



Mohammed Choudhury
State Superintendent of Schools

January 13, 2023

Dr. Jeffrey A. Lawson
Superintendent
Cecil County Public Schools
201 Booth Street
Elkton, MD 21921

Dear Dr. Lawson:

Attached is Title I, Part A Federal Fiscal Year (FY2023) Notice of Grant Award Number 231261 for Cecil County Public Schools. This Notice of Grant Award reflects the 1st increment. The remaining portion of the Title I Part A funds will become available after December 1, 2022. The Maryland State Department of Education (MSDE) will issue an amended Notice of Grant Award that reflects the remaining amount allocated. Cecil County Public Schools will receive an initial grant award of \$1,318,189.00 to meet ongoing obligations for Title I, Part A. The remaining portion of the Title I, Part A funds will become available pending any adjustments at the federal level and approval of the Local ESEA Consolidated Strategic Plan. The Maryland State Department of Education (MSDE) will issue an amended Notice of Grant Award that reflects the remaining amount allocated.

Payments

Payments will be made to the grantee only if the financial and programmatic reporting requirements are met. Meeting reporting requirements entails submitting approvable reports to MSDE by the due dates. All funds must be obligated by September 30, 2024, and the Annual Financial Report must be submitted no later than November 30, 2024. All payments shall be made via RSTARs transfer or electronic payment. Please sign the assurance page and C-1-25 in blue ink or using an electronic signature application. Include it with your submission of the Every Student Succeeds Act (ESSA) Local ESSA Consolidated Strategic Plan.

Assessing Sub-awardee Risk

In evaluating the risk posed by each sub-awardee, MSDE considered the following areas: (1) Financial stability; (2) Quality of management systems and ability to meet the management standards prescribed in the Uniform Grants Guidance; (3) History of performance including the applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards; (4) Reports and findings from audits performed under Subpart F—Audit Requirements of this Part or the reports and findings of any other available audits; and (5) The sub-awardee's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

January 13, 2023

Page 2

Cecil County Public Schools

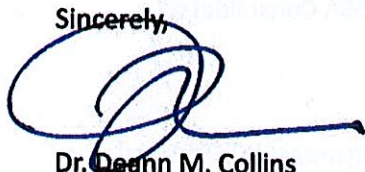
The MSDE evaluation tool contains 18 indicators that are used to assess sub-awardee risk based on the areas described above. Each indicator is considered independently and rated on a scale of 1-5. A composite score was derived by adding the total number of points from all rated indicators. The total was then divided by the number of risk factors. All scores were rounded to the nearest whole number. The average score on a scale of 1-5 is the level of risk for the entire grant. Sub-awardees with lower levels of potential risk (1-3) will have fewer special conditions than sub-awardees with higher levels of potential risk (4-5). Conditions specific to this grant are noted on the Notice of Grant Award.

Special conditions than sub-awardees with higher levels of potential risk (4-5). Conditions specific to this grant are noted on the Notice of Grant Award.

Per the Uniform Guidance, MSDE must notify the sub-awardee regarding the nature of the additional conditions; the reason why the additional conditions are being imposed; the nature of the action needed to remove the additional conditions, if applicable; the time allowed for completing the actions, if applicable, and the method for requesting reconsideration of the additional conditions imposed. Please note that special conditions will be promptly removed once the conditions that prompted them have been corrected. Attached to the letter you will find a Notice of Grant Award and the Explanation of Special Conditions for Title I, Part A Notice of Grant Award which provides the required information pertaining to your local school system.

We are sending a copy of this letter along with the other attached documents to your district-level point of contact responsible for administering the Title I program. If you have any questions concerning this grant notice or MSDE's process for determining levels of risk, please contact me directly at (410) 767-3646 or email deann.collins@maryland.gov.

Sincerely,



Dr. Deann M. Collins
Deputy Superintendent
Office of the Deputy Superintendent of Teaching and Learning

Enclosed: Notice of Grant Award
Explanation of Special Conditions for Title I, Part A FY 22 Risk Assessment

c: Anthony Petinga-Coordinator
Luke Dillon-MSDE
Shanna Edmond-MSDE

Explanation of Special Conditions for Title I, Part A FY 23 Notice of Grant Award (FAIN#S010A220020)

Date: January 13, 2023

MSDE Grant Number: 231261

Local School System	LSS Point of Contact
Cecil County	Anthony Petinga

MSDE Point of Contact	MSDE Contact Information
Luke Dillon	Phone: 410.767.0805 E-mail: luke.dillon@maryland.gov

The Maryland State Department of Education (MSDE) conducted a risk analysis prior to issuing this grant. This assessment is required under the Uniform Grants Guidance, 2 C.F.R. § 200. MSDE scored each of the following risk factors using a scale from 1-5. The higher the number, the greater the potential risk.

