State of Oklahoma and/or United States Department of the Treasury, upon request, all documents and financial records sufficient to establish compliance with section 602. Records and supporting documentation must be maintained for a period of five years after all funds have been expended or returned to Treasury, whichever is later. Records to support compliance with subsection 602 may include, but are not limited to, copies of the following:

¹ For assistance in determining whether the relationship between the State, and the entity receiving the funds from the State, is a subrecipient relationship, please complete the Federal Award Classification Checklist. CFO written approval is required to classify any entities as "beneficiaries" of COVID-19 relief funding.

- a. General ledger and subsidiary ledgers used to account for (a) the receipt of SFR payments and (b) the disbursements from such payments to meet eligible expenses related to the public health emergency due to COVID-19;
 - b. Budget records;
 - c. Payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the public health emergency due to COVID-19;
 - d. Receipts of purchases made related to addressing the public health emergency due to COVID-19;
 - e. Contracts and subcontracts entered into using SFR payments and all documents related to such contracts;
 - f. Grant agreements and grant subaward agreements entered into using SFR payments and all documents related to such awards;
 - g. All documentation of reports, audits, and other monitoring of contractors, including subcontractors, and grant recipient and subrecipients;
 - h. All documentation supporting the performance outcomes of contracts, subcontracts, grant awards, and grant recipient subawards;
 - i. All internal and external email/electronic communications related to use of SFR payments; and
 - j. All investigative files and inquiry reports involving SFR payments.
8. To the best of my knowledge, neither Subrecipient nor Subrecipient's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds.
9. *[Applies only to subrecipient relationships¹]* Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Oklahoma whether a Single Audit is required for the prior fiscal year. If a Single Audit is required, Subrecipient will submit a copy of the audit report to the State of Oklahoma within 9 months. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends \$750,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F.
10. Subrecipient will submit reports as required by the State of Oklahoma, Agency of Administration, and/or Office.
11. ODCTE may share the information on this federal award with other Oklahoma state agencies, and other Oklahoma agencies can share information with ODCTE for the purpose of verifying Subrecipient's eligibility for this or another award or stimulus payment related to the COVID-19 pandemic.
12. Subrecipient authorizes the State of Oklahoma to share data relevant to this award with the U.S. Department of Treasury, including but not limited to previously submitted W-9 data that is related to this award.
13. All of Subrecipient's tax returns are completed and filed through the date of application filing.
14. Subrecipient complies with local, state, and federal labor laws.

15. Subrecipient is in good standing with the Oklahoma Secretary of State.

16. *[Applies only to hazard grants]* Please certify the following:

- a. Subrecipient has established a process to permit eligible employees to elect not to receive hazard pay funded by a grant provided pursuant to the Program and record keeping procedures to track which employees have elected not to receive a grant.
- b. Subrecipient acknowledges and agrees that grant funds received for hazard pay will only be used to cover hazard pay for eligible employees in accordance with section 602.

17. *[Applies to economic support programs]* Subrecipient, its secondary subrecipient, or its grant beneficiaries has faced economic harm resulting from or exacerbated by the COVID-19 public health emergency. This award will support Subrecipient in addressing the economic harm brought on by the COVID-19 public health emergency.

18. I attest, under penalty of perjury, that all information provided on this form is true and accurate. I understand that the State of Oklahoma will rely on this certification as a material representation in making this federal award. Further, I understand that intentional misrepresentation of information is fraud and may subject me or my organization to disqualification from receiving further benefits, administrative penalties, and criminal prosecution.

19. Subrecipient understands that, if Federal guidance on the regulations of the State Fiscal Recovery Fund change, it may change the terms of this award.

By (signature):



Name (print):

MIKE EUBANK

Title:

SUPERINTENDENT

Organization:

MID AMERICA TECHNOLOGY CENTER

Date:

5 24 2023

**EXHIBIT C SUBRECIPIENT MONITORING SCHEDULE:
QUARTERLY**

Quarterly Project and Expenditure Report Timeline

Report	Year	Quarter	Period Covered	Due Date
1	2021	2-4	March 3-December 31	1/10/22
2	2022	1	January 1 - March 31	4/10/22
3	2022	2	April 1 - June 30	7/10/22
4	2022	3	July 1 - September 30	10/10/22
5	2022	4	October 1 - December 31	1/10/23
6	2023	1	January 1 - March 31	4/10/23
7	2023	2	April 1 - June 30	7/10/23
8	2023	3	July 1 - September 30	10/10/23
9	2023	4	October 1 - December 31	1/10/24
10	2024	1	January 1 - March 31	4/10/24
11	2024	2	April 1 - June 30	7/10/24
12	2024	3	July 1 - September 30	10/10/24
13	2024	4	October 1 - December 31	1/10/25
14	2025	1	January 1 - March 31	4/10/25
15	2025	2	April 1 - June 30	7/10/25
16	2025	3	July 1 - September 30	10/10/25
17	2025	4	October 1 - December 31	1/10/26
18	2026	1	January 1 - March 31	4/10/26
19	2026	2	April 1 - June 30	7/10/26
20	2026	3	July 1 - September 30	10/10/26
21	2026	4	October 1 - December 31	1/10/27

EXHIBIT D FUNDING DISBURSEMENT POLICIES

Subrecipient Funding Disbursement Post-Payment Reimbursement Policy

Overview

Subrecipients must issue payment and seek reimbursement for SLFRP expenditures. If a Subrecipient does not have the operating capital to operate on a reimbursement basis, the Subrecipient may request a one-time cash advance in accordance with the **Working Capital Policy**.

Post-Payment Reimbursement

- To receive post-payment reimbursement, the subrecipient will submit the following documentation:
 - Properly completed and signed Request for Reimbursement form
 - Signed OCAS Detailed Expenditure Report which reflects expenditures coded as approved in budget and coded to Project 414.
 - Copies of purchase orders, vendor agreements/contracts and bidding documentation with justification for why the vendor was chosen.
 - Signed vendor invoices for all purchases
 - Bill of lading or receiving report
 - A brief justification for each expense (1-2 sentences explaining how the purchase benefits the project)
- ODCTE will review the documentation to determine compliance with the grant, and if approved, ODCTE will make the payment to the subrecipient.
- If ODCTE finds that the purchases were non-compliant with the grant in accordance with the Grant Agreement, a dispute process may be initiated, and ODCTE may take action including the withholding or delay of additional funding, rescission of the agreement, reduction of grant award, and payback of funds to ODCTE.

Additional Considerations

- If a Subrecipient does not have sufficient operating capital to operate the project on a reimbursement basis, ODCTE may provide a one-time cash advance in accordance with the **Working Capital Policy**. This would be an initial cash advance that the Subrecipient would then use to put them in a position to distribute funds on a reimbursement basis.
- Reimbursement is contingent on the continued compliance of the Subrecipient with all its financial and programmatic compliance and reporting duties. Failures or deficiencies in these activities can result in several punitive measures in response, including withholding funds, requiring more frequent reporting, terminating further funding and requesting the return of moneys transferred back to ODCTE.
- If the Subrecipient submits request for reimbursement, and ODCTE has insufficient funds remaining from the project appropriation, the Subrecipient will obtain or make available and

apply other funds necessary to ensure the completion of the project and payment to vendors or subgrantees.

