U.S. DEPARTMENT OF EDUCATION
BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS

OMB Control Number: 1894-0008
Expiration Date: 08/31/2020

Name of Institution/Organization

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel	$242,181					$242,181
2. Fringe Benefits	72,654					72,654
3. Travel						
4. Equipment	261,500					261,500
5. Supplies	657,000					657,000
6. Contractual	9,733,050					9,733,050
7. Construction						
8. Other	1,533,578					1,533,578
9. Total Direct Costs (lines 1-8)						
10. Indirect Costs *Enter Rate Applied ———						
11. Training Stipends						
12. Total Costs (lines 9-11)	$12,499,963					$12,499,963

***Indirect Cost Information** ***(To Be Completed by Your Business Office)*:**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? XX Yes ____ No.

(2) If yes, please provide the following information:
Period Covered by the Indirect Cost Rate Agreement: From: 10/01/2019 To: 09/30/2020 (mm/dd/yyyy)
Approving Federal agency: ____ ED XX Other (please specify): Dept of Interior The Indirect Cost Rate is 7.46 %

(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC? ____ Yes ____ No. If yes, you must comply with the requirements of 2 CFR § 200.414(f).

(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages? ____ Yes XX No. If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.

(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that: ___ Is included in your approved Indirect Cost Rate Agreement? Or ___ Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is _____%

(6) For Training Rate Programs (check one) -- Are you using a rate that: ____ Is based on the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4))? Or ____ Is included in your approved Indirect Cost Rate Agreement, because it is lower than the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4)).

Name of Institution/Organization	Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION B - BUDGET SUMMARY
NON-FEDERAL FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel						
2. Fringe Benefits						
3. Travel						
4. Equipment						
5. Supplies						
6. Contractual						
7. Construction						
8. Other						
9. Total Direct Costs (Lines 1-8)						
10. Indirect Costs						
11. Training Stipends						
12. Total Costs (Lines 9-11)						

SECTION C – BUDGET NARRATIVE (see instructions)

Instructions for ED 524

General Instructions

This form is used to apply to individual U.S. Department of Education (ED) discretionary grant programs. Unless directed otherwise, provide the same budget information for each year of the multi-year funding request. Pay attention to applicable program specific instructions, if attached. You may access the Education Department General Administrative Regulations cited within these instructions at: http://www.ed.gov/policy/fund/reg/edgarReg/edgar.html. You may access requirements from 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" cited within these instructions at: https://www.federalregister.gov/articles/2013/12/26/2013-30465/uniform-administrative-requirements-cost-principles-and-audit-requirements-for-federal-awards.

You must consult with your Business Office prior to submitting this form.

Section A - Budget Summary
U.S. Department of Education Funds

All applicants must complete Section A and provide a break-down by the applicable budget categories shown in lines 1-11.

Lines 1-11, columns (a)-(e): For each project year for which funding is requested, show the total amount requested for each applicable budget category.

Lines 1-11, column (f): Show the multi-year total for each budget category. If funding is requested for only one project year, leave this column blank.

Line 12, columns (a)-(e): Show the total budget request for each project year for which funding is requested.

Line 12, column (f): Show the total amount requested for all project years. If funding is requested for only one year, leave this space blank.

Indirect Cost Information: If you are requesting reimbursement for indirect costs on line 10 the indirect cost rate to be charged to the grant must be entered in the applicable field on line 10, and the following information is to be completed by your Business Office.

(1): Indicate whether or not your organization has an Indirect Cost Rate Agreement that was approved by the Federal government. If you checked "no," ED generally will authorize grantees to use a temporary rate of 10 percent of budgeted salaries and wages (**complete (4) of this section when using the temporary rate**) subject to the following limitations:

(a) The grantee must submit an indirect cost proposal to its cognizant agency within 90 days after ED issues a grant award notification; and

(b) If after the 90-day period, the grantee has not submitted an indirect cost proposal to its cognizant agency, the grantee may not charge its grant for indirect costs until it has negotiated an indirect cost rate agreement with its cognizant agency.

(2): If you checked "yes" in (1), indicate in (2) the beginning and ending dates covered by the Indirect Cost Rate Agreement. In addition, indicate whether ED, another Federal agency (Other) or State agency issued the approved agreement. If you check "Other," specify the name of the Federal or other agency that issued the approved agreement.