1. Number of open lines of funding in the sub-grantee's portfolio
2. Total amount of funding
3. Level of Complexity in administering the grant (NEW)
4. High level of complexity in administering the grant
5. Application and Award Required Documents
6. Delayed Implementation
7. Unallowable Actions and Expenditures (including changes in key personnel)- only possible rating is 5.
8. Late Reporting - Reports, Amendments, Deliverables (not including application and award signed documents noted earlier)
9. Low Spend-down Rate- only possible rating.
10. Refund Due- Under consideration, not rating outcomes at this time.
11. External Complaints
12. Audit Findings
13. Programmatic Review Required Actions- MSDE monitoring
14. Programmatic Change Requests (change in scope of project or objectives)
15. Program Deliverables (i.e. goals, objectives, and outcomes)-new not rating outcomes at this time
16. Change in Management
17. Use of Subcontractors/Vendors
18. Illegal activity-only possible rating is 5

The following areas have been identified as potential risk for the Federal FY 23 Title I, Part A Grant. (SY 2022-2023)

Cecil County has no areas of potential risk.

Indicator	Description	Score
1	How many open grant lines/funding are in the grantee's portfolio?	4
4	High level of complexity in administering the grant	2

Risk Level Rating

Risk Level 1	Risk Level 2	Risk Level 3	Risk Level 4	Risk Level 5	Risk Level 6
X					

Based on the areas of potential risk, MSDE has imposed the following conditions to the local school system's Federal fiscal year 23 Title I Part A grant, FAIN# S010A220020:

Cecil County's grant award is subject to the following **standard** conditions:
1 and is subject to the following additional conditions: (a) Program monitoring of program components and requirements; (b) mandatory attendance of the federal program grant manager/director at all MSDE technical assistance and administrative meetings pertaining to this federal program.

In order to remove the special conditions, a sub-awardee must demonstrate to MSDE that high-risk categories within the sub-awardee's control have been addressed, and therefore the score for those categories will have been reduced to such a level as to reflect an overall risk level of 1 or 2.

Please know that the special conditions on this grant will be promptly removed once the conditions that prompted them have been corrected. A sub-awardee may request a meeting with MSDE to discuss the special conditions, the reasons for the special conditions, or any topics pertaining to the conditions imposed on this grant.

MSDE will accept requests for reconsideration of special grant conditions. Please send a written request detailing the reason(s) why the sub-awardee disagrees with the risk level rating and the subsequent conditions to Shanna Edmond, Supervisor, Title I - Program Improvement and Family Support, 200 West Baltimore Street, Baltimore, Maryland, 21201 within 30 days of receipt of the award notification letter. MSDE will schedule a meeting at MSDE with the sub-awardee within 14 business days after the receipt of the letter to discuss the concerns. Following the meeting, MSDE will determine if some or all of the conditions will remain on the grant or removed from the grant.

If you have any questions about the risk assessment process or specific topics pertaining to the administration of this grant, please contact your MSDE point of contact person.

Maryland State Department of Education

NOTICE OF GRANT AWARD

Grant Name: Title I, Part A

Grant #: 231261

General Information

New Award or Amendment: New Award

Federal Employer ID #: 1526000923

UEI #: U3SRFASPGPM6

Amendment #: 0

Mail Code: 000

Organization Name: Cecil County Public Schools

Street Address: 201 Booth Street

Grant Period:

City & State: Elkton, MD

Zip+4: 21921-5618

Start Date: 7/1/2022

Program Manager: Anthony Petinga

End Date: 9/30/2024

Phone: 410-996-5400

Amount of Current Action: \$1,318,189.00

Amount Previously
Awarded this grant: \$0.00

Total Grant Award: \$1,318,189.00

MSDE Division Information:

Division Name: A0111 - Division of Curriculum, Assessment & Accountability

Program Manager: Deann Collins

Program Phone: 410-767-0651

Email: deann.collins@maryland.gov

Additional Information:

The grant award consists of and is subject to the mandatory Grant Provisions and acceptance of the Assurances and Federal Conditions on the attached sheets.