Subrecipient Funding Disbursement Working Capital Policy

Overview

Funds are available on a working capital basis to Subrecipients who do not have sufficient working capital to operate the project on a reimbursement basis. Once the working capital advance is made, the Subrecipient will work as quickly as possible to convert their funding disbursement method to a reimbursement basis, in accordance with the **Post-Payment Reimbursement Policy**.

Working Capital Advance Process

- Subrecipients are eligible for a one-time working capital advance if they do not have the operating capital to conduct the project on a reimbursement basis initially. To be considered for a working capital advance, the Subrecipient must submit a written request to ODCTE, using a format designated by ODCTE.
- In determining the working capital amount to be initially distributed, the Subrecipient must provide an initial payment schedule documenting all unpaid invoices, estimates and quotes and other necessary payments that must be made to get the project initiated in the first ninety (90) days (*see "Required Documentation" below*).
- Working capital advance funds can be made available upon ODCTE's receipt of documentation detailing that the funds will be expended within thirty (30) days of disbursement (*see "Required Documentation" below*).
- Once the working capital advance is made, the Subrecipient will work as quickly as possible to convert their funding disbursement method to a reimbursement basis, in accordance with the **Post-Payment Reimbursement Policy**.
- Required Documentation:
 - ODCTE will consider purchase orders, unpaid invoices, estimates, quotes, executed contracts, subgrant agreements, or similar agreements as such documentation.
 - Subrecipient will be required to submit Proof of Payment, Invoices, Purchase Orders, and/or Bills of Lading to ODCTE immediately following use of the working capital advance. If ODCTE finds that the purchases were non-compliant with the grant in accordance with the Grant Agreement, a dispute process may be initiated, and ODCTE may take action including the withholding or delaying of future payment of funds, rescission of the agreement, modification of funding disbursement methodology, reduction of grant award, and payback of funds to ODCTE.



AMERICAN RESCUE PLAN ACT



State of Oklahoma

ARPA State & Local Fiscal Recovery Funds (SLFRF) Project Funding Review Template

Last updated August 1, 2022

Table of Contents

Summary	3
SLFRF Resources.....	3
Project Overview.....	4
Reporting and Planning.....	12
Capital Expenditure Requirements	13
Public Health and Negative Economic Impact Requirements	15
Workforce and Job Training Requirements	16
Aid to Impacted Industries Requirements	17
Risk Assessment	18
Monitoring & Internal Controls	20
Other Project Questionnaire Information	22
Appendix A: Expenditure Categories	24
Table 1: Public Health	24
Table 2: Negative Economic Impacts	26
Table 3: Services to Disproportionately Impacted Communities	30
Table 4: Premium Pay	31
Table 5: Infrastructure	32
Table 6: Revenue Replacement	34
Table 7: Administrative	35
Appendix B: Capital Expenditure Written Justification.....	38

Summary

This Funding Review Template is sent to the Oklahoma ARPA project applicant prior to consideration by a Working Group of the Joint Committee on Pandemic Relief Funding. The Template includes the information collected through the project intake workflow and collects further information necessary for applicant consideration and subrecipient risk assessment.

SLFRF Resources

- Final Rule (FR) ([link](#))
- Overview of Final Rule ([link](#))
- Frequently Asked Questions ([link](#))
- Compliance and Reporting Guidance (version 4.0, June 16, 2022) ([link](#))

Project Overview

Project Name: [Broadband Training Program](#)

Organization Name: [Mid-America Technology Center](#)

Primary Contact

Name: [Karen Hemmerling, Program Director](#)

Email: khemmerling@matech.edu

Phone: [405-449-7641](tel:405-449-7641)

Project Lawyer

Name: [Samanthia Marshall, Rosenstein, Fist & Ringold](#)

Email: smarshall@rflaw.com

Phone: [918-585-9211](tel:918-585-9211)

Project Cost: [\\$476,938](#)

Project Cost Breakdown: *The submitter must complete the template below. An incomplete project cost breakdown or a breakdown provided in a different format may result in delays in project review. The goal of the budget is to provide a clear and concise description of the expenses requested to support the activities in your application. A successful budget will show what each expense is, how much it costs, and the calculation used to get that amount.*

Proposed Project Cost Breakdown		
Total Requested Amount	\$476,938	Total of all below sections
Personnel	\$ 86,128.27 (Total for Section)	Details
<i>Instructor</i>	<i>Salary: \$61,889.00, Flex Benefit Fringe CP: \$7,683.36; Fringe Benefit American Fidelity: \$105.36; Fringe Benefit Mutual of Omaha Life: \$39.24; Fringe Benefit Dental: \$569.76; District Paid Teacher Retirement \$4,712.10; Matching Medicare \$897.36; Matching FICA \$3,837.12; Teacher Retirement Fees \$6,394.97</i>	<i>Funds will be used to pay for 1 instructor. The instructor will be responsible for instructing students on broadband installation and handling program needs.</i>

State of Oklahoma
 ARPA SLFRF Project Funding Review
 Template
Broadband Training

Capital (Real Property)	\$ 19,809.73 (Total for Section)	Details
<i>Tower and Installation</i>	<i>\$19,809.73</i>	<i>Funds will be used to purchase 1 small tower and to install the tower structure. The tower will allow students to train on how to maintain fiber on cell towers and fiber to antenna installations.</i>
Capital (Other)	\$ 301,083 (Total for Section)	Details
<i>Include equipment if it has a useful life of > one year and a per-unit acquisition cost \geq\$5,000</i>		
<i>Trencher</i>	<i>\$85,000.00</i>	<i>Funds will be used to purchase 1 trencher. The trencher is used to train students in trenching operations burying fiber optic cable.</i>
<i>Trailer</i>	<i>\$7,083.00</i>	<i>Funds will be used to purchase 1 trailer to haul the trencher to job sites.</i>
<i>Fiber Fusion Splicer</i>	<i>\$60,000.00</i>	<i>Funds will be used to purchase 2 Fiber Fusion Splicers. In fusion splicing, two fibers are welded (fused) together by an electric arc. Fusion splicing is the most widely used method of splicing as it provides for the lowest insertion loss and virtually no back reflection. Fusion splicing provides the most reliable joint between two fibers. Fusion splicing is done by an automatic machine called fusion splicer. This will be used to train students in the proper use of this device which is used for the fiber optic industry.</i>
<i>Fiber Testing Equipment OTDR</i>	<i>\$30,000.00</i>	<i>Funds will be used to purchase 2 Optical Time Domain Reflectometers. This is a common tool used to accurately test and troubleshoot fiber optic connections and quality. Students will be able to pinpoint fiber optic flaws with quality or breaks down to the foot. Students will be trained on proper use of this equipment.</i>

State of Oklahoma
 ARPA SLFRF Project Funding Review
 Template
Broadband Training

