



**U.S. Department of Education  
Washington, D.C. 20202**

## GRANT AWARD NOTIFICATION

<b>1</b>	<b>RECIPIENT NAME:</b> Department of Education P.O. Box DE Hagatna, GU 96910	<b>5</b>	<b>AWARD INFORMATION</b> PR/AWARD NUMBER P336A050004 ACTION NUMBER 01 ACTION TYPE New AWARD TYPE Discretionary																				
<b>2</b>	<b>PROJECT TITLE</b> 84.336A Project Hatsa: Teacher Quality Enhancement Grant for Guam	<b>6</b>	<b>AWARD PERIODS</b> BUDGET PERIOD 10/01/2005 - 09/30/2006 PERFORMANCE PERIOD 10/01/2005 - 09/30/2008 <b>FUTURE BUDGET PERIODS</b> <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;"><u>BUDGET PERIOD</u></th> <th style="text-align:left;"><u>DATE</u></th> <th style="text-align:right;"><u>AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>02</td> <td>10/01/2006 - 09/30/2007</td> <td style="text-align:right;">\$3,657,063.00</td> </tr> <tr> <td>03</td> <td>10/01/2007 - 09/30/2008</td> <td style="text-align:right;">\$3,202,771.00</td> </tr> </tbody> </table>	<u>BUDGET PERIOD</u>	<u>DATE</u>	<u>AMOUNT</u>	02	10/01/2006 - 09/30/2007	\$3,657,063.00	03	10/01/2007 - 09/30/2008	\$3,202,771.00											
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<b>3</b>	<b>PROJECT STAFF</b>  <b>RECIPIENT PROJECT DIRECTOR</b> Juan P. Flores (671) 475 - 0462  <b>EDUCATION PROGRAM CONTACT</b> Luretha Kelley (202) 502 - 7645  <b>EDUCATION PAYMENT CONTACT</b> GAPS PAYEE HOTLINE (888) 336 - 8930	<b>7</b>	<b>AUTHORIZED FUNDING</b>  <table style="width:100%; border-collapse: collapse;"> <tbody> <tr> <td style="text-align:right;">THIS ACTION</td> <td style="text-align:right;">\$3,069,716.00</td> </tr> <tr> <td style="text-align:right;">BUDGET PERIOD</td> <td style="text-align:right;">\$3,069,716.00</td> </tr> <tr> <td style="text-align:right;">PERFORMANCE PERIOD</td> <td style="text-align:right;">\$3,069,716.00</td> </tr> <tr> <td style="text-align:right;">RECIPIENT COST-SHARE</td> <td style="text-align:right;">50.00%</td> </tr> <tr> <td style="text-align:right;">REQUIRED COST SHARE PERCENTAGE</td> <td style="text-align:right;">50.00%</td> </tr> </tbody> </table>	THIS ACTION	\$3,069,716.00	BUDGET PERIOD	\$3,069,716.00	PERFORMANCE PERIOD	\$3,069,716.00	RECIPIENT COST-SHARE	50.00%	REQUIRED COST SHARE PERCENTAGE	50.00%										
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<b>9</b>	<b>LEGISLATIVE AND FISCAL DATA</b> AUTHORITY: PL HEA, 1999 105 - 244 TEACHER QUALITY ENHANCEMENT GRANT PROGRAM TITLE: TEACHER QUALITY ENHANCEMENT GRANTS FOR STATE AND PARTNERSHIPS  CFDA/SUBPROGRAM NO: 84.336A  <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;">FUND CODE</th> <th style="text-align:left;">FUNDING YEAR</th> <th style="text-align:left;">AWARD YEAR</th> <th style="text-align:left;">ORG. CODE</th> <th style="text-align:left;">CATEGORY</th> <th style="text-align:left;">LIMITATION</th> <th style="text-align:left;">ACTIVITY</th> <th style="text-align:left;">CFDA</th> <th style="text-align:left;">OBJECT CLASS</th> <th style="text-align:right;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0201A</td> <td>2005</td> <td>2005</td> <td>EP000000</td> <td>B</td> <td>JD4</td> <td>SEA</td> <td>336</td> <td>41010</td> <td style="text-align:right;">\$2,069,716.00</td> </tr> </tbody> </table>			FUND CODE	FUNDING YEAR	AWARD YEAR	ORG. CODE	CATEGORY	LIMITATION	ACTIVITY	CFDA	OBJECT CLASS	AMOUNT	0201A	2005	2005	EP000000	B	JD4	SEA	336	41010	\$2,069,716.00
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U.S. Department of Education  
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# GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: P336A050004