(3): If you check "no" in (1), indicate in (3) if you want to use the de minimis rate of 10 percent of MTDC (see 2CFR § 200.68). If you use the de minimis rate, you are subject to the provisions in 2 CFR § 200.414(f). Note, you may only use the 10 percent de minimis rate if you are a first-time Federal grant recipient, and you do not have an Approved Indirect Cost Rate Agreement. You may not use the de minimis rate if you are a State, Local government, or Indian Tribe, or if your grant is funded under a training rate or restricted rate program.

(5): If you are applying for a grant under a Restricted Rate Program (34 CFR 75.563 or 76.563), indicate whether you are using a restricted indirect cost rate that is included on your approved Indirect Cost Rate Agreement, or whether you are using a restricted indirect cost rate that complies with 34 CFR 76.564(c)(2). Note: State or Local government agencies may not use the provision for a restricted indirect cost rate specified in 34 CFR 76.564(c)(2). Check only one response. Leave blank, if this item is not applicable.

(6): For Training Rate Programs, ED regulations limit **non-governmental entities** to the recovery of indirect costs on training grants to the grantee's actual indirect costs, as determined by its negotiated rate agreement, or 8 percent of a MTDC, whichever is lower (see EDGAR § 75.562(c)(4)). The 8 percent limit also applies to cost-type contracts under grants, if these contracts are for training as defined in EDGAR § 75.562(a). If a **non-governmental entity** that receives a grant under a training grant program does not have an approved indirect cost rate and wants to recover indirect costs, it may use a temporary rate of 10 percent of budgeted direct salaries and wages, but it must submit an indirect cost rate proposal to its cognizant agency for indirect costs within 90 days after ED issues the GAN. After the 90-day period, the government entity may not charge its grant for indirect costs until it has negotiated an indirect cost rate agreement.

Section B - Budget Summary
Non-Federal Funds

If you are required to provide or volunteer to provide cost-sharing or matching funds or other non-Federal resources to the project, these should be shown for each applicable budget category on lines 1-11 of Section B.

Lines 1-11, columns (a)-(e): For each project year, for which matching funds or other contributions are provided, show the total contribution for each applicable budget category.

Lines 1-11, column (f): Show the multi-year total for each budget category. If non-Federal contributions are provided for only one year, leave this column blank.

Line 12, columns (a)-(e): Show the total matching or other contribution for each project year.

Line 12, column (f): Show the total amount to be contributed for all years of the multi-year project. If non-Federal contributions are provided for only one year, leave this space blank.

Section C - Budget Narrative [Attach separate sheet(s)]
Pay attention to applicable program specific instructions, if attached.

1. Provide an itemized budget breakdown, and justification by project year, for each budget category listed in Sections A and B. For grant projects that will be divided into two or more separately budgeted major activities or sub-projects, show for each budget category of a project year the breakdown of the specific expenses attributable to each sub-project or activity.

2. For non-Federal funds or resources listed in Section B that are used to meet a cost-sharing or matching requirement or provided as a voluntary cost-sharing or matching commitment, you must include:

   a. The specific costs or contributions by budget category;
   b. The source of the costs or contributions; and
   c. In the case of third-party in-kind contributions, a description of how the value was determined for the donated or contributed goods or services.

   [Please review cost sharing and matching regulations found in 2 CFR 200.306.]

3. If applicable to this program, provide the rate and base on which fringe benefits are calculated.

4. If you are requesting reimbursement for indirect costs on line 10, this information is to be completed by your Business Office. Specify the estimated amount of the base to which the indirect cost rate is applied and the total indirect expense. Depending on the grant program to which you are applying and/or your approved Indirect Cost Rate Agreement, some direct cost budget categories in your grant application budget may not be included in the base and multiplied by your indirect cost rate. For example, you must multiply the indirect cost rates of "Training grants" (34 CFR 75.562) and grants under programs with "Supplement not Supplant" requirements ("Restricted Rate" programs) by a "modified total direct cost" (MTDC) base (34 CFR 75.563 or 76.563). Please indicate which costs are included and which costs are excluded from the base to which the indirect cost rate is applied.

   When calculating indirect costs (line 10) for "Training grants" or grants under "Restricted Rate" programs, you must refer to the information and examples on ED's website at: http://www.ed.gov/fund/grant/apply/appforms/appforms.html.

   You may also contact (202) 377-3838 for additional information regarding calculating indirect cost rates or general indirect cost rate information.

5. Provide other explanations or comments you deem necessary.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is **1894-0008**. The time required to complete this information collection is estimated to vary from 13 to 22 hours per response, with an average of 17.5 hours per response, including the time to review instructions, search existing data sources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4537. If you have comments or concerns regarding the status of your individual submission of this form, write directly to (insert program office), U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202.