<i>Truck Driving Simulator</i>	<i>\$119,000.00</i>	<i>Funds will be used to purchase 1 truck driving simulator which will provide CDL training and preparation. The truck driving simulator includes CDL Training Programs (shifting, backing, turns, coupling/uncoupling, brake inspections, pre-trip inspection, and CDL testing exercises).</i>
Services	\$ 26,242.00 (Total for Section)	Details
<i>Instructor Training</i>	<i>\$3,242.00</i>	<i>Funds will be used to purchase training for our instructor. This training is for our instructor to get properly certified with the Fiber Optic Association, Inc. Once they are certified they will be able to train students to receive industry endorsed fiber optic certifications for Basic Fiber Optics, Fiber Optics Network Design, Premises Cabling, Fiber Optic For Outside Plant, Splicing, Connectors, Fiber Characterization, Fiber to the Home, Optical LAN's, Data Centers, Fiber For Wireless, Distributed Antenna Systems, and Fiber to the Antenna.</i>
<i>Defensive Driving Training Software for Truck Driving Simulator</i>	<i>\$12,500.00</i>	<i>Funds will be used to purchase 1 Defensive Driving Training Software. Software includes: Visual perceptions for reaction times and breaking distances; Risk zones and safety margins; Visual awareness; Rollover prevention; City Driving; Hazard Perception; Anticipation, distraction, and fatigue awareness.</i>
<i>Technical Support/Warranty for Truck Driving Simulator</i>	<i>\$10,500.00</i>	<i>Funds will be used to purchase 1 renewable annual warranty that includes the following: online, mail, telephone, and remote support, critical software updates, equipment extended warranty, annual software update, and one annual onsite preventive maintenance.</i>

State of Oklahoma
 ARPA SLFRF Project Funding Review
 Template
Broadband Training

Supplies	\$ 43,675.00 (Total for Section)	Details
<i>Include equipment if it has a useful life of < one year, or per-unit acquisition cost < \$5,000</i>		
<i>iPad for wireless set up</i>	<i>\$800.00</i>	<i>Funds will be used to purchase 2 iPads for wireless set up which will allow students to practice setting up wireless point to point fiber links and access points.</i>
<i>Point to Point Wireless</i>	<i>\$2000.00</i>	<i>Funds will be used to purchase 2 point to point wireless systems which will allow students to practice setting up wireless point to point fiber links.</i>
<i>Wireless Receiver</i>	<i>\$600.00</i>	<i>Funds will be used to purchase 2 wireless receivers which will allow students to practice aiming the receiver at a tower to pick up a signal correctly.</i>
<i>Wireless Tower Access Point</i>	<i>\$500.00</i>	<i>Funds will be used to purchase 1 wireless tower access point which will allow students to practice hanging wireless access points on a tower.</i>
<i>Capstan Winch</i>	<i>\$3,000.00</i>	<i>Funds will be used to purchase 1 Capstan Winch which is used for lifting heavy equipment and gear on towers and pulling field equipment and cable.</i>
<i>Computers</i>	<i>\$20,000.00</i>	<i>Funds will be used to purchase 10 computers for students to use for classwork.</i>
<i>Fiber Panels - Rackmount</i>	<i>\$1,500.00</i>	<i>Funds will be used to purchase 10 rackmount fiber panels. This supply includes a fiber optic rackmount enclosure used to terminate fiber on premises. This pricing includes adding 6 port LC/LC fiber patch modules that fit into the enclosure. This will be used to show students how to bring outside fiber into a data room rack and properly terminate them for use to connect to a network switching environment.</i>
<i>Fiber Panels - Wall Mount</i>	<i>\$800.00</i>	<i>Funds will be used to purchase 10 wall mount fiber panels. This supply</i>

State of Oklahoma
 ARPA SLFRF Project Funding Review
 Template
Broadband Training

		<i>includes a fiber optic wall mount enclosure that is commonly used to bring terminated fiber into a room for connection to network devices outside of a network rack. This supply will include fiber optic patch ports that mount inside the box to receive the terminated cable ends.</i>
<i>Fiber Switches</i>	<i>\$3000.00</i>	<i>Funds will be used to purchase 10 fiber switches. A fiber switch is a network switch that is used to hold multiple fiber optic endpoints and convert the signal over to a copper ethernet environment or along to another fiber optic switch. This device provides communications and media conversion on a network to utilize a signal. This will allow the instructor to have labs with the students showing them how to properly connect the network equipment and provide successful communication over their fiber construct.</i>
<i>Outdoor Pull Boxes</i>	<i>\$500.00</i>	<i>Funds will be used to purchase 10 outdoor pull boxes which will be used to simulate an in-ground fiber optic pull box location. Two will be used to show how fiber is routed through these boxes with fiber duct connecting them.</i>
<i>Fiber Learning Kit</i>	<i>\$1500.00</i>	<i>Funds will be used to purchase 2 Fiber Learning Kits. This is a kit that students will need for lab work when training to terminate and work with fiber optic cable that will coincide with the labs.</i>
<i>Curriculum Expenses</i>	<i>\$1000.00</i>	<i>Funds will be used to purchase curriculum from the Fiber Optic Association. This includes a workbook and handbook and other instructional supplies needed for curriculum development.</i>
<i>Coax Termination Kit</i>	<i>\$300.00</i>	<i>Funds will be used to purchase 6 Coax Termination Kits students will use to terminate coax.</i>

State of Oklahoma
 ARPA SLFRF Project Funding Review
 Template
Broadband Training

<i>FOA Reference Books</i>	<i>\$1,030.00</i>	<i>Funds will be used to purchase FOA reference books on fiber optics that contains a series of 9 books.</i>
<i>Underground Splice Kits</i>	<i>\$600.00</i>	<i>Funds will be used to purchase 15 underground splice kits. Underground splice kits are used to splice together a fiber break or connection underground. They are waterproof and provide a permanent solution to fiber breaks and connections. Students will learn how to use these devices to properly splice together cable with this supply.</i>
<i>Fiber Optic Cable - Indoor M/M</i>	<i>\$800.00</i>	<i>Funds will be used to purchase 2 multimode fiber optic cables which will be used in the classroom for students to practice fiber termination and splicing and handling of short-range multimode fiber optic cable. This cable is used for all of the labs.</i>
<i>Fiber Optic Cable - Direct Bury M/M</i>	<i>\$800.00</i>	<i>Funds will be used to purchase 2 direct bury fiber optic cables. This supply is for use in the classroom for student to practice fiber termination, splicing and handling of short-range multimode fiber optic cable. This is a direct bury fiber that is handled differently than in-house fiber. This cable is used for all of the labs.</i>
<i>Fiber Optic Cable - Direct Single Mode</i>	<i>\$800.00</i>	<i>Funds will be used to purchase 2 direct single mode fiber optic cables. This supply is used to show how to handle and properly terminate long-range single-mode off-premises fiber optic cable used to go many miles. Students will properly route, terminate and light up this cable during their labs.</i>
<i>Mule Tape</i>	<i>\$140.00</i>	<i>Funds will be used to purchase 2 packages of mule tape. This is a common supply used to pull direct bury fiber optic cable through a conduit. Students will become familiar with the use of this pull cable, how to properly feed it through</i>

State of Oklahoma
 ARPA SLFRF Project Funding Review
 Template
Broadband Training

		<i>conduit, and pull the cable through a cable duct.</i>
<i>Fiber Duct/Conduit</i>	<i>\$1500.00</i>	<i>Funds will be used to purchase 1 package of fiber duct/conduit. This supply is fiber optic duct that is used to hold fiber optic cable between pull points such as an in-ground pull box or into a network hut. Students will learn how to properly fish pull rope through the conduit and connect it to pull boxes to simulate a common industry fiber connection.</i>
<i>Coax Connectors</i>	<i>\$105.00</i>	<i>Funds will be used to purchase 3 packages of 75 coax connectors for students to practice making coax cables</i>
<i>Coax Cable</i>	<i>\$400.00</i>	<i>Funds will be used to purchase 2 boxes with 1000 feet of coax cable in each box for students to practice making coax cables.</i>
<i>Coax Testers</i>	<i>\$2000.00</i>	<i>Funds will be used to purchase 1 coax adapter set for OTDR testing equipment to test coax cables.</i>

Other funding identified by applicant (non-SLFRF, matching funds, SLFRF from other sources, private, etc.):
 Mid-America Technology Center will provide all administrative support for the broadband training program.