RECIPIENT NAME: Department of Education

## TERMS AND CONDITIONS

- (1). THE FOLLOWING ITEMS ARE INCORPORATED IN THE GRANT AGREEMENT: (1) THE RECIPIENT'S APPLICATION (BLOCK 2), (2) THE APPLICABLE EDUCATION DEPARTMENT REGULATIONS (BLOCK 8), AND (3) THE SPECIAL TERMS AND CONDITIONS SHOWN AS ATTACHMENTS (BLOCK 8).

THIS AWARD SUPPORTS ONLY THE BUDGET PERIOD SHOWN IN BLOCK 6. IN ACCORDANCE WITH 34 CFR 75.253, THE DEPARTMENT OF EDUCATION WILL CONSIDER CONTINUED FUNDING IF: (1) CONGRESS HAS APPROPRIATED SUFFICIENT FUNDS UNDER THE PROGRAM, (2) THE DEPARTMENT DETERMINES THAT CONTINUING THE PROJECT WOULD BE IN THE BEST INTEREST OF THE GOVERNMENT, (3) THE RECIPIENT HAS MADE SUBSTANTIAL PROGRESS TOWARD MEETING THE OBJECTIVES IN ITS APPROVED APPLICATION, AND (4) THE RECIPIENT HAS SUBMITTED REPORTS OF PROJECT PERFORMANCE AND BUDGET EXPENDITURES THAT MEET THE REPORTING REQUIREMENTS FOUND AT 34 CFR 75.118 AND ANY OTHER REPORTING REQUIREMENTS ESTABLISHED BY THE SECRETARY.

IN ACCORDANCE WITH 34 CFR 74.25(c)(2), OR 34 CFR 80.30(d)(3) CHANGES TO KEY PERSONNEL IDENTIFIED IN BLOCK 4 MUST RECEIVE PRIOR APPROVAL FROM THE DEPARTMENT.

THE SECRETARY ANTICIPATES FUTURE FUNDING FOR THIS AWARD ACCORDING TO THE SCHEDULE IDENTIFIED IN BLOCK 6. THESE FIGURES ARE ESTIMATES ONLY AND DO NOT BIND THE SECRETARY TO FUNDING THE AWARD FOR THESE PERIODS OR FOR THE SPECIFIC AMOUNTS SHOWN. THE RECIPIENT WILL BE NOTIFIED OF SPECIFIC FUTURE FUNDING ACTIONS THAT THE SECRETARY TAKES FOR THIS AWARD.

AUTHORIZING OFFICIAL

3-31-05

DATE

## SPECIAL GRANT CONDITIONS FOR PAYMENTS

### THE e-GRANTS WEB PORTAL AND THE e-PAYMENTS MODULE

Payments under this award will be made through the e-Payments modules of e-Grants the U.S. Department of Education's (ED) portal site for electronic grants. The e-Grants web portal and web-based grant systems (e-Application, e-Reader, e-Reports, e-Payments) (modules) are administered by the Office of the Chief Financial Officer Financial Systems Operations Office.