UFISINAN I MAGA'HÅGA
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Education Stabilization Fund Program
Outlying Areas-Governors

CFDA Number: 84.425H

Guam – $12,499,963

August 17, 2020

AMENDED October 22, 2020

Table of Contents

Part I: Budget Process 3
Timeline 3
Criteria, Process, and Deliberations 3
Funding Mechanisms 4
Part II: ED Form 524 5
Section A: Budget Summary 5
Section B: N/A 5
Section C: Budget Narrative: 5
Sub-recipient: Guam Department of Education – $8,932,000 5
Sub-recipient: University of Guam – $956,900 6
Sub-recipient: Guam Community College – $529,200 6
Sub-recipient: Guam Educational Telecommunications Corporation (PBS Guam) – $1,507,650 . 7
Sub-recipient: Department of Youth Affairs – $220,500 9
Sub-recipient: Guam Public Library System – $201,000 9
Administrative Costs and Other for Office of the Governor of Guam – $152,713 10
Summary of Budget by Entity, by Budget Category – $12,499,963 11
Part III: Internal Controls Plan 12
Management Structure 12
Internal and Sub-recipient Risks 12
Support for Fiscal Reviews and Audits 13
Part IV: Sub-recipient Monitoring Plan 13
APPENDIX: Form ED524 14

Part I: Budget Process

The government of Guam intends to utilize the Education Stabilization Funds (ESF)-Governor funds to promote and support the use of remote or distance learning for elementary and secondary education students in public, charter, and private schools as well as for post-secondary education students in Institutions of Higher Education (IHEs). The Guam Department of Education (GDOE), Guam's State Education Agency (SEA), the University of Guam (UOG) and Guam Community College (GCC), Guam's government IHEs have incorporated distance education into its planning and execution for the beginning of their respective start of the academic/school year.

The importance of access to the internet and other modes of communication from the households of thousands of students to their respective school is imperative to ensure students are able to receive an education while the island of Guam deals with the 2019 Novel Coronavirus (COVID-19) pandemic. Additionally, to ensure the government provides for the maximum availability of options for internet connectivity and other modes of communicating education-related content, other education-related entities are identified to provide further options to connect homes to classrooms.

The government of Guam has budgeted the ESF-Governor funds to the following subrecipient SEA, IHEs, and other education-related entities:

1. Guam Department of Education as the SEA and main sub-recipient to disseminate funds to all public, charter, and private elementary and secondary schools;
2. University of Guam as an IHE;
3. Guam Community College as an IHE;
4. Guam Educational Telecommunications Corporation, also known as PBS Guam as an other education-related entity;
5. Department of Youth Affairs as an other education-related entity;
6. Guam Public Library System as an other education-related entity.

Timeline

Upon approval of the ESF-Governor funds budget, the government of Guam intends to award the funds to the SEA and IHEs as sub-recipients. The GDOE, UOG, and GCC are semi-autonomous agencies of the government of Guam and have the authority and capacity to procure the necessary services, equipment, and supplies requested in this budget. The Guam Educational Telecommunications Corporation (PBS Guam), the Department of Youth Affairs (DYA), and the Guam Public Library System (GPLS) are line agencies of the government of Guam and procurement of services, equipment, and supplies are performed by the Guam Department of Administration as the central procuring and finance agency for all line agencies.

The government of Guam intends to award sub-recipient SEA and IHEs with ESF-Governor funds as soon as possible to allow for time to procure the necessary services and items as necessary.

Criteria, Process, and Deliberations

The Office of the Governor and Lieutenant Governor of Guam have met and continue to meet with the GDOE as the State Education Agency and the UOG and GCC as the government IHEs relative to their existing needs to cope with the COVID-19 pandemic and the impact it has had on the operational requirements of each entity related to the education of students. The criteria utilized to determine entities selected for funding were such that it provided direct support to students of elementary, secondary, and post-secondary education entities to provide the creation and delivery of educational content in a remote or distance learning environment.

The GDOE and the public, charter, and private elementary and secondary education schools represent 35,728 students in Guam. The UOG has a baseline enrollment of over 3,500 students and the GCC is expecting 1,980 students in the Fall 2020 semester.

The PBS Guam's mission is to provide services using multimedia to educate, inspire, entertain, and express the cultural diversity and perspectives of the people locally, regionally, and internationally. As a mode of delivering educational content, PBS Guam will be working with the GDOE in creating, producing, and delivering educational content to those households that may not have ready access to internet.

The DYA holds up to 400 youth correctional clients being served in four (4) dormitories with three (3) Community Resource Centers. Delivering educational content to these students are imperative to ensure that not one student gets left behind during the COVID-19 pandemic. Equipping these facilities with the ability to access the content created by the GDOE will assist in achieving this goal.