What goods or services will you need to complete this project?
 Mid-America Technology Center will use funds for the purpose of training broadband installation technicians, low voltage workers and customer service representatives. Mid-America Technology Center will make purchases in support of this training to include curriculum, salaries and equipment. Examples of equipment to be purchased include bucket trucks; trackhoes; splicers; fiber optic equipment to bury or hang fiber; trenching machines; truck driving simulator; poles for hanging fiber; refractometers; scopes; tools for indoor installation both on single family structures and multi-family structures; etc.

Have you identified competitive bidding procedures to be utilized to procure the necessary goods or services?

Mid-America Technology Center complies with Oklahoma School Law for all purchases including those goods or services required to be competitively bid.

Project Timeline (all projects must expend funds before December 31, 2026) identifying anticipated start date, completion date, and any milestone date goals.

As soon as funding is approved, Mid-America Technology Center will begin securing the necessary curriculum and equipment to begin broadband training. Class schedules will be developed, and the first classes will be held in the fall of 2024. All expenditures will be made for this project before December 31, 2026.

How many Oklahomans will benefit from this project?

While countless Oklahomans can benefit from the results of this project, primarily individuals living in the rural and suburban areas of our state will reap the greatest benefit from this project. Mid-America Technology Center's district is comprised of only rural and suburban areas. According to the United States Census Bureau (2023), our service area includes the following counties with population estimates as of July 1, 2022: McClain County, 45,306 and Garvin County, 25,713. In addition, we serve portions of Cleveland, Grady, Murray, and Pottawatomie Counties. The number of Oklahomans who will benefit from this project is at least 70,000 Oklahomans. We will train approximately 16 students per year to provide qualified broadband technicians to companies within our district that provide fiber installation and maintenance.

What is the potential return on investment for this project? Data for our district %?

Our district serves at least 70,000 people. It is estimated that 48% of our rural residents, which is approximately 33,600 people in our district, have access to a broadband connection which is significantly lower than the 74% national level. Fifty to seventy-five percent of the population in McClain County (22653 - 33979) do not have broadband access. In Garvin County, fifteen to fifty percent of the population (3856 – 12856) do not have broadband access.

To help meet the need for broadband access, we will provide 10 months of training to approximately 16 students. At least 13 students will become employed at approximately \$48,000 per year for a total of \$624,000 in new earnings injected into the local economy. The potential return on investment from these new earnings is approximately 30.8% and will increase the number of people who have access to broadband by providing qualified broadband technicians to the workforce.

Project Description to include impact of COVID-19, intended impact of project, and general description of services.

If there is one thing that COVID-19 has taught us is that being connected to others through broadband is extremely important. We saw this through our schools with an increased demand for virtual learning as well as individuals working from home. This project stands to impact many Oklahomans, especially in the rural and suburban areas, in helping solve their limited access issues.

This project will allow Mid-America Technology Center to train approximately 16 broadband technicians annually, providing our local broadband industry with qualified employees. The projected ROI is 30.8%, with \$624,000 in new earnings injected into the local economy, allowing us to meet the increased demand for qualified broadband technicians and allowing for increased access to broadband services for people living in our district. We will provide 10 months of training to approximately 16 students that will include training on fiber and wireless installation and training for CDL licensure. We will provide training to develop a workforce that can bury, hang, and service broadband infrastructure.

Reporting and Planning

Which Expenditure Category should this project be reported under? (See Appendix A)
[Expenditure Category 2.10 – Assistance to Unemployed or Underemployed Workers](#)

__KH__ Initial here to confirm that you understand you will be a subrecipient and required to comply with federal compliance, reporting, and contract requirements, including the Uniform Guidance ([2 CFR Part 200](#)). Among other requirements of the Uniform Guidance, you are confirming that you have:

- A financial management system capable of separately tracking individual Federal programs, and providing accurate, current, and complete information
- Written procedures regarding compensation and benefits, procurement (including a conflict-of-interest policy), and allowability of costs
- Established and will maintain effective internal controls over each Federal award to provide reasonable assurance that such awards are managed in compliance with Federal statutes, regulations, and the terms and conditions of the award

__KH__ Initial here to confirm understanding that subrecipients expending more than \$750,000 total in Federal funds during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements.

Does your organization plan to expend \$750,000 or more in Federal funding in a single fiscal year when accounting for this request and any other federal awards you receive?

Yes.

What are the performance indicators (inputs, outputs, and outcomes) that this project will track to capture impact?

Mid-America Technology Center will create a Broadband Technician course to meet industry specific needs. With broadband expansion being a relatively new priority of the state, we know that the numbers of workers needed will only increase. We see this need reaching the thousands very quickly. By working closely with business and industry on

the local level, our students will complete their training with very specific, high-quality training that is exactly what is needed in the broadband field.

We will look at enrollment data including the number of students enrolling, number of students certified, number of students successfully completing the program, and number of students with positive and related placement.

Please provide an outline/brief summary of your performance management plan. Mid-America Technology Center will track and report exact inputs, outputs, and outcomes for the duration of the program and all the performance measures will be subject to regular audits by the Oklahoma Department of Career and Technology Education. Using CTIMS, we will look at enrollment data including the number of students enrolling, number of students certified, number of students successfully completing the program, and number of students with positive and related placement.

Please provide an outline/brief summary of your community engagement or outreach plan. Mid-America Technology Center will engage in comprehensive promotional activities to promote broadband training include but not limited to: social media, website highlights, and in-person informational workshops in partnership with employers.

Please explain how non-English speaking constituents will be able to benefit from this program.

Promotional activities and training programs will be provided to non-English speaking communities in the same manner as existing CareerTech offerings where translations and/or translators are used to ensure the success of all communities served.

Capital Expenditure Requirements

Definitions: *Per the Uniform Guidance, the term “capital expenditures” means “expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.” Equipment with a useful life of more than one year and a per-unit acquisition cost greater or equal to \$5,000 is considered a capital expenditure.*

Does your project include a capital expenditure? If yes, is the total capital expenditure greater than \$1 million?

Yes, our project includes a capital expenditure. No, the total capital expenditure is not more than \$1 million.

State of Oklahoma
ARPA SLFRF Project Funding Review
Template
Broadband Training

Do you or your team have prior experience in administering capital expenditure projects? If yes, briefly describe your years of experience. Please list details on project scope and size, as well as any relevant experience in handling capital expenditure projects.

Mid-America Technology Center has an excellent team of procurement and finance professionals who have experience in managing federal grants. For FY 2022, Mid-America Technology Center's federal grant budget was \$917,655.53.

Our Superintendent has 10 years' experience in administering capital expenditure projects, and our Finance Manager has 18 years' experience in administering capital expenditure projects. Our Director of Instruction has 2 years' experience in administering capital expenditure projects.

Mid-America Technology Center is currently in the process of beginning construction on our campus and have had a new building constructed and completed in 2020. We purchase new equipment for our programs every year. We have competent procurement, finance, facilities, and asset management staff capable of managing this project.