A copy of the Department of Education Payee's Guide for e-Payments (Payee's Guide), is available once a user has logged into e-Payments using a valid User Id and Password. The guide provides detailed instructions on all e-Payments Processes. To access the Payee's Guide, you must first have an e-Payments User Id and Password. You'll need to request an e-Payments User Id and Password from the Department of Education by submitting an External Access Security Form. This form is available at (<https://e-grants.ed.gov/gapsweb/epHome.asp>) under "Downloads". The Department will issue e-Payments User Ids and Passwords to those individuals authorized by the payee to access GAPS to request funds and report expenditures. All new User Ids and Passwords will be sent to such offices as the CFO or Treasurer responsible for the cash accountability of funds for your organization. User Ids and Passwords cannot be faxed or given over the phone, and may not be shared by multiple users. The External User Access Request Form must be completed and faxed to our offices at (202) 401-0006. If you are not Internet capable, please contact the GAPS Payee Hotline at toll free 1 (888) 336-8930 to request a hard copy of the guide.

New grantees will be requested to provide pertinent information before they may begin requesting funds. Information to be provided includes:

- Designation of payee
- Payee contacts and mailing addresses
- Depositor account information
- Individuals authorized by the payee to access e-Grants to request funds - these individuals will be provided User Ids and passwords to access e-Grants

The payee is the entity identified by the grantee to handle the financial aspects of the grant - e.g., request payments, report expenditures (the grantee and payee may be the same entity). Payees may begin requesting funds for the grantee once their award authorization is entered into e-Payments and the award start date is reached.

### REQUESTING FUNDS USING THE e-PAYMENTS MODULE

Payees can access the e-Payments Module on-line to request funds. To access, payees need a Web browser (such as Microsoft Internet Explorer or Netscape Navigator) and Internet connectivity. Payees will request funds by award using the PR/Award Number found in

Block 5 of the Grant Award Notification. Instructions for accessing the e-Payments module on-line and navigating through the e-Payments screens to make a payment request are given in the Payee's Guide. Instructions for modifying payment requests, adjusting drawdown amounts, and viewing award and authorization histories are also included in the Payee's Guide.

Those payees who do not have the technology to access e-Payments on-line may request funds by calling ED's GAPS Payee Hotline by calling 1-888-336-8930. Instructions on requesting funds using ED's GAPS Payee Hotline Staff are also given in the Payee's Guide.

## **AWARD INFORMATION**

Payees can get information on this award (1) on-line or (2) by calling ED's GAPS Payee Hotline Staff at 1-888-336-8930.

### **Ø On-Line:**

Payees may access e-Payments via the Internet on ED's web page (<https://e-grants.ed.gov/gapsweb/epHome.asp>) to retrieve and view information on their awards, such as:

- Net authorization and authorization history
- Net draws
- Available balance
- History of pending and completed payments
- Award status
- Award history - including detailed transactions on drawdowns, returns, refunds, and adjustments

### **Ø ED's GAPS Payee Hotline Staff:**

Payees can contact a GAPS Payee Hotline Staff for information on any award. Because award information is organized in GAPS by a unique identifier - the Dun & Braistreet Number (DUNS Number) - payees should have their DUNS number, identified in Block 8 of the Grant Award Notification, available when contacting a GAPS Payee Hotline Staff Representative.

## **FINANCIAL REPORTS:**

When a Payee requests a drawdown of funds by grant award, the Department records this as an expenditure against the specific grant award. This method of identifying expenditures, at the time of drawdown, and the capability to make adjustments on-line eliminates the need for the submission of the Federal Cash Transactions Report Form 272. Therefore, no additional financial reporting will be required unless required by a specific program.

**SPECIAL GRANT TERMS AND CONDITIONS FOR  
FINANCIAL AND PERFORMANCE REPORTS**

**PERFORMANCE REPORTS:**

ALL RECIPIENTS are required to submit a final performance report within 90 days after the expiration or termination of grant support. Refer to the item(s) checked below for other reporting requirements that may apply to this grant:

\_\_\_\_ 1. A performance report is due before the next budget period begins. The report should contain current performance and financial expenditure information for this grant. (34 CFR 75.118)

\_\_\_\_ The continuation report is due on \_\_\_\_\_.

\_\_\_\_ The Department will provide recipients with additional information about this report, including due date, at a later time.