The GPLS's mission is to provide free and open access to information and ideas fundamental to a democracy and to develop an effective system of operation toward high performance standards in order to promote better and satisfactory services to the general public. The GPLS has six (6) libraries throughout the island of Guam, servicing thousands of patrons. The GPLS currently estimates registered patrons at 2,500 for Fiscal Year 2021 with walk-in patrons estimated to be 82,100. It estimates internet users currently at 9,260 and computer users at 1,110. Through using GPLS existing facilities, access to the internet for students that are unable to gain access at home will further add to the availability of educational content placed online by the SEA and IHEs.

All these entities are considered essential to achieving the goal of promoting and supporting the use of remote or distance learning for elementary and secondary education students in public, charter, and private schools as well as for post-secondary education students in IHEs.

Funding Mechanisms

The government of Guam intends to distribute the ESF-Governor funds via sub-grants to the sub-recipient entities via a Memorandum of Understanding (MOU) between the subject entity and the Office of the Governor of Guam (OGG). This MOU will serve as the basis from which entities will abide by the uses of funds as determined by the OGG. The specific funding conditions or requirements to be placed on awards include adherence to all local hiring and procurement laws and federal laws, rules, and standards applicable to the grant funds to ensure the funds are spent for specific purposes or activities.

Part II: ED Form 524

Section A: Budget Summary[1]

SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS

Budget Categories	Project Year 1 (a)
1. Personnel	242,181
2. Fringe Benefits	72,654
3. Travel	0
4. Equipment	261,500
5. Supplies	657,000
6. Contractual	9,733,050
7. Construction	0
8. Other	1,533,578
9. Total Direct Costs (lines 1 - 8)	12,499,963
10. Indirect Costs *Enter Rate Applied ____	0
11. Training Stipends	0
12. Total Costs (lines 9 - 11)	12,499,963

Section B: N/A

Section C: Budget Narrative:

Sub-recipient: Guam Department of Education – $8,932,000

The GDOE has begun its school year on August 17, 2020 with full distance learning for all students. Previously, the Guam Education Board and the GDOE management had provided three (3) options to students from which to attend the GDOE which included in-class, distance learning, or a hybrid approach which included a possible paper-based curriculum. Due to the rise in COVID-19 positive cases, the government of Guam was placed in Pandemic Condition of Readiness (PCOR 1) which prompted the GDOE to commence the school year with full distance learning for all students. Additionally, this also prompted many private schools to do the same, in accordance with Guam Department of Public Health and Social Services (DPHSS) guidance.

The sum of $8,932.000 is allocated, via MOU between the OGG and the GDOE, to the GDOE to administer an Internet Service Provider (ISP) Voucher Program that addresses the financial accessibility issue that families may be facing as a result of the COVID-19 pandemic. These funds are intended to purchase internet connectivity for students that are receiving education via remote or distance learning from the several ISPs in Guam. Guam has four (4) main ISPs which service the 165,000 residents and the thousands of businesses and other organizations including the GTA, Docomo Pacific, IT&E, and Pacific Data Systems. Eligibility criteria will be determined by the GDOE, with concurrence with the OGG via

[1] See Form ED524 Attached in Appendix

MOU, that will ensure the maximum use of the funds allocated. All public, charter, and private schools are eligible for these funds to ensure equitable services is achieved.

Guam Department of Education Sub-Recipient

Contractual Product or Service	Purpose of Product or Service	Itemized Budget	Amount
Internet Service Provider (ISP) Voucher Program	To provide financial support toward internet accessibility for students of elementary and secondary public, charter, and private schools	Establish an ISP Voucher Program and eligibility criteria for public, charter, and private schools with a minimum of $25 per eligible for 10 months Estimated: 35,728 x $25 x 10 months	8,932,000

Sub-recipient: University of Guam – $956,900

The UOG plans to start its Fall 2020 semester on August 26, 2020 with full distance learning courses offered to the maximum extent possible and feasible. There are estimated to be over 3,500 students enrolled. UOG students pay $100 per semester toward an "internet" fee, and $40 per semester toward an "online" fee. These fees are utilized to offset the cost of internet and online/distance learning technologies, subscriptions, etc. at the UOG.

In an effort to financial assist students, the sum of $956,900 is being provided to the UOG toward refunding or reimbursing at a minimum 50% of the internet and/or online student fees for the Fall 2020 and Spring 2021 semesters. The excess funds, if any and pursuant to an MOU between the OGG and the UOG, is intended to be utilized toward ensuring the UOG is able to continue to efficiently and effectively deliver distance learning courses.