1. This is the First increment Notice of Grant Award awarded under Title I, Part A of the Elementary and Secondary Education Act of 1965, as amended by Public Law 107-110, and approves funding to carry out the programs and activities described in the local school system's approved 2022-2023 Title I Application.
2. This is a conditional grant award issued by MSDE to the Grantee contingent on MSDE's approval of the Grantee's application and budget. MSDE will provide final approval to the Grantee in writing. The Grantee may not incur any obligations against the Grant until MSDE provides final approval. MSDE reserves the right to reduce the final grant award based on its review of the Grantee's proposed budget and application.
3. This grant is also subject to the general and program certifications and assurances provided in the 2022 – 2023 Title I Application, 2023 Federal and State Grant Application and Other Reporting Requirements Guidance.
4. The grant period is from July 1, 2022 through September 30, 2024. Funds must be obligated by September 30, 2024 and liquidated by November 30, 2024. Under the "Tydings Amendment," section 421(b) of the General Education Provisions Act, 20 U.S.C. 1225(b), "any funds that are not obligated and expended during the period for which they were awarded become carryover funds and may be obligated and expended during the succeeding fiscal year."
5. The Annual Financial Report must be submitted no later than November 30, 2024.
6. Programmatic and budgetary changes or realignments must be pre-approved by MSDE. The grantee shall receive prior written approval from the MSDE for any budgetary realignment of \$1,000 or 15% of total object and/or total category of expenditures, whichever is greater. The grantee must support the request with reasons for the change. Budget amendments must be submitted at least 45 days prior to the end of the grant period.
7. A list of the expenditures related to the use of these funds shall be made available for inspection and audit by authorized representatives of the MSDE.
8. No payments shall be made to grantee if reporting requirements are not met. Meeting reporting requirements entails submitting an approvable report to the MSDE by the due date. Delinquent submission of reports could jeopardize receiving full funding against this grant. All requests for funds are due no later than the 15th of each month.
9. Special Conditions: This grant is subject to a pre-award assessment as required in the Federal Uniform Grants Guidance, 200.205-200.210. The risk level for this grant is 1 and is subject to the following additional conditions:
 - a) Program monitoring of program components and requirements.
 - b) Mandatory attendance of the Federal Program Grant Manager/Director at all MSDE technical assistance and administrative meetings pertaining to this federal program.

Federal Awarding Agency: U.S Department of Education

Passthrough Entity: Maryland State Department of Education

Note: MSDE does not pass-through funds related to federal Research and Development.

Federal Award Date: 7/1/2022

Federal Award Project Description:

Federal Award ID
Number (FAIN):

S010A220020

Latest Approved
Federal Indirect
Cost Rate:

2.00

Title I, Part A is a federal program that provides financial assistance to local school systems and schools with students impacted by poverty to support the academic achievement of disadvantaged students. In Maryland, all LEAs currently and historically have received Title I, Part A funding.

MSDE ACCOUNT CODE INFORMATION BY LINE:

Line #	PCA	AOBJ	Amount	Fund	State /Fed	Payment Schedule	CFDA #	CFDA or Sub program Name	Grant End Date	% Match Req	AFR Req
1	12013	1205	\$1,318,189.00	5013	F	(1) Mo	84.010	Title I, Part A	9/30/2024	0.00	Y
2											
3											
4											
5											
6											
7											
8											
9											

Stephanie Cochran

12/29/202
2

MSDE Program

Date



12/30/202
2

MSDE Assistant Superintendent / Office Head

Date

Jamail D. Harrison

1/4/2023

MSDE Financial Representative

Date



1/9/2023

MSDE Accounting Office

Date

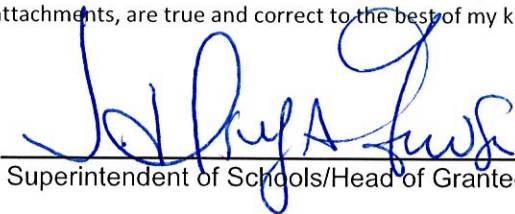
RECIPIENT ASSURANCES



By receiving funds under this grant award, I hereby agree, as grantee, to comply with the following terms and conditions:

1. Programs and projects funded in total or in part through this grant shall operate in compliance with State and federal statutes and regulations, including but not limited to the 1964 Civil Rights Act and amendments, the Code of Federal Regulations (CFR) 34, the Elementary and Secondary Education Act, Education Department General Administrative Regulations (EDGAR), the General Education Provisions Act (GEPA) and the Americans with Disabilities Act (ADA). Vendors, subgrantees, and/or consultants; including officers and employees shall comply with the Family Educational Rights and Privacy Act at all times (20 U.S.C. §1232g).
2. Grantee shall assure that its facilities are accessible to individuals with disabilities as required by the ADA and applicable regulations. The grantee shall not discriminate against individuals with disabilities in the provision of its services and programs unless to do so would be an undue burden or result in fundamental alteration in the program as those terms are used in the ADA and its implementing regulation. The State reserves the right to inspect the grantee's facilities at any time to determine if the grantee is in compliance with ADA. The grantee shall bear sole responsibility for assuring that its programs conform for the section 501c. of the ADA (42 USC 12201) as a bona fide benefit plan. To the extent allowed by laws of the State of Maryland and the opinions of the State Attorney General, and subject to an appropriation of funds by the Maryland General Assembly for the purpose contemplated in the paragraph, the grantee shall indemnify and hold the State harmless in any administrative proceeding or action brought pursuant to the ADA for all damages, attorneys' fees, litigation expenses and costs, if such action or proceeding arises from the acts of grantee, grantee's employees, agents or subgrantees relating thereto and rising out of or in connection with the negligent acts or omissions of the grantee under this agreement.
3. By accepting federal funds, the recipients certify that they have complied with Federal Executive Order 12549, Debarment and Suspension set forth in 2 CFR §180, and that, a signed Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion form has been filed with Maryland State Department of Education Project Monitor.
4. Grantee shall establish and maintain fiscal control, fund accounting procedures by fund, as set forth in 2 CFR §200 and in applicable statute and regulation. By accepting federal funds, the recipient agrees that the amount of the grant award is contingent upon the receipt of federal funds. Grantee shall retain all records of its financial transactions and accounts relating to this grant for a period of five years, or longer if required by federal regulation. Such records shall be made available for inspection and audit by authorized representatives of MSDE.
5. Entities expending federal funds of \$750,000 or more in a single fiscal year, must have an annual financial and compliance audit in accordance with 2 CFR Subpart F 200.500 et. seq.
6. The Maryland State Department of Education (MSDE) may, as it deems necessary, supervise, evaluate and provide guidance and direction to grantee in the conduct of activities performed under this grant. However, MSDE's failure to supervise, evaluate or provide guidance and direction shall not relieve grantee of any liability for failure to comply with the terms of the grant award.
7. Grantee shall adhere to MSDE reporting requirements, including the submission of all required reports. Failure to submit complete, accurate, and timely progress and final reports may result in the withholding of subsequent grant payments until such time as the reports are filed.
8. Grantee must receive prior written approval from the MSDE Program Monitor before implementing any programmatic changes with respect to the purposes for which the grant was awarded. Unless a division implements a stricter policy, grantee must receive prior written approval from the MSDE Program Monitor for any budgetary realignment of \$1,000 or 15% of total object, program or category of expenditure, whichever is greater. Grantee must support the request with the reason for the requested change. Budget realignments must be submitted at least 45 days prior to the end of the grant period.
9. Requests for grant extension, when allowed, must be submitted at least 45 days prior to the end of the grant period.
10. Grantee shall insure that programs and projects that offer web-based or technology based instructional products or programs which are funded in total or in part through this grant will operate in compliance with Section 508 of the Federal Rehabilitation Act of 1973 as amended and Section 7 -910 of the Education Article, Annotated Code of Maryland.
11. Grantee shall repay any funds that have been determined through the federal or State audit process to have been misspent, misapplied, or otherwise not properly accounted for, and further agrees to pay any collection fees that may subsequently be imposed by the federal and/or State government. The repayment may be made by an offset to funds that are otherwise due the grantee.

I further certify that all of the facts, figures and representations made with respect to the grant application and grant award, including exhibits and attachments, are true and correct to the best of my knowledge, information, and belief.



Superintendent of Schools/Head of Grantee Agency

2/14/23

Date