



Richard Woods, Georgia's School Superintendent  
*"Educating Georgia's Future"*

**Georgia Department of Education  
 American Rescue Plan Act (ESSER)**

**2021-2024 Program Assurances for Subgrantees**

The Georgia Department of Education (GaDOE) considers the applicant to be the fiscal agent for the grant. Therefore, any grants awarded will be in the name of the fiscal agent as the Subgrant recipient (Subgrantee) of the Federal award. These assurances will be in effect for the period of availability for the grant. Failure to be in compliance with any assurance or aspect of the subgrant award may result in the delay, reduction, or termination of grant funds.

The program assurances must be signed by the fiscal agent and submitted with the application.

The Subgrantee hereby assures that it will comply with the following:

	<b>Assurances</b>
	The Subgrantee assures that it has the necessary legal authority to apply for BOOST grants.
	The signatory for these assurances certifies that he has the authority to bind the Subgrantee.
	Subgrantee certifies that neither it nor its related corporations and vendors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
	The Subgrantee certifies that it will have information available regarding its BOOST program that can be provided to community stakeholders at their request.
	The Subgrantee certifies the instruction and content offered are secular, neutral, and non-ideological.
	The BOOST program will take place in a safe and easily accessible facility. It is the responsibility of the Subgrantee to ensure that it meets all requirements, including but not limited to, child-care licensing, occupancy, fire, water, and transportation of students.
	The BOOST program will be administered in accordance with all applicable statutes, regulations, program plans, and applications.
	The BOOST instructional program offered to students will be carried out as proposed in the application.
	Funding for subsequent years are dependent upon successful program implementation and progress aligned with the components and requirements of the request for proposal (RFP) submitted. The subgrantee understands that if any of the following requirements are not adhered to, the subgrantee may forfeit future funding or received reduced funding: <ul style="list-style-type: none"> <li>• Attendance at orientation, training, and other required meetings</li> <li>• Proposed weekly number of hours of operations</li> </ul>

	<ul style="list-style-type: none"> <li>• Program academic content aligned with stated goals, objectives, and the Georgia Standards of Excellence</li> <li>• Sound fiscal management including following reimbursement process requirements of the grant</li> </ul>
	Prior to any material change affecting the purpose, administration, organization, budget, or operation of the BOOST program, the Subgrantee agrees to submit an appropriately amended application to GaDOE for approval.
	The Subgrantee agrees to notify the GaDOE, in writing, of any change in the contact information provided in its application.
	The activities and services described in the application shall be administered by or under the supervision and control of the Subgrantee. The Subgrantee shall not assign or subcontract, in whole or in part, its rights or obligations without prior written consent of GaDOE. Any attempted assignment without said consent shall be void and of no effect.
	The Subgrantee agrees that its program will be fully operational within 60 days of the receipt of their award letter.
	The Subgrantee will use fiscal control and sound accounting procedures that will ensure proper disbursement of and account for Federal and state funds paid to the program to perform its duties.
	Funds shall be used only for financial obligations incurred during the grant period.
	An annual, external audit should be submitted to GaDOE within 6 months of the end of the Subgrantee’s fiscal year.
	The Subgrantee will, if applicable, have the required financial and compliance audits conducted in accordance with the Single Audit Act Amendments of 1966 and 2 C.F.R. Part 2, Subpart F, “Audit Requirements”.
	The fiscal agent will adopt and use proper methods of administering each program, including: (A) the enforcement of any obligations imposed on agencies, institutions, organizations, and other recipients responsible for carrying out each program; and (B) the timely correction of deficiencies in program operations that are identified through audits, monitoring, evaluation and/or technical assistance.
	The Subgrantee will cooperate in carrying out any evaluation of each such program conducted by or for the Georgia Department of Education, the U.S. Department of Education, or other state or Federal officials.
	The Subgrantee will submit reports to GaDOE and the U.S. Department of Education as may reasonably be required. The Subgrantee will maintain such fiscal and programmatic records and provide access to those records, as necessary, for those departments to perform their duties.
	The Subgrantee will adhere to all program evaluation requirements, reporting deadlines and data certification processes established by the GaDOE for the purpose of the annual summative evaluation, formative assessment and summer evaluation reports.
	The Subgrantee agrees that GaDOE, or any of its duly authorized representatives, at any time during the term of this agreement, shall have access to, and the right to audit or examine any pertinent books, documents, papers, and records of the Subgrantee related to the Subgrantee’s charges and performance under the BOOST grant.
	The Subgrantee understands that the control of BOOST grant funds and title to property acquired with BOOST grant funds will be in a public agency or in a nonprofit entity, institution, organization, or Indian tribe, if the law authorizing the BOOST program provides for assistance to those entities; and the public agency, nonprofit entity, institution, or organization, or Indian tribe will administer the funds and property to the extent required by the authorizing statutes.
	The property (e.g., computers, equipment, classroom desks, tables, and pilferable items) purchased with the BOOST grant funds must be managed in accordance with 2 C.F.R. §200.310-316.

	The Subgrantee is responsible for ensuring that all applicable liability insurance requirements are met and will submit proof of its Fidelity and Liability Insurance Policy and proof of minimum liability transportation insurance to the Georgia Department of Education within <b>60 days</b> of the grant award.
	All required documentation (e.g., reimbursement requests, attendance data, student demographics, assessments of student growth and progress, program activities) will be entered and updated in a timely manner as stipulated by GaDOE.
	The Subgrantee certifies that state and national criminal background checks will be conducted annually for any and all individuals acting on behalf of the Subgrantee including: regular volunteers, employees, contractors, relatives, etc. prior to their employment, whether or not they have direct contact with students. In addition, the Subgrantee agrees to develop and utilize written policies on how the criminal background check results will be used in hiring and volunteer practices.
	The Subgrantee certifies that it will abide by GaDOE's Conflict of Interest and Disclosure Policy. Applicants with a conflict of interest must submit a disclosure notice.
	The Subgrantee understands that BOOST grant funds will not be used for lobbying the executive or legislative branches of the Federal government in connection with contracts, grants, or loans and will report payments made with unappropriated funds for lobbying purposes.
	The Subgrantee will comply with the Family Education Rights and Privacy Act of 1974.
	Subgrantee will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicaps; and the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age, and the Americans with Disabilities Act of 1990, which prohibits discrimination on a basis of disability.
	In accordance with the Federal Drug-Free Workplace and Community Act Amendments of 1989 and the Drug-Free Workplace Act of 1988, the Subgrantee understands that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, marijuana, or dangerous drug is prohibited at geographic locations at which individuals are directly engaged in the performance of work pursuant to the 21 <sup>st</sup> CCLC grant.
	The Subgrantee will establish and communicate to all students, parents, and staff its procedures whereby anyone suspecting fraud, waste, or abuse involving BOOST grant funds shall call or write the appropriate authorities.

**Program Manger**

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_