 KH Initial here to confirm that you have reviewed and understand provisions of the US Treasury Final Rule regarding the use of State and Local Recovery Funds for capital expenditure, including the requirement to complete a written justification, including an alternatives analysis for capital expenditures of more than \$1 million in SLRF funds. See 87 Fed. Reg. 4450, Sec. 35.6(b)(3)(ii)(E)(4)(January 27, 2022) (summary: Appendix B)

 KH Initial here to confirm that you agree to complete and meet the substantive requirements of a written justification for capital expenditure projects, where capital expenditures are greater than \$1million.

 KH Initial here to confirm that you have read and understand fully the real property provisions, laid out under 2 CFR 200, specifically, 2 CFR 200.310 – 2 CFR 200.316 and 2 CFR 200.330.

 KH Initial here to confirm that you have undertaken due diligence to ensure that the project will comply with all applicable federal and state laws, and including, but not limited to, environmental, siting and permitting laws and regulations.

 KH Initial here to confirm you would be able to provide information regarding required programmatic data upon request (pg. 27-33, US Treasury State and Local Fiscal Recovery Funds Compliance and Reporting Guidance version 4.0)

Public Health and Negative Economic Impact Requirements

Please complete this section if your project falls into Expenditure Categories 1 (Public Health), 2 (Negative Economic Impacts), or 3 (Public Health-Negative Economic Impact: Public Sector Capacity). U.S. Treasury requires the State of Oklahoma to submit short responses (max 250 characters) to these questions for each applicable project.

Please describe the structure and objectives of the assistance program(s), including public health or negative economic impact experienced.

This project aims to increase broadband access to citizens living in our district, provide industry with qualified employees, and provide students with a quality education as a broadband technician. If there is one thing that COVID-19 has taught us is that being connected to others through broadband is extremely important. We saw this through our schools with an increased demand for virtual learning as well as individuals working from home. This project stands to impact many Oklahomans, especially in the rural and suburban areas, in helping solve their limited access issues.

Our district serves at least 70,000 people. It is estimated that 48% of our rural residents, which is approximately 33,600 people in our district, have access to a broadband connection which is significantly lower than the 74% national level. Fifty to seventy-five percent of the population in McClain County (22653 - 33979) do not have broadband access. In Garvin County, fifteen to fifty percent of the population (3856 – 12856) do not have broadband access.

To help meet the need for broadband access, we will provide 10 months of training to approximately 16 students. At least 13 students will become employed at approximately \$48,000 per year for a total of \$624,000 in new earnings injected into the local economy. The potential return on investment from these new earnings is approximately 30.8% and will increase the number of people who have access to broadband by providing qualified broadband technicians to the workforce.

Mid-America Technology Center will create a Broadband Technician course to meet industry specific needs. With broadband expansion being a relatively new priority of the state, we know that the numbers of workers needed will only increase. We see this need reaching the thousands very quickly. By working closely with business and industry on the local level, our students will complete their training with very specific, high-quality training that is exactly what is needed in the broadband field.

Please describe how this project's response is related and reasonably proportional to a public health or negative economic impact of COVID-19.

This project will address the need for qualified broadband technicians to install broadband in rural and suburban areas, which are the areas most in need of broadband access. By providing students with training in the broadband industry, the potential return on investment is approximately 30.8% and will increase the number of people with broadband access by providing qualified broadband technicians to the workforce. The need for broadband access will only increase as the demand for connectivity increases in the business and education sectors. As this demand increases, increased numbers of broadband technicians will be needed to install and maintain broadband connections. We will help meet this demand by providing qualified employees for the broadband industry.

Workforce and Job Training Requirements

Please complete this section if your project involves providing worker retention incentives; hiring or re-hiring public sector staff; or providing job training assistance, including tuition assistance.

Does your project include public sector worker retention incentives?

The Final Rule specifies that retention incentives will be presumed to be reasonable if the incentives are below 25% of the rate of base pay for an individual employee, or below 10% for a group or category of employees. Further, you must be able to substantiate and document that the employees were likely to leave employment in the absence of the retention incentive.

If your project will include worker retention incentives, describe how you will meet the substantiation requirements and provide calculations showing that your proposed incentives will not exceed the limits in the Final Rule.

Enter Answer to the Above Question Here

Does your project involve hiring or re-hiring public sector staff?

The Final Rule permits the re-hiring of staff for pre-pandemic positions that were unfilled or eliminated due to the pandemic. Alternately, in recognition of historic underfunding of public sector employment, the Final Rule allows a recipient to increase the number of staff by hiring above the pre-pandemic baseline level, up to 7.5%. If you intend to increase staff above the pre-pandemic baseline, complete the calculation below to show your proposed hiring does not exceed 7.5% of baseline levels.

- **Step One:** Identify your budgeted FTE level on January 27, 2020. This includes all budgeted positions, filled and unfilled. This is called the *pre-pandemic baseline*.
- **Step Two:** Multiply the *pre-pandemic baseline* by 1.075 (that is, 1 + *adjustment factor*). This is called the *adjusted pre-pandemic baseline*.
- **Step Three:** Identify your budgeted FTE level on March 3, 2021, which is the beginning of the period of performance for SLFRF funds. You may, but are not required to, exclude FTEs dedicated to responding to the COVID–19 public health emergency. This is called the *actual number of FTEs*.

- **Step Four:** Subtract the *actual number of FTEs* from the *adjusted pre-pandemic baseline* to calculate the number of FTEs that can be hired and covered by SLFRF.

Note: This analysis may be performed on a government-wide basis, or for an individual department, agency or authority.

Enter Answer to the Above Question Here

Does your project include job training assistance, such as tuition assistance, subsidized employment, or combined education and job training programs?

The Final Rule allows ARPA/SLRF funding to be used for job training assistance to individuals who are unemployed or who are currently employed but are seeking to move to a job that provides better opportunities for economic advancement, such as higher wages or more opportunities for career advancement.

The final rule maintains the definition of eligible beneficiaries, which is aligned with the Bureau of Labor Statistics' definitions of unemployed workers and other labor underutilization, using a common definition that incorporates a broad group of individuals both unemployed or whose skills are otherwise underutilized in the labor market.

Please describe how you will ensure and document that job training assistance is provided only to unemployed or underemployed workers.

Enter Answer to the Above Question Here

Aid to Impacted Industries Requirements

Please complete this section if your project is categorized as Expenditure Category 2.36 "Aid to Other Impacted Industries"

Did the industry experience employment loss of at least 8% nationally? If yes, please show your calculation as described below. Per the Final Rule, an industry is presumed to be impacted by the public health emergency if the industry experienced employment loss of at least 8%.

To perform this calculation, compare the number of employees in the industry in the three months before the pandemic's most severe impacts with the latest data as of the final rule release. (i.e., compare the three-month average of seasonally-adjusted data from December 2019, January 2020, and February 2021 with the three-month average of seasonally-adjusted data from September 2021, October 2021, and November 2021). The data to inform this calculation is available from the Bureau of Labor Statistics.

Enter Answer to the Above Question Here

If the industry did not experience employment loss of at least 8%, please demonstrate how, in the totality of relevant national major economic indicators, the industry is experiencing comparable or worse economic impacts when compared to the tourism, travel, and hospitality industries, as a result of the public health emergency. Example economic indicators include gross output, GDP, net profits, employment levels, and projected time to restore employment back to pre-pandemic levels.

Enter Answer to the Above Question Here

Risk Assessment

 KH Initial here to confirm your understanding that 2 CFR Part 200.206 requires the State to perform a risk assessment of applicants focusing on items such as financial stability, management systems and standards, history of performance, audit reports and findings, and ability to implement programs.