University of Guam Sub-Recipient

Other Type	Purpose of Other	Itemized Budget	Amount
Minimum 50% Refund/Reimbursement of Internet/Technology-related Student Fees	To provide financial support toward internet accessibility for students IHEs.	Maximum refund/reimbursement is 100% of the "internet" and "online" student fees per semester. Estimated: Fall 2020: 3,563 students x $140 Spring 2021: 3,272 students x $140	956,900

Sub-recipient: Guam Community College – $529,200

The GCC started its Fall 2020 semester on August 12, 2020 with with a mixture of in-person, hybrid and online courses. However, the declaration of PCOR 1 required the move for both Secondary and Post-Secondary classes to be provided fully online until further notice. There are estimated to be 1,980 students enrolled for Fall 2020. GCC students pay $73 per semester toward a "technology" fee. These fees are utilized to offset the cost of internet and online/distance learning technologies, subscriptions, etc. at the GCC. Because the UOG student fees relative to the purposes of online/distance learning is higher, it was determined that students at the GCC and the GCC will be provided the same per student funding amount as the UOG.

In an effort to financial assist students, the sum of $529,200 is being provided to the GCC toward refunding or reimbursing at a minimum 50% of the internet and/or online student fees

for the Fall 2020 and Spring 2021 semesters. The excess funds, if any and pursuant to an MOU between the OGG and the GCC, is intended to be utilized toward ensuring the GCC is able to continue to efficiently and effectively deliver distance learning courses.

Guam Community College Sub-Recipient

Other Type	Purpose of Other	Itemized Budget	Amount
Minimum 50% Refund/Reimbursement of Internet/Technology-related Student Fees	To provide financial support toward internet accessibility for students at IHEs.	Maximum refund/reimbursement is 100% of the "internet" and "online" student fees per semester. Estimated: Fall 2020: 1,980 students x $140 Spring 2021: 1,800 students x $140	529,200

Sub-recipient: Guam Educational Telecommunications Corporation (PBS Guam) – $1,507,650

In recognition of the importance of having as many educational tools in the home while dealing with the COVID-19 pandemic, funding for the PBS Guam will administer the PBS University Program which will provide students with an extensive and unprecedented array of compact but informative televised instruction in subject areas such as literacy, mathematics, science, and character development.

The program was made possible through a partnership between PBS Guam and the GDOE Division of Curriculum and Instruction. Parents and students are encouraged to tune into the PBS University programming on a wide variety of access points via KGTF Channel 12 (Docomo Pacific or GTA; cable providers), DTV Channel 12.2 (FREE TV), Live on Facebook, PBS Guam's YouTube channel, or on GDOE's website and individual school websites. The PBS University Program will be accessible to all grade school students attending GDOE, Private Schools, or Home School in Guam, CNMI, or beyond.

The PBS University Program broadcasts will mirror weekly lessons found on the GDOE Home Learning Resources website. The broadcasts will continue throughout the entire 2020-2021 school year. Episodes for content will air on Monday's through Thursdays with weekly reruns. The tentative schedule is targeted to beginning mid-September 2020.

For the period of September 2020 – May 2021, PBS will produce and broadcast the following episodes and promotional media for the GDOE in an effort to supplement and enhance Guam's Distance Learning program.

PBS Guam will produce content for a total of 10 levels of education from Pre-K4 to 8th Grade. Each segment will include lessons in six to seven content areas to include: Language & Writing, Reading, Math, Social Studies, Science, CHamoru, or Character Education & Career Skills.

Elementary School:

1. Pre-K4 (6 to 7 induvial lessons totaling a 1-hour episode)
2. Kindergarten (6 to 7 lessons totaling a 1-hour episode)
3. 1st Grade (6 to 7 lessons totaling a 1-hour episode)
4. 2nd Grade (6 to 7 lessons totaling a 1-hour episode)

5. 3rd Grade (6 to 7 lessons totaling a 1-hour episode)
6. 4th Grade (6 to 7 lessons totaling a 1-hour episode)
7. 5th Grade (6 to 7 lessons totaling a 1-hour episode)

Middle School:

8. 6th Grade (6 to 7 lessons totaling a 1-hour episode)
9. 7th Grade (6 to 7 lessons totaling a 1-hour episode)
10. 8th Grade (6 to 7 lessons totaling a 1-hour episode)

Guam Educational Telecommunications Corporation (PBS Guam) Sub-recipient

Personnel – Salary and Fringe Benefits[2]