\_\_\_\_ 2. An interim performance report is required because of the nature of this award or because of statutory or regulatory provisions governing the program under which this award is made. The report is due:

\_\_\_\_ Quarterly Submit within 30 days after the end of each quarter.

\_\_\_\_ Semiannually Submit within 30 days after the end of each 6-month period.

\_\_\_\_ 3. Other Required Reports:

**FINANCIAL REPORTS:**

Unless the item down below is checked, a Financial Status Report (SF-269) is not required for this grant. The Department will rely on the drawdown of funds by grant award and record such drawdown as expenditures. (34 CFR 75.720)

\_\_\_\_ A Financial Status Report (SF-269) is required for this grant on \_\_\_\_\_ because:  
date

\_\_\_\_ (34 CFR 74.14 or 80.12) Special Award Conditions or Special grant or subgrant conditions for "high-risk" grantees;

\_\_\_\_ Statute Requirement or Other Special Condition

**One original and one copy of all reports should be mailed to:**

U.S. Department of Education

Office of Postsecondary Education  
Teacher Quality Enhancement  
Grants for States and Partnerships  
1990 K Street, NW, Mailstop 8525  
Washington, D.C. 20006-8525

8/03

An Overview of Single Audit Requirements of States,  
Local Governments, and Non-Profit Organizations

To meet audit requirements of U.S. Office of Management and Budget (OMB) Circular A-133, grantees must use the version published by OMB in the Federal Register on June 30, 1997 (62 F.R. 35278) amended June 27, 2003 (68.F.R. 38401). Grantees must submit all documents required by OMB Circular A-133, including Form SF-SAC: Data Collection Form, to:

Federal Audit Clearinghouse  
1201 East 10th Street  
Jeffersonville, Indiana 47132  
(301) 763-1551 (voice)  
(800) 253-0696 (toll free)  
(301) 457-1540 (fax)  
govs.fac@census.gov

Below is a summary of the single audit requirements:

- (1) Non-Federal entities that expend \$500,000 or more in a year in Federal Awards are required to have a single audit conducted for that year except when they elect under paragraph (2) to have a program specific audit conducted for that year (A-133 § \_\_.200 (a & b)).
- (2) When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal programs laws, regulations, or grant agreements do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit (A-133 § \_\_.200 (c)).
- (3) Non-Federal entities that expend less than \$500,000 a year in Federal awards are exempt from Federal audit requirements under A-133 for that year, except where noted in the circular, but records must be available for review or audit by the appropriate officials of the Federal agency, pass-through entity, and General Accounting Office (GAO). If a program statute

requires audits of grants under that program, either at a lower threshold or in all cases, grantees must comply with the program statute (A-133 §\_\_200 (d)).

- (4) A grantee must submit the audit results to the audit clearinghouse within the earlier of 30 days after the receipt of the auditors report(s), or within nine months after end of the audit period, unless a longer period is agreed to in advance by the Federal agency that provided the funding or a different period is specified in a program-specific audit guide (A-133 §\_\_320 (a)).

Grantees are strongly urged to obtain the "OMB Circular A-133 Compliance Supplement" and to contact their cognizant agency for single audit technical assistance.

The designated cognizant agency for single audit purposes is "the Federal awarding agency that provides the predominant amount of direct funding to the recipient." Grantees should obtain a copy of the OMB Circular A-133 Compliance supplement. This supplement will be instructive to both grantees and their auditors. Appendix III of the supplement provides a list of Federal Agency Contacts for A-133 Audits, including addresses, phone numbers, fax numbers, and e-mail addresses for technical assistance.

If the U.S. Department of Education is the cognizant agency, grantees should contact the Non-Federal Audit Team in the Departments Office of Inspector General, at the address, phone, or fax number provided in page 3 of this attachment.