 KH Initial here to confirm your understanding that 2 CFR Part 200.206 requires any subrecipient that subgrants State and Local Recovery Funds provided by the State of Oklahoma for this project to its own subrecipients to perform a risk assessment of those potential subrecipients for financial stability, management systems and standards, history of performance, audit reports and findings, and ability to implement programs.

Will you be administering the project? If so, describe your prior experience administering federal or state grants. How many years of experience do you have? If not, who will be administering and what is their prior experience?

Karen Hemmerling will be administering the project. She has 1 ½ years experience in administering federal and state grants, including Perkins V, TCTW, ISRR: Other, and other state grants.

What administrative costs do you expect to incur from the funds requested? (Expressed as a percentage or an amount). Does your organization have a Negotiated Indirect Costs Rate Agreement (NICRA) established with a federal agency?

While Mid-America Technology Center does have a federally negotiated indirect cost rate, MATC has opted to not apply this rate or charge any administrative costs to this project.

Have you successfully completed a similar project in the past?

If yes, how many years of experience do you have in completing projects similar in scope and size?

Mid-America Technology Center has completed many projects having federal awards as well as non-federal grants and is equipped to monitor such funds.

Our Superintendent has 10 years' experience in administering grants and contracts and conducting on-site monitoring of Perkins V, TCTW, CARES Act HEERF Grant, and other

miscellaneous grants and contracts throughout the years. The Finance Manager has 18 years' experience in administering federal grants and contracts, including Perkins V, TCTW, CARES Act HEERF Grant, and other miscellaneous grants and contracts throughout the years.

Has your organization or entity been administratively responsible for expending, monitoring and compliance reporting for other pandemic relief funds?

If yes, how much funding was received by your organization or entity?

Yes. Mid-America Technology Center received HEERF funds totaling over \$640,000.

Does your organization receive other Federal Funding?

If yes, please describe the type of funding (i.e., federal agency grant source, specific grant description etc.). How many years of experience does your organization have with other Federal funding and the corresponding federal grant requirements, including the Uniform Guidance.

Yes.

Mid-America Technology Center is the primary recipient of several federal grants.

- U. S. Department of Education: Carl Perkins Strengthening Career and Technical Education for the 21st Century Act; \$128,478.00 award for FY 2022 (Mid-America Technology Center has administered this federal grant for more than 20 years)
- U. S. Department of Education: Carl Perkins Strengthening Career and Technical Education for the 21st Century Act; \$159,670.00 award for FY 2023 (Mid-America Technology Center has administered this federal grant for more than 20 years)
- U. S. Department of Education: Pell Grants; \$310,000.00 award for FY 2023
- U. S. Department of Education: Supplemental Perkins Grant TCTW \$35,000 award for FY 2023
- U. S. Department of Education: Supplemental Perkins Grant ISRR: Other \$35,000 award for FY 2023

Is your proposal a pre-existing project or program?

If yes, how much funding has already been committed to the project? Please describe any other assets that have been committed to the project.

This is a new project for Mid-America Technology Center based on industry needs.

Does your organization have a record retention policy, procedure, and/or system to comply with the federal requirement to retain records for 5 years? If yes, please describe. If no, how do you plan to develop a record retention policy, procedure, and/or system?

Yes. Mid-America Technology Center follows the Records Management Act for record retention and maintains a records disposition schedule as required by this Act. Mid-America Technology Center complies with all federal requirements to retain records for 5 years.

-Is your organization registered in SAM.gov? If yes, please provide the DUNS and unique entity identifier (UEI).

Yes, Mid-America Technology Center is registered in SAM.gov with the DUNS #081407199 and UEI #JDL5ZX9M71Q5

Monitoring & Internal Controls

Has your organization ever been subject to an audit or state or federal monitoring in the last three years? If yes, describe and provide reports.

Mid-America Technology Center is audited by a local auditor and the report is sent to ODCTE every year. Please see attached reports.

Karen Hemmerling has performed a review of Perkins V, ISRR: Other, and TCTW grants. Please see attached reports.

Describe all of the internal controls that will be used to ensure use of funds is consistent with State and Local Fiscal Recovery Funds regulations. (e.g., written policies and procedures, standard of conduct, etc.)

Mid-America Technology Center will complete the ARPA Project Funding Template and adhere to all terms and conditions of the award. Careful records will be kept of purchases through our Trends system where all funds are subject to approval protocols and Board approval. Invoices will be turned in to ODCTE for reimbursement.

Does your organization utilize a financial management system? Would that same system be used to monitor/ track/ report projects financial compliance? If yes, please describe your accounting software and financial management system.

Mid-America Technology Center uses an in-depth coding structure to track expenditures including fiscal year, class fund, CFDA #, account code, operating unit, sub-account and program code. Mid-America Technology Center uses the Oklahoma Cost Accounting System to track revenue and expenditures.

Will this project distribute sub-grants or funds to beneficiaries (households, individuals, small businesses, non-profits, etc.)? If you plan to distribute these funds, what internal controls will be in place for eligibility determination to ensure funds are distributed in compliance with the U.S. Treasury Final Rule guidelines?

Mid-America Technology Center will not sub-grant these funds to beneficiaries such as households, individuals, small businesses, or non-profits.

Please provide the job titles and years of experience for individuals who would be responsible for monitoring compliance.

State of Oklahoma
ARPA SLFRF Project Funding Review
Template
Broadband Training

Michael Eubank, Superintendent with 10 years' experience in monitoring compliance

Terri Hays, Finance Manager, with 18 years' experience in monitoring compliance

Karen Hemmerling, Director of Instruction, with 2 years' experience in monitoring compliance

Other Project Questionnaire Information

In which county is your organization headquartered?

McClain County

In 100 words or less, please describe any evidence or sources that validate the interventions proposed in your project or program.

It is estimated that 48% of our rural residents have access to a broadband connection which is significantly lower than the 74% national level. Training a workforce in broadband installation and servicing will ultimately bring Oklahoma rural residents closer to or above the national average.

Describe communities or vulnerable populations, including those that have been disproportionately impacted, that will benefit from this project. Include details on how this community was impacted by the pandemic.

COVID-19 has resulted in the increased demand for virtual learning as well as individuals teleworking from home. This demand has clearly demonstrated the access issues that many rural and suburban areas of Oklahoma face. Our ability to train technicians in broadband deployment stands to greatly improve access for rural and suburban Oklahomans.

Which counties would be most impacted by this project or program?

McClain, Garvin, Cleveland, Grady, Murray, and Pottawatomie counties

Will this project support qualified census tracts?

Yes

If so, please identify which qualified census tracts will be impacted.

Cleveland - 200100, 2002.00, 2006.02, 2006.03, 2006.04, 2011.02, 2021.01, 2012.04, 2012.05, 2013.02, 2013.03

Pottawatomie - 5002.00, 5004.00

Are matching funds or co-investment available from other organizations (philanthropic, local governments, other) that are interested in this project?

No – other organizations were not approached for funding.

In 50 words or less, tell us which organizations have agreed to match or co-invest funds or have promised in-kind work and tell us what kind of organization they represent (business interest, non-profit, municipal agency, state agency, individual, etc.)

In total, how many dollars have outside organizations financially committed to this project? Alternatively, describe any other assets that have been committed to the project or program.