Position Title	% of Time	Salary	Fringe	Total
(1) Project Manager	100%	45,000	13,500	58,500
(1) Assistant Producer	100%	36,000	10,800	46,800
(3) Video Editor	100%	81,000	24,300	105,300

Guam Educational Telecommunications Corporation (PBS Guam) Sub-recipient

Equipment Type	Purpose of Equipment	Itemized Budget	Amount
Production of Educational Content	To produce educational content in collaboration with the GDOE	Estimated: 1. Studio Lighting System at $30,000 2. Broadcast Playout Server and 3 Editing Bays at $140,000	170,000
Supply Type	**Purpose of Supply**	**Itemized Budget**	**Amount**
Delivery of Off-Line Educational Content	To provide students with limited internet access to have an off-line medium from which to receive educational content	Estimated: DVD copy of educational content 1,500 units per month for 9 months	337,500
Contractual Product or Service	**Purpose of Product or Service**	**Itemized Budget**	**Amount**
Production of Educational Content	To produce educational content in collaboration with the GDOE	Estimated: 1. TV Broadcast of 1 0x 1 Hour Episodes (FB Live and YouTube Broadcasting) at $10,000 x 9 months 2. TV Rebroadcast of 10 x 1 Hour Episodes (FB Live and YouTube Broadcasting) at $30,000 x 9 months 3. Separation of all segments and reformat video files for GDOE website and YouTube at $11,250 x 9 months 4. Editing at $30,000 x 9 months 5. PBS University Social Media Advertisements at $2,000 6. :30 second Promotional TVC (1x per semester $2400.00 / year) 7. PBS University promotional TVC on air on PBS Guam Channel 12 and social platforms 5x daily at $1,600 x 9 months	750,050

[2] Fringe benefits are calculated at 30% of Salary

Sub-recipient: Department of Youth Affairs – $220,500

To ensure youth held in confinement have access to and receive high quality, daily education especially throughout the COVID-19 pandemic, the DYA will stand up virtual learning centers in each dormitory of its Youth Correctional Facility and in each of its Community Resource Centers. Building sound and safe internet solutions for remote instructional services accessible to DYA's high-risk populations are key to improve educational outcomes and successful re-entry into the community despite the COVID-19 pandemic. Additionally, in an effort to digitize and the case management services of the DYA to lower the need for face-to-face interaction and to increase the ability to social distance, funding is allocated to achieve this goal.

With guidance from the Office of Technology of the government of Guam and through a site visit to implement virtual learning centers in the four (4) dormitories and three (3) resource centers as well as implementing a locally developed, web-based solution for case management, the sum of $220,500 is allocated to achieve these objectives.

Department of Youth Affairs Sub-recipient

Supply Type	Purpose of Supply	Itemized Budget	Amount
Technology Support - Desktop Computers	Provide desktop computers to provide and support virtual learning centers at youth correctional facility dormitories and youth centers at the DYA.	Estimated: 1. 7 locations x 5 x $3,100 per Desktop Computer (Intel Core i7-8700 Processor or equivalent, 16 GB DDR 2666MHz Memory, 5112 SSD 2TB HD SATA3 Storage, Wireless AC, Bluetooth 5.0, Integrated Audio, Keyboard/Mouse, Monitor, MS Office Professional 2019, 400W Power Supply, WIN 10 Pro 64, and 30-year Warranty 2. 7 locations x 5 x $250 per Desktop Network Installation 3. 7 locations x 5 x $600 UPS 700KVA 4. 7 locations x 5 x $950 Furniture (should be workstations with security and hardening features to minimize vandalism and theft)	171,500
Contractual Product or Service	**Purpose of Product or Service**	**Itemized Budget**	**Amount**
Technology Support - Case Management Software	Provide for digitalization of case management software to lower the need for face-to-face interaction and to increase the ability to social distance	Estimated: 1 x Case Management Software	49,000

Sub-recipient: Guam Public Library System – $201,000

The GPLS has six (6) libraries that service over 80,000 walk-in patrons each fiscal year. The physical space the libraries provide may allow for the ability of elementary and secondary education students that may need to access the internet with the ability to do so at the public libraries. The GPLS was expecting computer usage to increase from an anticipated level of 1,100 to 2,750 prior to the COVID-19 pandemic. As a result of the possible use of libraries as learning resource centers or hubs from which students may be able to not only access the

internet with their own devices, but also with devices that they may need at the libraries, additional desktops are funded to augment the existing computers available to the public.