Grantees can obtain information on single audits from:

The OMB Publications Service, (202) 395-7332. (To obtain OMB Circular A-133, Circular A-133 Compliance Supplement, and Form SF-SAC: Data Collection Form)

The OMB web site. The Internet address is <http://www.whitehouse.gov/omb/circulars/a133/a133.html>. Look under OMB Documents, then OMB Circulars. (To obtain OMB Circular A-133, Circular A-133 Compliance Supplement, and Form SF-SAC: Data Collection Form)

The Federal Audit Clearinghouse, 1-888-222-9907. (to obtain Form SF-SAC: Data Collection Form), or

The American Institute of Certified Public Accountants (AICPA). AICPA has illustrative OMB Circular A-133 report examples that might be of interest to accountants, auditors, or financial staff. The examples can be obtained by their fax hotline: (202) 938-3797, request document number 311; or from their Internet page. The Internet address is <http://www.aicpa.org/belt/a133.htm>.

If the U.S. Department of Education is the cognizant agency for the grantee organization, the following chart shows, according to the location of the grantee entity, which location of the Office of Inspector General to contact for single audit-related questions. For programmatic questions, grantees should contact the Education Program Contact shown on the Departments Grant Award Notification

**U.S. Department of Education Non-Federal Audit Teams**

**Director, Non-Federal Audits**

**Office of Inspector General**

**U.S. Department of Education**

**Wanamaker Building**

**100 Penn Square East., Suite 502**

**Philadelphia, PA 19107**

**Phone: Voice (215) 656-6900**

**FAX (215) 656-6397 NATIONAL OFFICE CONTACT and audits in Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia, Puerto Rico, and the Virgin Islands.**

**National Office Contact**

**Web page: <http://www.ed.gov/about/offices/list/oig/nonfed/index.html>**

**Non-Federal Audit Team**

**Office of Inspector General**

**U.S. Department of Education**

**1999 Bryan St., Suite 2630**

**Dallas, TX 75201-6817**

**Phone: Voice (214) 880-3031**

**FAX (214) 880-2492 For audits in Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, New Mexico, North Carolina, Oklahoma, South Carolina, Tennessee, and Texas.**

**Non-Federal Audit Team**

**Office of Inspector General**

**U.S. Department of Education**

**8930 Ward Parkway, Suite 2401**

**Kansas City, MO 64114-3302**

**Phone: Voice (816) 268-0502**

**FAX (816) 823-1398 For audits in Alaska, Arizona, California, Colorado, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, North Dakota, Ohio, Oregon, South Dakota, Utah, Washington, Wisconsin, Wyoming, and the Pacific Islands.**

## SPECIAL GRANT TERMS AND CONDITIONS

## USING PROGRAM INCOME

The recipient may exercise any of the options or combination of options specified in the following sections of EDGAR for using program income\* generated in the course of the recipient's authorized project activities:

- 34 CFR 74.24(a)-(h) [institutions of higher education, nonprofit organizations, and hospitals]; or
- 34 CFR 80.25(a)-(h) [state and local governments and federally recognized Indian tribes].

Recipients may calculate the amount of program income according to the guidance given in:

- 34 CFR 74.24(f) [institutions of higher education, nonprofit organizations, and hospitals]; or
- 34 CFR 80.25(c) [state and local governments and federally recognized Indian tribes].

\* As defined in '74.2 and '80.25(b) of the Education Department General Administrative Regulations (EDGAR)

(03/98)

## ATTACHMENT S

### **SPECIAL CONDITIONS FOR DISCLOSING FEDERAL FUNDING IN PUBLIC ANNOUNCEMENTS**

When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all grantees receiving federal funds included in this Act, including, but not limited to State and local governments and recipients of Federal research grants, shall clearly state:

- 1) the percentage of total costs of the program or project which will be financed with Federal money;
- 2) the dollar amount of Federal funds for the project or program;  
and
- 3) percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

Recipients must comply with these conditions under Public Law 108-792 Sec. 506, the "Consolidated Appropriations Act, 2005", December 8, 2004, url: [http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=108\\_cong\\_reports&docid=f:hr792.108.pdf](http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=108_cong_reports&docid=f:hr792.108.pdf)