Mid-America Technology Center is committed to the training of a workforce that can install and service broadband for Oklahoma. In this effort, additional and unforeseen costs will be incurred by Mid-America Technology Center to support this effort. Administrative costs such as human resource, financial, information technology, etc. will be incurred. These costs will be considered in-kind by Mid-America Technology Center.

After initial funding from the state, would this project be able to continue operation, or would ongoing investment be required?

Mid-America Technology Center will continue to offer broadband training as long as there is a demand for it.

If not able to continue operations without additional State general fund appropriations, describe the amount of additional funding, the period of time such additional state funding would be required and potential alternative sources for the additional funding.

Additional state general fund appropriations in support of broadband training is not foreseen at this time.

Will this project bring revenue to the state or impacted communities?

The training of broadband technicians will address access needs for many Oklahomans, allowing them to gain or retain employment through working virtually.

If yes, how much revenue may be generated by this project annually, over the next five years?

To help meet the need for broadband access, we will provide 10 months of training to approximately 16 students. At least 13 students will become employed at approximately \$48,000 per year for a total of \$624,000 annually in new earnings injected into the local economy over the next five years. The potential return on investment from these new earnings is approximately 30.8% and will increase the number of people who have access to broadband by providing qualified broadband technicians to the workforce.

Appendix A: Expenditure Categories

*Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions

^Denotes areas where recipients must report on whether projects are primarily serving disproportionately impacted communities.

Additional programmatic data and justifications required for projects in Public Health and Negative Economic Impact categories (EC 1.1-3.5) and projects with Capital Expenditures. See details below table 7.

Table 1: Public Health

Section	Public Health	
	COVID-19 Mitigation & Prevention	
1.1	COVID-19 Vaccination ^	
1.2	COVID-19 Testing ^	
1.3	COVID-19 Contact Tracing^	
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, Child care facilities, etc.)*^	
1.5	Personal Protective Equipment^	
1.6	Medical Expenses (including Alternative Care Facilities)^	
1.7	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)^	
1.8	COVID-19 Assistance to Small Businesses^	➤ Number of small businesses served (by program if recipient establishes multiple separate small businesses assistance programs)

Section	Public Health	
1.9	COVID 19 Assistance to Non-Profits^	<ul style="list-style-type: none"> ➤ Number of Non-Profits served (by program if recipient establishes multiple separate non-profit assistance programs)
1.10	COVID-19 Aid to Impacted Industries^	<ul style="list-style-type: none"> ➤ If aid is provided to industries other than travel, tourism, and hospitality (EC 2.36), describe if the industry experienced at least 8 percent employment loss from pre-pandemic levels, or the industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the final rule, and rationale for providing aide to the industry ➤ For each subaward: <ul style="list-style-type: none"> ○ Sector of employer (Note: additional detail, including list of sectors, to be provided in the user guide posted to www.treasury.gov/SLFRP) ○ Purpose of funds (e.g., payroll support, safety measure implementation)
Community Violence Interventions		
1.11	Community Violence Interventions*^	
Behavioral Health		
1.12	Mental Health Services*^	
1.13	Substance Use Services*^	
Other		
1.14	Other Public Health Services^	

Table 2: Negative Economic Impacts

Section	Negative Economic Impact	
Assistance to Households		
2.1	Household Assistance: Food Programs*^	➤ Number of households served (by program if recipient establishes multiple separate household assistance programs)
2.2	Household Assistance: Rent, Mortgage, and Utility Aid*^	
2.3	Household Assistance: Cash Transfers*^	
2.4	Household Assistance: Internet Access Programs*^	
2.5	Household Assistance: Paid Sick and Medical Leave^	
2.6	Household Assistance: Health Insurance*^	
2.7	Household Assistance: Services for Un/Unbanked*^	
2.8	Household Assistance: Survivor's Benefits^	
2.9	Unemployment Benefits or Cash Assistance to Unemployed Workers*^	
2.10	Assistance to Unemployed or Underemployed Workers (e.g. job training, subsidized employment, employment supports or incentives)*^	
2.11	Healthy Childhood Environments: Child Care*^	
2.12	Healthy Childhood Environments: Home Visiting*^	

Section	Negative Economic Impact	
2.13	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System*^	
2.14	Healthy Childhood Environments: Early Learning*^	<ul style="list-style-type: none"> ➤ The National Center for Education Statistics (“NCES”) School ID or NCES District ID. List the School District if all schools within the school district received some funds. If not all schools within the school district received funds, list the School ID of the schools that received funds. These can allow evaluators to link data from the NCES to look at school-level demographics and, eventually, student performance.
2.15	Long-term Housing Security: Affordable Housing*^	
2.16	Long-term Housing Security: Services for Unhoused Persons*^	
2.17	Housing Support: Housing Vouchers and Relocation Assistance for Disproportionately Impacted Communities*^	
2.18	Housing Support: Other Housing Assistance*^	
2.19	Social Determinants of Health: Community Health Workers or Benefits Navigators*^	
2.20	Social Determinants of Health: Lead Remediation*^	
2.21	Medical Facilities for Disproportionately Impacted Communities^	

Section	Negative Economic Impact	
2.22	Strong Healthy Communities: Neighborhood Features that Promote Health and Safety [^]	
2.23	Strong Healthy Communities: Demolition and Rehabilitation of Properties [^]	
2.24	Addressing Educational Disparities: Aid to High-Poverty Districts [^]	<ul style="list-style-type: none"> ➤ The National Center for Education Statistics (“NCES”) School ID or NCES District ID. List the School District if all schools within the school district received some funds. If not all schools within the school district received funds, list the School ID of the schools that received funds. These can allow evaluators to link data from the NCES to look at school-level demographics and, eventually, student performance.
2.25	Addressing Educational Disparities: Academic, Social, and Emotional Services* [^]	
2.26	Addressing Educational Disparities: Mental Health Services* [^]	
2.27	Addressing Impacts of Lost Instructional Time [^]	
2.28	Contributions to UI Trust Funds [^]	
	Assistance to Small Businesses	
2.29	Loans or Grants to Mitigate Financial Hardship [^]	<ul style="list-style-type: none"> ➤ Number of small businesses served (by program if recipient establishes multiple separate small businesses assistance programs)
2.30	Technical Assistance, Counseling, or Business Planning* [^]	
2.31	Rehabilitation of Commercial Properties or Other Improvements [^]	
2.32	Business Incubators and Start-Up or Expansion Assistance* [^]	
2.33	Enhanced Support to Microbusinesses* [^]	

Section	Negative Economic Impact	
Assistance to Non-Profits		
2.34	Assistance to Impacted Nonprofit Organizations (Impacted or Disproportionately Impacted)^	➤ Number of Non-Profits served (by program if recipient establishes multiple separate non-profit assistance programs)
Aid to Impacted Industries		
2.35	Aid to Tourism, Travel, or Hospitality^	➤ If aid is provided to industries other than travel, tourism, and hospitality (EC 2.36), describe if the industry experienced at least 8 percent employment loss from pre-pandemic levels, or the industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the final rule, and rationale for providing aide to the industry
2.36	Aid to Other Impacted Industries^	➤ For each subaward: <ul style="list-style-type: none"> ○ Sector of employer (Note: additional detail, including list of sectors, to be provided in the user guide posted to www.treasury.gov/SLFRP) ○ Purpose of funds (e.g., payroll support, safety measure implementation)
Other		
2.37	Economic Impact Assistance: Other*^	