Guam Public Library System Sub-recipient

Equipment Type	Purpose of Equipment	Itemized Budget	Amount
Internal Access Points	Provide equipment to expand wireless internet access in library facilities for student/teacher and other library patrons to access lessons, online learning platforms, learning management systems, emails, etc.	Internal Wireless Access Points Estimated: 2 Internal Access Points x 6 Library Facilities x $1,000/each	12,000
External Access Points	Provide equipment to expand wireless internet access to external library facilities for student/teacher and other library patrons to access lessons, online learning platforms, learning management system, etc. without need to enter the library facilities. This will support the implementation of Community Learning Centers.	External Wireless Access Points Estimated: 1 External Access Point x 6 Library Facilities x $7,000/each	42,000
Supply Type	**Purpose of Supply**	**Itemized Budget**	**Amount**
Technology Support - Desktop Computers	Provide desktop computers to provide and support virtual learning centers at youth correctional facility dormitories and youth centers at the DYA.	Estimated: 1. 6 locations x 5 x $3,100 per Desktop Computer (Intel Core i7-8700 Processor or equivalent, 16 GB DDR 2666MHz Memory, 5112 SSD 2TB HD SATA3 Storage, Wireless AC, Bluetooth 5.0, Integrated Audio, Keyboard/Mouse, Monitor, MS Office Professional 2019, 400W Power Supply, WIN 10 Pro 64, and 30-year Warranty 2. 6 locations x 5 x $250 per Desktop Network Installation 3. 6 locations x 5 x $600 UPS 700KVA 4. 6 locations x 5 x $950 Furniture (should be workstations with security and hardening features to minimize vandalism and theft)	147,000

Administrative Costs and Other for Office of the Governor of Guam – $152,713

The OGG administrative costs and other comprise of the cost of two personnel, supplies, and any additional funding necessary to cover the possible costs associated with the ISP Voucher Program.

Administrative Costs and Other
Personnel and Fringe Benefits[3]

[3] Fringe benefits are calculated at 30% of Salary

Position Title	% of Time	Salary	Fringe	Total
(1) Administrator	20%	85,000	25,500	22,100
(1) Program Coordinator	55%	40,762	12,229	29,145
(1) Program Coordinator	100%	40,762	12,229	52,991

Administrative Costs and Other

Supply Type	Purpose of Supply	Itemized Budget	Amount
Administrative Supplies: Ancillary Personnel	Supplies (Cost of Supplies based on Government of Guam Budget Guidelines to include paper, folders, labels, binders, notebooks, notepad, etc.)	Estimated: $500 x 2 personnel	1,000

Other Type	Purpose of Other	Itemized Budget	Amount
Minimum 50% Refund/Reimbursement of Internet/Technology-related Student Fees	To provide financial support toward internet accessibility for students at non-governmental IHEs to include Pacific Islands University.	Maximum refund/reimbursement is 100% of the "internet" and "online" student fees per semester. Estimated: Fall 2020: 55 students x $140 Spring 2021: 55 students x $140	15,400
Internet Service Provider (ISP) Voucher Program Excess Need	To provide additional financial support toward internet accessibility for students of elementary and secondary public, charter, and private schools	Estimated: 128 additional students x $25 x 10 months	32,078

Summary of Budget by Entity, by Budget Category – $12,499,963

BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS

Budget Categories	GDOE	UOG	GCC	PBS	DYA	GPLS	Other	Total
1. Personnel				162,000			80,181	**242,181**
2. Fringe Benefits				48,600			24,054	**72,654**
3. Travel								**0**
4. Equipment				207,500		54,000		**261,500**
5. Supplies				337,500	171,500	147,000	1,000	**657,000**
6. Contractual	8,932,000			752,050	49,000			**9,733,050**
7. Construction								**0**
8. Other		956,900	529,200				47,478	**1,533,578**
9. Total Direct Costs (lines 1 - 8)	8,932,000	956,900	529,200	1,507,650	220,500	201,000	152,713	**12,499,963**
10. Indirect Costs *Enter Rate Applied								**0**
11. Training Stipends								**0**
12. Total Costs (lines 9 - 11)	**8,932,000**	**956,900**	**529,200**	**1,507,650**	**220,500**	**201,000**	**152,713**	**12,499,963**