Table 3: Services to Disproportionately Impacted Communities

Section	Public Sector Capacity	
	General Provisions	
3.1	Public Sector Workforce: Payroll and Benefits for Public Health, Public Safety, or Human Services Workers	➤ Number of government FTEs responding to COVID-19 supported under this authority
3.2	Public Sector Workforce: Rehiring Public Sector Staff	➤ Number of FTEs rehired by governments under this authority
3.3	Public Sector Workforce: Other	
3.4	Public Sector Capacity: Effective Service Delivery	
3.5	Public Sector Capacity: Administrative Needs	

Table 4: Premium Pay

Section	Premium Pay	
4.1	Public Sector Employees	<ul style="list-style-type: none"> ➤ List of sectors designated as critical to protecting the health and well-being of residents by the chief executive of the jurisdiction, if beyond those included in the final rule ➤ Number of workers to be served ➤ Employer sector for all subawards to third-party employers (i.e., employers other than the State, local, or Tribal government) ➤ For groups of workers (e.g., an operating unit, a classification of worker, etc.) or, to the extent applicable, individual workers, other than those where the eligible worker receiving premium pay is earning (with the premium pay included) below 150 percent of their residing state or county’s average annual wage for all occupations, as defined by the Bureau of Labor Statistics Occupational Employment and Wage Statistics, whichever is higher, on an annual basis; OR the eligible worker receiving premium pay is not exempt from the Fair Labor Standards Act overtime provisions ➤ Number of workers to be served with premium pay in K-12 schools
4.2	Private Sector: Grants to Other Employers	

Table 5: Infrastructure

Section	Infrastructure	
	Water and Sewer	
5.1	Clean Water: Centralized Wastewater Treatment	➤ See Final Rule and reporting guidance for details
5.2	Clean Water: Centralized Wastewater Collection and Conveyance	
5.3	Clean Water: Decentralized Wastewater	
5.4	Clean Water: Combined Sewer Overflows	
5.5	Clean Water: Other Sewer Infrastructure	
5.6	Clean Water: Stormwater	
5.7	Clean Water: Energy Conservation	
5.8	Clean Water: Water Conservation	
5.9	Clean Water: Nonpoint Source	
5.10	Drinking water: Treatment	
5.11	Drinking water: Transmission & Distribution	
5.12	Drinking water: Lead Remediation, including in Schools and Daycares	
5.13	Drinking water: Source	
5.14	Drinking water: Storage	
5.15	Drinking water: Other water infrastructure	

Section	Infrastructure	
5.16	Water and Sewer: Private Wells	
5.17	Water and Sewer: IIJA Bureau of Reclamation Match	
5.18	Water and Sewer: Other	
Broadband		
5.19	Broadband: “Last Mile” projects	➤ See Final Rule and reporting guidance for details
5.20	Broadband: IIJA Match	
5.21	Broadband: Other projects	

Table 6: Revenue Replacement

Section	Revenue Replacement	
6.1	Provision of Government Services	
6.2	Non-federal Match for Other Federal Programs	

Table 7: Administrative

Section	Administrative	
7.1	Administrative Expenses	
7.2	Transfers to Other Units of Government	

Additional Required Programmatic Data

Public Health and Negative Economic Impact (EC 1.1-3.5)

Collection to begin in April 2022

- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced
- Brief description of how a recipient’s response is related and reasonably and proportional to a public health or negative economic impact of COVID-19.18

Capital Expenditures (EC 1.1-3.5)

Collection began in January 2022, with additional optional fields to begin in April 2022; optional fields will become required in July 2022

- Does this project include a capital expenditure? (Collection began in January 2022)
- Total expected capital expenditure, including pre-development costs, if applicable (Collection began in January 2022)
- Type of Capital expenditure, based on the following enumerated uses (This field is optional in April 2022; required in July 2022)
 - COVID-19 testing sites and laboratories, and acquisition of related equipment
 - COVID-19 vaccination sites
 - Medical facilities generally dedicated to COVID-19 treatment and mitigation (e.g., emergency rooms, intensive care units, telemedicine capabilities for COVID-19 related treatment)

- Temporary medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs
- Acquisition of equipment for COVID-19 prevention and treatment, including ventilators, ambulances, and other medical or emergency services equipment
- Emergency operations centers and acquisition of emergency response equipment (e.g., emergency response radio systems)
- Installation and improvement of ventilation systems in congregate settings, health facilities, or other public facilities
- Public health data systems, including technology infrastructure
- Adaptations to congregate living facilities, including skilled nursing facilities, other long-term care facilities, incarceration settings, homeless shelters, residential foster care facilities, residential behavioral health treatment, and other group living facilities, as well as public facilities and schools (excluding construction of new facilities for the purpose of mitigating spread of COVID-19 in the facility)
- Mitigation measures in small businesses, nonprofits, and impacted industries (e.g., developing outdoor spaces)
- Behavioral health facilities and equipment (e.g., inpatient or outpatient mental health or substance use treatment facilities, crisis centers, diversion centers)
- Technology and equipment to allow law enforcement to efficiently and effectively respond to the rise in gun violence resulting from the pandemic
- Affordable housing, supportive housing, or recovery housing development
- Food banks and other facilities primarily dedicated to addressing food insecurity
- Transitional shelters (e.g., temporary residences for people experiencing homelessness)
- Devices and equipment that assist households in accessing the internet (e.g., tablets, computers, or routers)
- Childcare, daycare, and early learning facilities
- Job and workforce training centers
- Improvements to existing facilities to remediate lead contaminants (e.g., removal of lead paint)
- Medical equipment and facilities designed to address disparities in public health outcomes (includes primary care clinics, hospitals, or integrations of health services into other settings)
- Parks, green spaces, recreational facilities, sidewalks, pedestrian safety features like crosswalks, streetlights, neighborhood cleanup, and other projects to revitalize public spaces
- Rehabilitations, renovation, remediation, cleanup, or conversions of vacant or abandoned properties
- Schools and other educational facilities or equipment to address educational disparities

- Technology and tools to effectively develop, execute, and evaluate government programs
 - Technology infrastructure to adapt government operations to the pandemic (e.g., video-conferencing software, improvements to case management systems or data sharing resources), reduce government backlogs, or meet increased maintenance needs
- For recipients (other than Tribal governments) investing in projects with total expected capital expenditures for an enumerated eligible use of \$10 million or more, as well as projects with total expected capital expenditures for an “other” use of \$1 million or more, please provide a written justification (This field is optional in April 2022; required in July 2022) (See Appendix B)
- For projects with total expected capital expenditures of over \$10 million, provide labor reporting as outlined for infrastructure projects on pages 30 and 31 [of the reporting and compliance guidance]

Appendix B: Capital Expenditure Written Justification

For projects expending greater than or equal to \$1 million for capital expenditures, Treasury requires a written justification for the capital expenditure:

- **Description of the harm or need to be addressed.** Provide a description of the specific harm or need to be addressed and why the harm was exacerbated or caused by the public health emergency. Recipient may provide quantitative information on the extent and the type of harm, such as the number of individuals or entities affected.
- **Explanation of why a capital expenditure is appropriate.** For example, recipients should include an explanation of why existing equipment and facilities, or policy changes or additional funding to pertinent programs or services, would be inadequate.
- **Comparison of proposed capital project against at least two alternative capital expenditures and demonstration of why the proposed capital expenditure is superior.** Recipients should consider the effectiveness of the capital expenditure in addressing the harm identified and the expected total cost (including pre-development costs) against at least two alternative capital expenditures.