Part III: Internal Controls Plan

Management Structure

The OGG will manage the ESF-Governors funds grant through the Guam State Clearinghouse (GSC) on behalf of the OGG. The GSC was created under the supervision of the Lieutenant Governor of Guam. Its mission is to ensure that proposed projects for which federal financial assistance is sought are fiscally sound and in compliance with Federal, Local Laws, Regulations and Executive Orders as well as to continue to build training programs aimed at enhancing and developing grant management, personnel confidence, leadership and skills to advance grants management improvements as well as develop an agency's capacity to learn, innovate and share knowledge and expertise. The GSC is headed by an appointed Administrator and includes program coordinators that assist in carrying out the duties and responsibilities of the division. The GSC has identified key personnel who will be responsible for managing and monitoring sub-recipients of the ESF-Governors funds grant. The Administrator will be ultimately responsible for managing and monitoring the sub-recipients with the assistance of two program coordinators. One program coordinator will be responsible for compiling all financial data for required reporting and filings for this grant. This same program coordinator will be responsible for compiling all supporting documentation necessary to substantiate all drawdown requests. The second program coordinator will be primarily responsible for all contract management between the OOG and the sub-recipients to ensure program fidelity and compliance.

The Administrator will dedicate 20% of her time to this grant. The first program coordinator will dedicate 55% of her time to this grant. The second program coordinator will need to be hired and will dedicate 100% of his/her time to this grant. During the pendency of the hiring of the second program coordinator, the Administrator and existing program coordinator will be responsible to carry out the management and reporting requirements of this grant. The Administrator and one program coordinator are already on staff and GSC plans to have the second program coordinator on staff by no later than November 15, 2020.

Internal and Sub-recipient Risks

Given the existing roles and expertise of the GSC, the internal risks are the initial and on-going coordination between the sub-recipients related to each of the signed MOUs with the OGG. The OGG also has a legal bureau and other accounting and administrative functions to assist in the administration of this grant. Subrecipient risks include the proper expenditure of funds pursuant to the MOU. To mitigate these risks, the GSC and associated support staff at the OGG must also work with the Bureau of Budget and Management Research (BBMR) and the Department of Administration (DOA) in order to process and manage the grant funds.

The BBMR is the government of Guam agency responsible for developing, implementing, monitoring, and managing the Executive Branch budget for all line agencies of the government of Guam. The DOA is responsible for the administration of all internal accounting activity within the government of Guam, which includes the OGG and the GSC. With the GSC, OGG support staff, BBMR, and DOA functions, internal risks identified can be mitigated.

The GDOE, UOG, and GCC are considered semi-autonomous agencies of the government of Guam where they control their own accounting of funds. Funds that come from the government of Guam annual appropriations act to these semi-autonomous agencies are managed through the BBMR and disbursed by the DOA but are still accounted for once received by each agency. The GDOE has an Internal Audit Office that is responsible for providing independent, objective, assurance, and consulting activity for the GDOE designed to add value and improve the GDOE's operations. The GDOE also has a Federal Programs Division with ample experience in the management of federal grants to support the sub-recipient funding through the ESF-Governors fund grant. Through the GDOE as sub-recipient, the government of Guam will rely upon its Federal Grants Division and Internal Audit Office to mitigate the sub-recipient risks related to the funds that GDOE will be providing to the charter and private schools.

The UOG has qualified as a low-risk auditee for five (5) consecutive years and the GCC qualified as a low-risk auditee for nineteen (19) consecutive years. With its additional accounting and human resources staff at each IHE, inclusive of the processing, review, and oversight by the GSC and OGG support staff in accordance with the adopted MOU between the OGG and the IHEs, the sub-recipient risks identified can be mitigated.

For the PBS Guam, DYA, and GPLS, these are line agencies from which BBMR and DOA also provide oversees budget, finance, accounting, and human resource functions. Given the multiple levels of review by the GSC, OGG support staff, BBMR, and the DOA, this is expected to provide adequate mitigation for the identified internal risks.

Support for Fiscal Reviews and Audits

Through the existing government of Guam processing of federal grants through the recipient agency (OGG) with BBMR and DOA administrative procedures, rules, and laws governing the processing of expenditure of federal funds, the OGG is able to ensure the existence of primary documentation necessary to support the fiscal reviews, including audits by external auditors for Single Audits, and audits by the Office of the Inspector General, as needed as well as improper payment assessments as requested by the U.S. Department of Education or its contractor.

Part IV: Sub-recipient Monitoring Plan

Sub-recipients will be required to provide monthly, quarterly, and one annual progress report on the status of program funding objectives. Monthly, quarterly, and one annual financial report as to the status of expenditure of funds will also be required. An MOU will be required between the OGG, administered by the GSC, and the sub-recipient entity.

Through these monthly, quarterly, and annual progress and financial reports submitted to the OGG and GSC, proper monitoring will be conducted by the program coordinators.

APPENDIX: Form ED524